

**“YEAR OF WILL”**

**PUBLIC SERVICE MINISTRY**

**CIRCULAR NO.10/1983**

**REFERENCE NO. PS: 14/1/24**

FROM: Permanent Secretary,  
Public Service Ministry

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

**SUBJECT:**

Annual Report - 1982

DATE: 1983-03-11

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I wish to bring to your attention that, to date, only a few Ministries and Department have submitted their Annual Report for the year 1982.

Please be reminded that the deadline for the submission of 1982 Annual Reports was February 28, 1983, so that they can be tabled in Parliament on or Before April 30, the statutory deadline as stipulated in Public Service Ministry Circular No. 22/1981 dated September 22, 1981 on the Subject “Guidance for Annual Report”.

You are therefore requested to take the necessary steps to ensure that the report relating to your Ministry/Department/Region is prepared strictly in accordance with those guidelines and submitted by March 31<sup>st</sup>, 1983.

Your early attention and Co-operation in this matter will be appreciated.

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R.Sivanand  
For Permanent Secretaries  
PUBLIC SERVICE MINISTRY