

3 November, 2003

To each Chief Executive Officer  
Each Health Board/ERHA

**DEPARTMENT  
OF HEALTH AND  
CHILDREN**  
AN ROINN  
SLÁINTE AGUS LEANAÍ

Quality and Fairness  
A Health System for You

**Re: Parallel Benchmarking Processes**  
**A. Craftworkers**  
**B. Non-Nursing Staff**

Dear Chief Executive Officer,

I refer to this Department's letter of 20 October 2003 in the above regard. Please find attached an updated list of the health service grades falling under the category non-nursing staff. Craftworker grades to which the agreement should be applied are appended to the end of the list.

As stated under the pay terms of the parallel agreements the first 25% of the pay increases are due for payment with effect from 1 December, 2001. Please note that a pro rata payment applies where the staff member works less than whole time hours and/or they commenced employment with your Board after 1 December, 2001 and up to and including 31 December, 2003.

In relation to the craftworkers agreement the increases for benchmarking till the end of 2004 are as follows:

The first 25% benchmarking increase amounts to an addition of €1099 on to the pay scale of 1 October, 2001 and subsequent adjustment of the 4% increase awarded on 1 October, 2002.

The 50% benchmarking increase amounts to €2285 on the 1 January, 2004. All other increases for the year 2004 are general pay rounds.

For the non-nursing staff the increases for benchmarking till the end of 2004 are as follows:

The first 25% benchmarking increase amounts to an addition of €879 on to the payscale of 1 October, 2001 and subsequent adjustment of the 4% increase awarded on 1 October, 2002.

The 50% benchmarking increase amounts to €1828 on 1 January, 2004. All other increases for the year 2004 are general pay rounds.

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Please supply the following information as soon as possible, but in any event no later than **21 November 2003**.

**(1) cost of arrears for the period 1/12/2001 – 31/12/2003**

**(2) cost for 2004**

Although it is agreed, as per my letter of 20 October, 2003 (copy attached), to pay €2,000 to each wholetime equivalent, or pro rata thereof, to all staff comprehended by the above and that the first phase is paid by year end, adjustments to payments will be made in the new year.

Information should be supplied separately detailing the cost of applying the increases to pensioners as appropriate, and to eligible staff employed in Section 65's (or other grant funded agencies) under the aegis of your Board/Authority.

The costing should be consistent with the approved regional employment ceiling for your board/authority, the revised consolidated pay scales and information furnished to the Department in 2002 on the average employment cost per health service grade.

Any enquiries relating to the terms of this agreement including eligibility and its application should be addressed to Se O'Connor, Health Service Employers Agency (HSEA) at 01-6626966 or by email to [seo@hsea.ie](mailto:seo@hsea.ie).

Yours sincerely,



Paula Mullin

Personnel Management and Development

### **Non-Nursing Grades**

Attendant  
Beautician / Hairdresser/Barber  
Boilerman/Groundsman  
Caretaker  
Catering / Cleaner /Assistants  
Catering Supervisors  
Catering Supervisors Assistant  
Cleaner  
Craftman's Mate  
CSSD Operative  
CSSD Supervisor -  
Dark Room Technician / Porter  
Diningroom Supervisor  
Domestic  
Domestic Supervisor  
Domestic Supervisor Assistant  
Driver  
Driver/Minibus  
Driver/Porter  
Family Support Worker  
Gardener  
Groundsman (Head)  
Gatekeeper  
General Assistant (Drugs/Aids)  
General Operative  
Health Care Assistant  
Home Help  
Hostel Supervisor  
Housekeeper  
Housekeeper/Assistant  
Labourer  
Laundry Worker  
Linen Room/Laundry Supervisor  
Maintenance Helper  
Medical laboratory Aide  
Mortuary Attendant  
Nurses Aide  
Nursing Auxiliary / Orderly  
Porter  
Porter / Head  
Porter / Theatre  
Porter / Supervisor  
Seamstress  
Security Guard  
Stores Assistant / Attendant  
Stores Person  
Tractor Driver  
Ward Attendant / Aide

## **Craftworker Grades**

Craftsmen  
Chargehand  
Assistant Foreman  
Foreman