

PUBLIC SERVICE MINISTRY

CIRCULAR NO.26/1979

REFERENCE NO.PS:6/24/6

FROM: Permanent Secretary,
Public Service Ministry

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

SUBJECT:

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

DATE: 7th December, 1979

Please refer to my Circular No. 16/1979 dated 11th October, 1979, dealing with the state of National Insurance Scheme contributions in Ministries and Departments. From reports received it would appear that much progress has not been made in this area of work.

2. As you are aware, it is proposed to prosecute defaulting Accounting Officers for breaches under the National Insurance Scheme regulations and in order that this Ministry may properly monitor this situation as far as the Public Service is concerned, please furnish me with the following information not later than 31st December, 1979:-

- (i) The number of unregistered employees in your Ministry/Department;
- (ii) The number of employees in respect of whom there are inadequate records of their contributions;
- (iii) The last month for which payment of contributions was forwarded to the National Insurance Scheme;
- (iv) The number of contribution cards which have not been stamped up to the end of November, 1979: and
- (v) Whether or not a proper register of employees' contributions is being kept.

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

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