

PUBLIC SERVICE MINISTRY

CIRCULAR NO.21/1979

REFERENCE NO.PS:16/0^{TJ(16)}

FROM: Permanent Secretary,
Public Service Ministry

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

DATE: 16th November, 1979.

SUBJECT:

**Inclusion of positions on the Temporary Establishment
and the Permanent Establishment (Non-Pensionable)
against which persons are employed.**

Subsequently to the Job Evaluation Exercise and Revision of Salaries as from January 1, 1973, it was decided that all Ministries/Departments should approach the Secretary to the Treasury with a view to having all employees who qualify for placement on the Temporary and Non-Pensionable Establishments and paid from Personal Emoluments or from "Other Charges" Allocations, excluding those paid from Project Funds, to have their positions appropriately reflected in the Estimates. However, it has been discovered that from the information received by this Ministry in respect of the current exercise relating to the "Listing of positions in each Occupational Class" vide my Circular memorandum No. PS: 16/0^{TJ(16)} dated 23rd August, 1979, refers; not all Ministries/Departments have complied with this decision, and, as a consequence, the Current Estimates do not reflect the true position as regards the total wages/salaries bill for the entire Public Service.

2. In this regard, I should be very grateful if you would, without delay, submit a list of those positions to the Chairman, State Planning Board, for inclusion in the 1980 Estimates of Expenditure.
3. Please bring the contents of this circular to the attention of all officers concerned, particularly those in the Personnel and Accounting Divisions/Sections/Units of your Ministry/Department.

A.R. Brutus,
For Permanent Secretary,
Public Service Ministry.