



Office of the Minister

30 April 2002

**Chief Executive Officer Each Health Board
Chief Executive Officer Each voluntary Hospital
Chief Executive Officer, Each Intellectual Disability Organisation
Chief Executive Officer, Each Specialist Health Agency**



**DEPARTMENT
OF HEALTH AND
CHILDREN
AN ROINN
SLÁINTE AGUS LEANAÍ**

Shaping a
Healthier Future

Re: Flexible Working Arrangements /Changes in Superannuation Arrangements

I am directed by the Minister for Health and Children to refer to the revised arrangements which were introduced to facilitate the introduction of more flexible working arrangements in the health sector and to associated changes in superannuation arrangement for staff.

At the request of the Department, the Health Service Employers Agency convened a Working Group to formulate detailed guidance material for employers in relation to the implementation of the new arrangements. I now enclose a copy of the booklet '*Guidelines on the implementation of the Flexible Working Scheme and Revised Superannuation arrangements for part-time and whole-time temporary staff*'.

The approval of the Department may be assumed for implementation of the arrangements set out in the Booklet and it is envisaged that it will assist staff in your organisation in responding to queries raised in relation to these issues. Further copies will be available from the HSEA should they be required.

You should note that it is intended, as outstanding issues continue to be resolved in relation to the operation of the flexible working arrangements and changes in superannuation arrangements arising, that this Booklet will be supplemented by further guidance prepared by the HSEA.

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