



## National Joint Negotiating Committee Circular 04/18

### Transfer to Permanency

This Circular is issued under the provisions of the National Joint Negotiating Committee (NJNC) and is binding on the signatories of the National Recognition and Procedures Agreement (NRPA).

This Circular provides further guidance on the November 2017 NJNC Agreement in respect of transfer to permanency arrangements and the methodology to be applied.

Circular 01/18 provides guidance on the transfer to permanency agreement and states:

*“Lecturers working in the sector on a temporary, fixed term or other non-permanent contract and who have completed 2 years continuous service by 1 April 2019 will move to a permanent contract. This will be applied to all such temporary employees with continuous service on a rolling basis thereafter. Such temporary employees in post at 31 December 2017 will have the principles of ‘no detriment’ applied.*

*Further guidance will be issued prior to 1 April 2019 on the methodology to be applied in the transfer to permanence process. In the interim, local arrangements should continue to apply.*

*If the application of existing statutory provisions or local arrangements would entitle a lecturer to permanence before 1<sup>st</sup> April 2019, then those provisions or arrangements will continue to apply and the transfer to permanency will take place in accordance with those provisions or arrangements.”*

### Hours of Work

This Circular provides the further guidance referred to in Circular 01/18 on the methodology to be applied in the transfer to permanence process and which is effective from 1 April 2019.

Where staff have been employed continuously for two years on the same hours of work, they will move to a permanent contract on those same hours of work.

Where staff have been employed continuously for two years on variable hours of work, they will move to a permanent contract based, as a minimum, on an average of the hours of work over the previous two years.

If any clarification is sought, this should be directed to the Joint Secretaries, [john.gribben@collegesscotland.ac.uk](mailto:john.gribben@collegesscotland.ac.uk) and [akeenan@eis.org.uk](mailto:akeenan@eis.org.uk). A joint response will be provided to all points of clarification.

NJNC Joint Secretaries

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