

PUBLIC SERVICE MINISTRY

CIRCULAR NO. 11/1980

REFERENCE NO. PS: 10/0/1/2
PS: 17/0

FROM: Permanent Secretary,
Public Service Ministry

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

SUBJECT: Civil Service Rules 1972 and 1976 Editions
– Amendment No. 1 – Long Vacation Leave.

DATE: 18th April, 1980.

Civil Service Rules 1972 and 1976 Editions are amended as set out hereunder:-

Long Vacation Leave

Rule H11 If a Public Servant during a full tour performed the duties of one or more higher positions and received continuously an Acting or Responsibility Allowance or both over different periods during that tour, and his substantive salary plus the Acting or Responsibility Allowance/s fell within the salary range applicable to the higher leave category, then he/she should be granted Leave and Leave Passage as set out for the higher leave category.

2. Kindly bring this Circular to the attention of all officers in your Ministry/Department, particularly those in Personnel and Accounting Divisions for them to note the above amendment.

.....
(A. R. Brutus),
for Permanent Secretary,
Public Service Ministry.