

## ANNEX A

### FOI DOF/2025-0214

#### Request

I would be very grateful if you could provide the following information in relation to Staff Officers Internal Audit (Pay scales 252 and 254) moving on promotion out of the Internal Audit discipline.

1. Number of Staff Officers Internal Audit (Pay scales 252 and 254) moving on promotion out of the Internal Audit discipline and into a non-qualifying General Service Post. Grateful for total figure for each calendar year from 1 January 2015.
2. Number of Staff Officers Internal Audit (Pay scales 252 and 254) moving on promotion out of the Internal Audit discipline and into a non-qualifying General Service Post who moved to the equivalent or next highest pay point on the General Service scale for the higher grade (as per NICS Handbook Section 8.14 Remuneration of Audit and Accountancy Staff, Paragraph 5.4 Promotion out of the Audit Discipline). Again, grateful for total figure for each calendar year from 1 January 2015.
3. Number of Staff Officers Internal Audit (Pay scales 252 and 254) moving on promotion out of the Internal Audit discipline and into a non-qualifying General Service Post who DID NOT move to the equivalent or next highest pay point on the General Service scale for the higher grade (as per NICS Handbook Section 8.14 Remuneration of Audit and Accountancy Staff, Paragraph 5.4 Promotion out of the Audit Discipline) but started at the minimum pay point. Again, grateful for total figure for each calendar year from 1 January 2015.

#### DoF Response

I can confirm the department holds the information requested.

Please see the table below:

Calendar Year	Number
2016	2
2017	2
2018	6
2019	6
2020	1
2021	5
2022	4

All the above staff started at the minimum point of the Deputy Principal pay scale.

In the past, it was possible to start at a newly promoted grade at a higher pay point than the minimum (as per para 5.4 of HR Handbook chapter 8.14 on the remuneration of audit and accountancy staff). This section of the handbook is out of date and is scheduled to be updated.

That rule in chapter 8.14 of the HR Handbook was superseded by Chapter 8.30 of the staff handbook: Starting Pay On Transfer to a New Substantive Grade. Paragraph 3.2.4 of the Starting Pay on Transfer to a New Substantive Grade states that: "Starting pay on promotion will be to the minimum point of the pay scale for the new substantive grade".