

**PUBLIC SERVICE MINISTRY**

**CIRCULAR NO.16/1979**

**REFERENCE NO.PS:6/24/6**

FROM: Permanent Secretary,  
Public Service Ministry

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

DATE: 11<sup>th</sup> October, 1979.

**SUBJECT:**

**Non-compliance by Ministries and Government  
Departments with National Insurance Scheme  
Regulations.**

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I wish to bring to your attention the views expressed by the Executive Chairman, Public Utilities and Services in the attached copy of a letter addressed to the Executive Vice President, Guyana State Corporation.

2. Serious accusations are being made against Permanent Secretaries and Heads of Departments which reflect unfavourably on their ability and/or willingness to apply faithfully the National Insurance Scheme Regulations to the benefit of the workers, the National Insurance Scheme itself and the national economy.
3. Grateful if you would be good enough to take immediately, the necessary corrective action.
4. This Ministry will keep in close touch with the management of the National Insurance Scheme to ascertain the progress being made in registering employees and in submitting cards when they become due.

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(K.S. WILLIAMS)  
For Permanent Secretary,  
Public Service Ministry.

C.C. Executive Vice President, Guystac (ADMIN.).  
Executive Chairman, Public Utilities and Services.  
General Manager, National Insurance Scheme.

“ C O P Y “

Public Utilities and Services Group  
(Guyana State Corporation)

Ref. EC:PUS:4/10

4<sup>th</sup> October, 1979.

The Executive Vice President,  
Guyana State Corporation,  
Water Street,  
Georgetown.

Dear Comrade,

Non-compliance with N.I.S Regulations  
By Government Departments and Ministries

On numerous occasions attempts have been made by the Management of N.I.S. to assist the Ministries and Government Departments to comply with its Laws and Regulations. However, these attempts have proven futile. Non-compliance in two areas viz.,

1. Failure to register new employees
2. Failure to regularly affix stamps to the cards of those who have been registered.

The Management of N.I.S have recognized the tedious task of affixing stamps to the cards of thousands of employees every month, and consequently introduced a new system referred to as 'the Direct Payment System' for payment of contributions by Government Ministries and Departments.

As the name suggests, contributions are paid directly to N.I.S. No stamps are purchased, but an 'X' is marked on each employee's card each week a contribution is paid. However, when this system was introduced the Government Ministries and Departments had a number of stamps which were not affixed to the cards and they have encountered grave difficulty in ascertaining the contribution cards to which the stamps should be affixed. As is obvious, this has caused severe and undue hardship and embarrassment, not only to claimants, but to the N.I.S. who bears the blame for non-payment of benefits.

The Direct Payment System has not solved the problem since the Government Ministries and Departments are not complying with the rules of the system. The cards should be submitted at the end of each calendar year, but in most cases these cards are not submitted until year after.

In addition, N.I.S. has received monies for employees for whom there are no records of registration and as can be expected, the employees suffer.

The Executive Vice President.

In view of the above circumstances, the Management of N.I.S. is strongly requesting that Permanent Secretaries be prosecuted for failing to promptly register employees and also for failing to submit cards when they are due.

I shall be grateful if you could take up this matter with the President of Guystac.

Yours co-operatively,

SGD: G.E. Perry  
G.E. Perry  
Executive Chairman  
Public Utilities and Services.