

PUBLIC SERVICE MINISTRY

CIRCULAR NO. 2/1978

REFERENCE NO:
CPS: 12/1/12

FROM: Permanent Secretary,
Public Service Ministry

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

SUBJECT:
**Offer of Re-employment to Employees whose services
have be terminated during December 1977**

DATE: 12th January, 1978

With respect to those employees in your Ministry/ Department whom you have served with notices to the effect that as of December 1, 1977 or thereafter their services would no longer be required until such time as further employment opportunity becomes available, I would be grateful if each of the employees concerned be personally given a further re-deployment notice to amplify the prevous one, the standardized text of which should be in accordance with the pro-forma letter overleaf.

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S.M.Z Insanally,
for Permanent Secretary

APPENDIX

Dear Comrade,

Please refer to my previous letter to you of (insert date of letter) in which you were notified that your services were no longer required. I wish now to amplify that letter in so far as it concerned the possibility of a further employment opportunity being made available to you.

I confirm that you will soon be offered further employment within the general public service, including the service of any corporation or entity controlled by the Government.

Meanwhile, the period between the date on which your previous service was terminated and the date on which you will be required to take up your further service will be regarded as special leave, and you will be paid for it accordingly. During the period of the special leave you will, however, be liable to be recalled by me for such service as I may assign you. Further, in order to become eligible for this special leave you are required to report to me by the,1978.

With respect to the offer of further employment which will be made to you, I will take this opportunity to explain in advance that, when the offer is made, you will be required to report to your new employer within seven days of the date on which the offer is made in case you wish to accept it. If you accept the offer, arrangements will be made for your previous service to be counted with your further service for superannuation and other benefits.

If you do not accept the offer but were qualified at the time your service was terminated for any superannuation benefits, these would be given to you. However, if you do not accept the offer and are at some later time re-employed in the general public service (including the service of any corporation or entity controlled by Government) your previous service will not be allowed to count with your further service for superannuation and other purposes.

Yours co-operatively