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Circular Letter S.6/87

30 April, 1987.

VBC  
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Added years for superannuation purposes

A Chara,

1. I am directed by the Minister for the Environment to state that he has accepted a recommendation made on a claim submitted under the Conciliation and Arbitration Scheme concerning the grant of added years for superannuation purposes in respect of time spent in acquiring necessary qualifications and/or experience for appointment to certain recruitment grades, the holders of which would be unable to acquire maximum reckonable service by age 65 due to recruitment conditions.
2. The approved arrangements for the grant of added years will apply to certain professional, technical and specialist posts, other than officers who qualify for an addition to their service under article 10(5)(a) of the Local Government (Superannuation Revision) (Consolidation) Scheme, 1986, or under section 13(2)(a) of the Local Government (Superannuation) Act, 1956. The Minister has agreed that the superannuation code should be amended to provide for the implementation of the new arrangements (detailed in the Appendix to this Circular Letter) with effect from and including 1 January, 1985.
3. The contents of the Appendix should be brought to the attention of all officers either retired, serving, or on special leave who may possibly benefit under the new provisions and at the same time inform them that the onus is on the individual officer to apply to the local authority for the grant of added years.
4. The grant of added years may be made only with the specific sanction of the Minister in each case. A proposal for sanction should be forwarded to the Department accompanied by a completed application form, specimen of which is included in the Appendix. Only applications from officers with less

than 40 years reckonable service at age 65 (excluding purchased notional service) can be considered. Applications should be processed in the following order:

- (i) officers who retired on or after 1 January, 1985 or are about to retire;
- (ii) officers eligible for retirement i.e. aged 60 or over;
- (iii) officers who have purchased, or are about to purchase, notional service.

It should be noted that formal sanction to the award of added years pursuant to this Circular Letter can issue only at cessor of office when reckonable local service can be confirmed.

Mise, le meas,



M.R. Ward,  
Principal,  
Superannuation Section.

To each local authority.

Department of the Environment

Appendix to Circular Letter S.6/87

Grant of added years for superannuation purposes to certain professional, technical and specialist grades, other than those held by officers who qualify for an addition to service under article 10(5)(a) of the Local Government (Superannuation Revision) (Consolidation) Scheme, 1986, or under section 13(2)(a) of the Local Government (Superannuation) Act, 1956.

1. General Conditions:

The arrangements provide for the grant of up to ten (10) added years where the minimum age limit or the qualifications and/or experience specified for appointment to a permanent pensionable professional, technical or specialist office in a local authority would not allow an officer to be appointed by age 25 and thereby acquire maximum reckonable service (40 years) by age 65.

2. Calculation of entitlements:

(1) Added years entitlement, before appropriate adjustments, will be

(i) the aggregate of the minimum number of years in which the qualifications can be obtained and the minimum number of years of essential experience required, such aggregate to be calculated as if the commencement date was the officer's eighteenth (18th) birthday

or

(ii) the minimum entry age for the competition from which the officer was recruited reduced by 25

whichever is the greater.

(2) If the prescribed qualifications provided that adequate, sufficient or satisfactory experience but no specified number of years experience were required, there shall be deemed to have been a requirement of a number of years experience equal to the lowest number of years experience of any successful applicant in that particular competition.

(3) Qualifying Conditions:

The following conditions must be met before added years can be allowed:

(a) the appointment held was one made by a local authority (health board/V.E.C.) to a permanent pensionable office in respect of which qualifications have been declared and particulars of office approved by the appropriate Minister.

(b) (i) minimum professional, technical or specialist qualifications and/or a minimum number of years essential experience were required for entry

or

(ii) the minimum entry age specified for appointment was over 25.

(c) by reason of such entry requirement it was not possible to have 40 years service by the maximum retiring age of 65 years.

3. Limits of entitlement and abatement:

(1) Added years granted shall not exceed 10 (including any years added on the grounds of permanent infirmity) and, when aggregated with service otherwise reckonable, shall not exceed 40 years.

(2) The added years entitlement will be appropriately reduced where:

- service is transferred or could have been transferred into the local authority,
- an officer has been in pensionable employment and received or retains an entitlement to a pension, preserved pension or other superannuation benefit,
- there are pension entitlements under the Social Welfare Acts,

and where an officer retires before age 65 he will have his added years correspondingly reduced.

