

2.1 Salary Scales & Increments

Most staff in Teagasc are paid in accordance with an incremental salary scale. Salary scales are applied in line with Public Service Collective Agreements and relevant Government Circulars. Each staff category holds its own set of salary scales e.g. in the research category there are four salary scales: Research Officer, Senior Research Officer, Principal Research Officer and Senior Principal Research Officer.

Most scales have a minimum and a maximum point and two long serving increments. The number of points on a salary scale varies between categories and grades. If staff wish to view a salary scale they can be accessed on the Teagasc T-Net. [Click here](#) to view all relevant salary scales.

Incremental dates will be determined by either start date or date of promotion. Generally, increments are applied annually with effect of the staff member's increment date, subject to the staff member having satisfactory performance.

On this date every year eligible staff will progress one increment up the scale, subject to satisfactory performance, until they reach the maximum point of the pay scale. If the scale has two long serving increments (LSIs) they will progress to the first LSI (LSI1) after three years on the maximum point of the scale, and to the second LSI (LSI2) after three years on the first LSI. However, staff on the Farm/Domestic Operative pay scale have a six month increment time frame on commencement on the minimum point and moving to the second point of the scale, following which increments are applied annually subject to satisfactory performance in keeping with other grades.

The application of increments may be affected by activities such as; a change to Government Policy where this occurs staff will be notified at the time, unpaid periods of leave (greater than 13 weeks), long term sick leave (Temporary Rehabilitation Remuneration), or in the case of unsatisfactory performance where the staff member's increment may be suspended during the Positive Action Programme or disciplinary process.

Salary scales are updated in line with any applicable nationally negotiated agreements.

In general, new staff will be offered the minimum of the pay scale as their starting pay. However, where an individual is an existing public servant, their starting pay will be considered in keeping with and as defined by Government Circulars and Department approval in place at that time.

Any queries in relation to starting pay should be directed to the HR department where cases can be looked at on an individual basis. Where an individual has served in an analogous grade and pay scale, HR will require documentation to verify this.

| Version | Revision Date | Summary of Changes | Policy Owner |
|---------|---------------|--|--------------|
| 2.0 | October 2020 | Updated to reflect current status and new information included. Previous section 2.2. (incremental credit) now merged with this section. | HR |