

Salary Increments Policy

Purpose

Subject to satisfactory performance, a staff member on an incremental scale may receive an increment following each 12 months of continuous service until reaching the maximum point on the scale.

Scope

The salary Increments policy applies to all DCU Staff. Increments for staff paid by externally funded agencies are subject to satisfactory performance and available funding.

Policy Statement

A staff member's incremental date is considered to be that on which she/he joined the University. Award of the first increment depends on a favourable probationary assessment or the successful completion of the probationary process.

On promotion the incremental date will change to the date promotion becomes effective.

Roles and Responsibilities

The award of increments is subject to satisfactory performance and the Head of School/Unit will have the responsibility of assessing performance and therefore recommending on the award of an increment.


Contacts

Human Resources Department

Policy Review

The Salary Increments Policy will be reviewed annually.

Version Control

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