

**PUBLIC SERVICE MINISTRY**

**CIRCULAR NO. 23/1980**

**REFERENCE NO. PS: 8/0**

FROM: Permanent Secretary,  
Public Service Ministry

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

**SUBJECT: Worker participation in the Incentive Scheme.**

DATE: 17<sup>th</sup> September, 1980.

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Arising out of a recent discussion between the Public Service Ministry and Officials of the Guyana Public Service Union, it was agreed that the system of worker participation in the functioning of Ministries/Departments could be used to greater advantage in advancing the preparation and implementation of incentive schemes which are currently engaging the attention of all Permanent Secretaries and Heads of Departments.

2. It will be recalled that one of the recommendations contained in the guidelines for Incentive proposals circulated to all Ministries and Departments, is the setting up of small incentive committees of workers in the Ministries/Departments with a view to implementing better structured incentive proposals for employees and divisions, outside of the areas of financial reporting. These may include schemes for monitoring the use and consumption of electricity, as well as systems for improved efficiency in the Functioning of various divisions within the Ministry or Department, e.g. Registries, Personnel Units, Accounting Units, Stores, etc.
3. Officers functioning in these sections should be involved in the formulation of improved systems aimed at minimizing operational cost and streamlining activities for greater efficiency. The idea of worker participation in the incentive scheme also stems from recognition of the fact that the benefits of valuable experience acquired by officers after a considerable period of on-the-job training and service could prove useful in the discussions and final decisions.
4. Positive efforts should therefore be made to stimulate the workers interest in this direction and to canvas their views and ideas on improved methods for overall effectiveness.

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H. F. Marshall,  
for Permanent Secretary.