

Acting Allowances

1.1

Employees required to undertake for more than four weeks the full duties and responsibilities of a post in a higher grade, either because of the absence of the holder of the post for any reason other than annual leave or because the post is temporarily vacant, may be paid a non-superannuable acting allowance. The payment of an acting allowance, normally equal to payment at the minimum of the higher grade (and normally one clear increment more than is currently being received) is on the recommendation of the departmental head.