

**PUBLIC SERVICE MINISTRY**

**CIRCULAR NO. 12/1977**

**REFERENCE NO. PS: 16/0/1**

FROM: Permanent Secretary,  
Public Service Ministry

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

**SUBJECT: Endorsement of official correspondence  
with "PRODUCTION YEAR" during 1977.**

DATE: 11<sup>th</sup> February, 1977.

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Approval has been given for 1977 to be designated "PRODUCTION YEAR". Accordingly, all official correspondence should carry that inscription as a central heading.

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B. W. Vigilance,  
for Permanent Secretary.