

CHAPTER 4:

PRINCIPLES AND METHODS OF SALARY ASSESSMENT FOR TEACHING STAFF

BASIC RANK

Identify the appropriate pay scale

Salary Scale of Teaching Grades (by periods) (with local degree)

Appendix 6A-D	CM (MPS Pt. & salary bar)	GM* (MPS Pt. & Salary bar #)
1.10.2010 - present	Pt. 14-24 (#19)	Pt. 15-33 (#20)
1.8.2007-30.9.2010	Pt. 14-24 (#19)	Pt. 17-33 (#22)
1.4.2000-31.7.2007 @	Pt. 12-24 (#17)	Pt. 12-33 (#17)
Before 1.4.2000	Pt. 14-24 (#19)	Pt. 17-33 (#22 if appointed on or after 1.9.97 / #27 if appointed before 1.9.97)

★ Award 2 additional increments after **appropriate** teacher training
 # **untrained teachers** should not proceed beyond the salary bar
 (薪金關限)

@ Normal conversion arrangement (*GSA, App.16*)

Principles and methods of salary assessment for teaching staff (basic rank)

Salary Arrangement – Carry-forward (c/f)

Scenario 1

NO change in school sector **and**

NO change in rank **and**

NO break in service **and**

NO change in full-time equivalent (FTE) **and**

NO no-pay leave of more than 15 consecutive days taken



c/f

Retain salary particulars

Scenario 2

No change in school sector **and**

No change in rank **and**

No break in service **and**

NO no-pay leave of more than 15 consecutive days taken **and**

Change in FTE



c/f

May compress ICE
May affect ID and Salary Pt.

Scenario 3

No change in school sector **and**

No change in rank **and**

No break in service **and**

No-pay leave of more than 15 consecutive days taken



c/f

May defer ID

Salary Arrangement – Re-assessment (RA)

Scenario 1

Change in school sector
(Private school → public sector school)



RA
Re-assessment

Scenario 2

Change in rank
(e.g. From Higher rank to lower rank)



RA
Re-assessment

Scenario 3

Break in service



RA
Re-assessment

Scenario 4

From Non-graduate post to graduate post
(**Different school level**)



RA
Re-assessment

Basic rank *(GSA, App.10A)*

New teachers	ALL	RA
NG → NG	e.g. CM → CM	c/f
G → G	e.g. GM → GM APSM → GM	c/f
NG → G (same sch. level)	e.g. CM(S) → GM	c/f or RA => whichever is higher
NG → G (diff. sch. level)	e.g. CM(P) → GM	RA
G → NG	e.g. GM → CM	RA
Break in service	ALL	RA

Determine the Salary Particulars

Basic Formula (Re-assessment)

Starting Pt. of
appropriate salary
scale

+

Relevant **post-
qualification**
experience

+

Appropriate teacher
training

=

- Salary Pt.
- Incremental Date (ID)
- Salary Bar (if any)

Determine the Incremental Credit for Experience (ICE)

Types of sectors

- Public sector schools: government schools, aided schools, caput schools, Direct Subsidy Scheme (DSS) schools
 - Private sector schools
 - Others: EDB, higher education institutions (e.g. IVE)...
- Determine ICE by counting relevant post-qualification experience in excess of the minimum required for the appointment
- **Certificate of Service**

Could be counted

- ☑ Paid under funds of public sector schools
- ☑ DSS, Caput and government schools
- ☑ Private schools (formal curriculum, full-time students)
- ☑ Relevant working experience (e.g. EDB, education faculties of recognized local tertiary institution) w.e.f. 1.9.2006

Could NOT be counted

- ☒ Daily paid & hourly paid experience
- ☒ Kindergarten
- ☒ Evening schools / sections
- ☒ Without valid RT/PT status
- ☒ Capped Experience

Note

- On complete month basis
- Part-time post-qualification experience may be **compressed to full months**

Capped experience

- Salary frozen at salary bar **not counted for incremental credits**

Salary bar

- **Untrained teachers**
- With effect from 1 August 2007, the salary bar would be set at **five pay points above the prevailing salaries** and would be adjusted automatically whenever there is a change in the starting salaries.

Break in Service

- (no service > 1 year) (*GSA, App.13*)

Incremental Date (I.D.)

Determined by the date of assumption of full duties

- Falls on or between 1st – 15th day of the month
→ ID is the 1st day of the month
- Falls on or between 16th – the end of the month
→ ID is the 1st day of the following month

Incremental Date (I.D.)

Serving teachers took **no-pay leave**

→ Incremental Date (I.D.) would be affected

No pay leave (no. of days)		To defer I.D. by
More than	Less than or equal to	
	15 days	Not applicable
15 days	45 days	1 month
45 days	75 days	2 months
75 days	105 days	3 months
105 days	135 days	4 months
135 days	165 days	5 months
165 days	195 days	6 months
...