

**PUBLIC SERVICE MINISTRY**

**CIRCULAR NO. 57/1976**

**REFERENCE NO. PS: 20/10/1/15**  
**PS: 10/0/1/2**

FROM: Permanent Secretary,  
Public Service Ministry

TO: All Permanent Secretaries,  
Heads of Departments and  
Regional Executive Officers

**SUBJECT: Civil Service Rules, 1972 and 1976 Edition –  
Amendment No. 2 Advance to purchase protective  
clothing.**

DATE: 30<sup>th</sup> December, 1976.

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The civil Service Rules are hereby amended as follows:-

Rule L13 – Advance to purchase protective clothing

Substitute the following for the text of Rule L13:-

“When a Public Servant is required to work under conditions that require the frequent use of wet weather clothing, approval may be given by the Permanent Secretary or Head of Department for the grant of an advance of \$75.00 to the Public Servant to purchase the necessary protective clothing subject to the following conditions:-

- (i) The advance is granted at not less than three-yearly intervals;
- (ii) The advance is repayable by deductions from his salary/wages within one (1) year, repayment being at the rate of \$2.00 per month in the case of monthly paid Public Servants;
- (iii) The advance is not granted to Public Servants whose services are of a temporary nature or who are due to retire within one (1) year; and
- (iv) Receipts must be produced within one (1) month from the date the Public Servant uplifts the advance and any unexpended portion of the advance must be refunded immediately.”

2. Please bring this circular to the attention of your staff.

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C. E. Douglas,  
Permanent Secretary.