

**“YEAR OF DEFENCE”**

**PUBLIC SERVICE MINISTRY**

**CIRCULAR NO.25/1982**

**REFERENCE NO.CPS:12/1/12**

FROM: Permanent Secretary,  
Public Service Ministry

**SUBJECT:**

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

**Costing Exercise consequent upon retrenchment in  
the public service.**

DATE: 1982-10-04

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In order that Government may carry out a costing exercise due to retrenchment in the public service, you are requested to submit before October, 30<sup>th</sup> 1982, information as per the attached format, in respect of all pensionable and non-pensionable employees who were retrenched in 1982, and who have not to date, been re-engaged.

2. The format should be prepared in quintuplicate (five copies) and one copy should be sent to each of the following:-

- (i) Permanent Secretary, Public Service Ministry.
- (ii) Secretary, Public Service Commission.
- (iii) Permanent Secretary, Ministry of Labour, Manufacturing and Industrial Development.
- (iv) Accountant General.
- (v) Auditor General.

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K.S. Williams,  
Permanent Secretary (ag),  
Public Service Ministry.