- (3) Where an officer resigns before age 60 or has less than 10 years pensionable local service no addition to service will be allowed.
  - (4) Double credit will not be allowed in respect of any period where overlapping of years in which qualifications can be obtained and the minimum number of years of essential experience required occurs.
4. These arrangements will apply to any officer who, although originally appointed in a professional, technical or specialist capacity, is subsequently promoted to an administrative post and retires therefrom. Added years entitlement will not be transferable.
5. Contributions:
- (a) An officer or former officer who becomes entitled to reckon added years under the foregoing arrangements shall be required to contribute to the local authority in respect of such service at the rate of five per cent. for each year reckoned of the aggregate of his uprated salary and the value of his emoluments, if any, at the time of his retirement.
  - (b) For each additional year of service granted to an officer under these arrangements a deduction of 1% of pensionable remuneration will be deducted from his retirement lump sum, in respect of contributions to the Spouses and Children's or Widows and Orphans Contributory Pension Scheme, as appropriate.

6. Confined Competitions:

Officers appointed to professional, technical or specialist posts off confined competitions will not be eligible for the grant of added years if all the service and/or experience required for appointment is already reckonable for superannuation purposes.

7. Description of professional, technical and specialist posts:

- (a) Professional posts are posts for which third level degrees or equivalent professional qualifications are required for appointment.

- (b) Technical posts are posts for which diplomas or equivalent technical qualifications are required for appointment.
- (c) Specialist posts are posts for which officers must be of a certain age or have certain experience without any professional or technical qualifications - before being eligible for appointment.

8. Purchase of notional service: refunds

If, after the grant of added years, an officer would have more than 40 years' reckonable service at age 65 arrangements will be made for a refund in respect of purchased notional service over and above the 40 year maximum allowable.

9. Effective date:

The above arrangements may be applied in the case of eligible officers whose date of retirement is on or after 1 January, 1985.

APPLICATION FORM

PART I

To be completed by applicant.

1. Name: \_\_\_\_\_

2. Date of birth: \_\_\_\_\_

3. Recruitment grade to which you were appointed: \_\_\_\_\_

\_\_\_\_\_

4. Date of cesser of office: \_\_\_\_\_

5. State qualifications and/or experience specified for appointment referred to at 3 -

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. State age at date of entry: \_\_\_\_\_

7. (1) (a) Details of previous experience: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(b) Notional service, if any, purchased under the Local Government (Superannuation) (Purchase) Scheme, 1986:

\_\_\_\_\_

(2) (a) Details of any pensionable employment in respect of which you have received or retain an entitlement to a pension, preserved pension, or other superannuation benefit? If so, give full particulars, of same. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(b) Have you pension entitlements under the Social Welfare Acts ?

If so, give full particulars of same: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signed: \_\_\_\_\_ Grade: \_\_\_\_\_

Date: \_\_\_\_\_

To \_\_\_\_\_ (employing local authority).

PART II

To be completed by local authority

Where the local authority is satisfied that applicant is entitled to added years pursuant to Circular Letter S.6/87, details as hereunder should be furnished to this Department with proposal for approval (see paragraph 4 of covering Circular Letter):

1. (1)(a) Pensionable local service of applicant: \_\_\_\_\_  
\_\_\_\_\_

(b) Other reckonable service (excluding any notional service purchased under the Local Government (Superannuation) (Purchase) Scheme, 1986.

(c) Notional service, if any, purchased under the Purchase Scheme:  
\_\_\_\_\_

(d) Total reckonable service at date of cesser of office: \_\_\_\_\_  
\_\_\_\_\_



(2)(a) Does the service at 1(d) include any period(s) of transferred service? If so, give full particulars of same: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(b) Had the officer any period(s) of service, other than period(s) noted under (2)(a), which could have been transferred and reckoned for purposes of the local government superannuation code? If so, give full particulars of same.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(3)(a) Has the officer held any pensionable employment in respect of which he received or retains an entitlement to a pension, preserved pension, or other superannuation benefit? If so, give full particulars, of same. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(b) Has the officer pension entitlements under the Social Welfare Acts? If so, give full particulars of same: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Minimum entry age, if any, for the competition from which the applicant was recruited: \_\_\_\_\_

If no specific number of years experience were required, state lowest number of years experience of any successful applicant in the relevant competition. \_\_\_\_\_

Copy of the declared qualifications and particulars of office for the office as approved by the appropriate Minister should also be furnished.

Signed: \_\_\_\_\_

Local Authority: \_\_\_\_\_

Date: \_\_\_\_\_