



Feidhmeannacht na Seirbhíse Sláinte  
Health Service Executive

Oifig an Stiúirthóra Náisiúnta, Acmhainní Daonna  
Feidhmeannacht na Seirbhíse Sláinte  
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16<sup>th</sup> August 2016

**To:** Each Member of the Directorate and Leadership Team  
Each Assistant National Director HR  
Each Chief Officer, CHO  
Each Hospital Group HR Director  
Each Hospital Group CEO  
Each CEO Section 38 Agency  
Each HR Manager Section 38 Agency  
Each Employee Relations Manager

**From:** Rosarii Mannion, National Director of Human Resources

**Re:** HR Circular 010/2016 – Implementation of DOH Circular 7/2016 – Initiation of Single Scheme Administration Project

Dear Colleagues,

I attach circular 07/2016 from the Department of Health regarding the introduction of the Single Public Service Pension Scheme (the Single Scheme).

The attached letter sets out various matters pertinent to the scheme, in particular, the initiation by the Department of Public Service and Reform of a Single Scheme Administration Project (SSAP), with the intention of conducting a feasibility study into various administrative options this year, building on a Baseline Study completed in 2014.

Please ensure that the content of the Department of Health Circular 7/2016 is brought to the attention of all relevant employees (HR, Payroll, Finance and Pensions Unit) within the HSE, Section 38 Agencies and NCSSB's.

**Queries:**

Any queries regarding the implementation of the circular should be directed to the local Pensions Unit/Section. Queries in relation to policy clarification may be forwarded to Gerry Mescall, Pensions Standards and Quality Manager - HR Services (Email: gerry.mescall@hse.ie)

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Yours sincerely,



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**Rosarii Mannion**  
**National Director of Human Resources**