



Foreign &
Commonwealth
Office

15 July 2015

Human Resources Directorate
Foreign and Commonwealth Office
King Charles Street
London SW1A 2AH

Website: <https://www.gov.uk>

Dear

FREEDOM OF INFORMATION ACT 2000 REQUEST REF: 0637-15

Thank you for your email of 30 June 2015 asking for information under the Freedom of Information Act (FOIA) 2000. You asked:

For a list of the current staff salary grades for your organisation which includes the lower and upper limits for each grade.

I am writing to confirm that we have now completed the search for the information which you requested.

I can confirm that the Foreign and Commonwealth Office (FCO) does hold information relevant to your request.

Please see below the information that the FCO can release to you.

For grades below the Senior Civil Service (SCS) Departments have delegated authority from HM Treasury so set pay ranges, within central policy limits, that best meet the need of the organisation to recruit, motivate and retain staff. Pay ranges for FCO grades below the SCS, effective 1 April 2014 (2015 pay review pending) are below. Whilst we have delegated authority to set pay ranges for staff at this level these are broadly in line with other Whitehall Departments.

FCO Grade	Civil Service Grade	Minimum (£)	Maximum (£)
A1	Administrative Assistant	18,337	18,337
A2	Administrative Officer	19,805	21,912
B3	Executive Office	21,889	27,658
C4	Higher Executive Officer	26,640	32,834
C5	Senior Executive Officer	33,428	40,905
D6	Grade 7	43,967	56,339

D7	Grade 6	55,434	68,539
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Pay ranges for staff in the SCS are determined centrally by the Cabinet Office. These are effective from 1 April 2015:

FCO Grade	Civil Service Grade	Minimum (£)	Maximum (£)
SMS1	SCS Pay Band 1	63,000	117,800
SMS2	SCS Pay Band 2	86,000	162,500
SMS3	SCS Pay Band 3	105,000	208,100

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Yours sincerely,

Pay Policy Desk Officer
Human Resources Directorate



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