

**“YEAR OF DEFENCE”**

**PUBLIC SERVICE MINISTRY**

**CIRCULAR NO.31/1982**

**REFERENCE NO.PS:22/1/1**

FROM: Permanent Secretary,  
Public Service Ministry

**SUBJECT:**

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

**Relations between Guyana Public Service Union  
Officers and Permanent Secretaries and Heads of  
Department.**

DATE: 1982-11-10

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For sometime now, the Guyana Public Service Union has been expressing concern over the unsatisfactory treatment to which Branch Officers of the Union are being subjected in Ministries/Departments.

2. The Public Service Ministry and the Guyana Public Service Union have already devised and implemented a system, whereby, Branch Officers and members would be given time-off or Special Leave to attend to union business or to facilitate their attendance at union meetings or seminars, and to have regular and meaningful consultation with the Heads of Ministries/departments in a cordial atmosphere.

3. However, these arrangements are not being adhered to by some Ministries and Departments, and Branch Officers, as well as Officers of the Guyana Public Service Union's Executive Council, are experiencing difficulties in executing their functions.

4. You are hereby requested, to ensure that with immediate effect, every facility is afforded all Branch Officers and members of the Union, with a view to improving management/union relations.

5. Please ensure that all reasonable requests for Branch Officers/members to be granted time-off to attend meetings/seminars are dealt with expeditiously. The Guyana Public Service Union should also ensure that adequate notice is given to Permanent Secretaries and Heads of Departments for the release of Public Officers.

6. In the case of holding Branch Meetings it would be useful if Permanent Secretaries and Heads discuss with Branch Officers the advisability of holding Branch Meetings outside of working hours.

7. Both Permanent Secretaries and Heads should also invite Branch officials to meet with them on a regular basis to discuss matters of common interest.

8. Kindly bring the contents of this Circular to the attention of every officer in your Ministry/Department, especially those in supervisory positions.

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K. S. Williams,  
For Permanent Secretary,  
Public Service Ministry.

C.C. General Secretary, Guyana Public Service Union.