

YEAR OF STANDING UP FOR GUYANA

PUBLIC SERVICE MINISTRY

CIRCULAR
MEMORANDUM

REFERENCE NO. PS:20/58

FROM: Permanent Secretary,
Public Service Ministry

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

SUBJECT:

Revised rates of Project and Commuted Overtime Allowances to Project Employees.

DATE: 1986-08-12

I wish to refer to the above subject and to inform you that approval is given for the rates of Project and Commuted Overtime Allowances to be revised with effect from 1st July, 1986, as set out hereunder:-

A: PROJECT ALLOWANCE

Area	Rates
Coastal	\$375.00 per month
Interior	\$450.00 per month

B: COMMUTED OVERTIME ALLOWANCE

Project employees, provided they work overtime for seventy-six (76) hours or more monthly, should be paid commuted overtime allowance applicable to the GS scale groupings shown below:-

(a)	GS: 2 and lower	-	\$181.00
(b)	GS: 3 to GS: 4	-	\$236.00
©	GS: 5 to GS: 6	-	\$311.00
(d)	GS: 7 to GS: 8	-	\$410.00

2. However, the above rates could be pro-rated in instances where employees work overtime for more than twenty-five (25) hours, but less than seventy-six (76) hours monthly, e.g.

AN employee in GS grouping (b) who worked for thirty (30) hours overtime in May should be paid a pro-rata commuted overtime allowance as follows:-

$$30/76 * \$236 = \$93.15$$

3. Please bring the contents of this memorandum to the attention of all officers in the Accounts Sections/Divisions of your organization.

J. McCurdy
for Permanent Secretary

c.c Accountant General
Auditor General