

“YEAR OF RESOURCEFULNESS “

PUBLIC SERVICE MINISTRY

CIRCULAR NO. 4/1984

REFERENCE NO. PS:16/0/18 ^{TJ(93)}

FROM: Permanent Secretary,
Public Service Ministry

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

SUBJECT:
Transfer/Secondment of Public Servants to
Public Corporations and other Organizations

DATE: 1984-02-07

Please refer to my circular No. 3/1979 dated 3rd February, 1979, on the abovementioned subject.

2. I wish to remind you that it is still necessary to obtain the prior approval of the Secretary, Public Service Commission, for the secondment or transfer of Public Servants to agencies considered "Public Service" or "Other Public Service". I have however noted that in spite of this Ministry's Circulars far too many requests are submitted not only to after the unauthorised release of staff, but sometimes even after they have reverted to their substantive positions. In most cases too, even when late requests are forwarded no attempt is made to explain the reason(s) for the delay.
3. This Ministry views with grave concern the apparent disregard for authority, and should be grateful if you will ensure that the procedure outlined above is strictly adhered to in the future since lapses can redound to the disadvantage of the employee.
4. Please bring this circular to the attention of all employees in your Ministries/Departments and in particular those who deal with personnel matters.

J.E.SINCLAIR
PERMANENT SECRETARY
PUBLIC SERVICE MINISTRY