

# JOINT NEGOTIATING COUNCIL EDUCATION AUTHORITY

06 December 2022

To: Council Members  
MSO/TUSO

## JOINT NEGOTIATING COUNCIL CIRCULAR NO. 140 (THIRD ADDENDUM)

### ANNUAL LEAVE ENTITLEMENT

As part of the 2022/2023 pay award, the NJC agreed that, **with effect from 01 April 2023**, all employees covered by the National Agreement, regardless of their current leave entitlement or length of service, will receive a permanent increase of one day's leave.

It should be noted that the *minimum* paid annual leave entitlement will be increased from 22 to 23 days with effect from 1 April 2023 for employees with less than five years' service and increased to 29 days on completion of five years' service.

The annual leave entitlement for all grades has been updated to reflect the new arrangements and is detailed in the attached Appendix.

This entitlement applies to 5 day working pattern. For alternative working patterns an equivalent leave entitlement should be calculated.



Management Side Secretary  
M McDermott



Trade Union Side Secretary  
A Law



Trade Union Side Secretary  
A Speed



Trade Union Side Secretary  
J Donley

**Appendix to JNC Circular No 140 – Third Addendum (06 December 2022)**

**Revision of Annual Leave Entitlement with effect from 1 April 2023**

<b>Grade or equivalent</b>	<b>Spinal Points/Range<sup>1</sup> (or equivalent salary)</b>	<b>Minimum Entitlement</b>	<b>After 5 years' service</b>
Scales 1(a), 1(b), 1(c), 2/Clerk Typist/ Clerical Officer/Senior Clerical Officer Technician 1/Technician 2	Pts 1 - 6	23 days	29 days
Executive Officer/ Technician 3	Pts 7 - 17	23 days	30 days
Senior Executive Officer/ Administrative Officer/Technician 4	Pts 19 - 30	24 days	31 days
Senior Administrative Officer/ Assistant Principal Officer/ Principal Officer	Pts 32 - 43	26 days	32 days
Senior Principal Officer/ Education Officer/Assistant Senior Education Officer/ Head of Department	Pt 43 and over	28 days	34 days

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<sup>1</sup> New SCPs following assimilation to a new national pay scale w.e.f. 01 April 2019.