

## ANNEX A

### FOI DOF/2021-0233

#### Request

With reference to the above matter, under FOI legislation can you please provide me with a copy of the NICS grading guidance for legal posts?

I believe it may have been produced in 2018.

I would also be obliged if you could provide me with job descriptions for DP, PLO (grade 7) and Grade 6 posts in the litigation and advisory divisions of the Departmental Solicitor's office.

If applicable (as I understand it may be a different department) can I also request job descriptions for DP, PLO and Grade 6 posts in the Crown Solicitor's Office.

#### DoF Response

I can confirm the department holds some of the information requested.

Please find attached document entitled 'Grading Guidance to Support the Grading of Legal Roles'. I confirm Departmental Solicitor's Office does not hold job descriptions as such; however the grading guidance for legal posts contains a description of the role, key features and requirements.

The Department does not hold information requested in relation to job descriptions for posts in the Crown Solicitor's Office, please contact the Crown Solicitor's Office directly for this information.

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