

“YEAR OF PURPOSEFUL ECONOMIC ADJUSTMENT”

PUBLIC SERVICE MINISTRY: CIRCULAR NO. 5/1987: REFERENCE NO. PS: 16/0^{VI}

FROM: Permanent Secretary,
 Public Service Ministry.

SUBJECT:

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

Actual number of persons employed in the
Traditional Public Service in Central
Ministries/Regions at 1987/01/15.

DATED: 1987/01/28.

I shall be very grateful if you will submit by 20th February, 1987, data reflecting the numbers of persons employed in the various positions (pensionable and non-pensionable) in your organization at 15th January, 1987, in accordance with the attached format at Appendix A, and for Open-Vote employees and those employed on Projects in accordance with the format at Appendix B.

2. It is extremely important that accurate information should be given in this exercise within the time specified. Consequently, Heads of Agencies to whom this Circular is addressed, are requested to sign the submissions forwarded by their Agencies, and will be held liable for their accuracy.

.....
J. E. SINCLAIR,
Permanent Secretary,
PUBLIC SERVICE MINISTRY.

PERMANENT PENSIONABLE AND NON-PENSIONABLE EMPLOYEES

ACTUAL NUMBER OF PERSONS EMPLOYED AT 1987/01/15

Category, Occupational Group and Occupation	Total No. of Pensionable Employees		*Total No. of Non-Pensionable Employees		Remarks
	Male	Female	Male	Female	
<u>Category A: Administrative</u> (Please list the position/s)					
<u>Category B: Senior Technical</u>					
<u>Category D: Other Technical and Craft Skilled</u>					
<u>Category E: Clerical and Office Support</u>					
<u>Category F: Semi-Skilled Operatives and unskilled</u>					
<u>GRAND TOTAL</u>					

NOTE:

* Permanent Non-Pensionable employees whose positions have been transferred to the Pensionable establishment, but who have been formally appointed, should be shown in the return as Non-Pensionable employees.

OPEN-VOTE AND PROJECT EMPLOYEES

ACTUAL NUMBER OF PERSONS EMPLOYED AT 1987/01/15

Name of Project	Positions	Male	Female	Total	Remarks
<u>Category A:</u> <u>Administrative</u> (Please list the position/s)					
<u>Category B: Senior</u> <u>Technical</u>					
<u>Category D: Other</u> <u>Technical and Craft Skilled</u>					
<u>Category E: Clerical and</u> <u>Office Support</u>					
<u>Category F: Semi-Skilled</u> <u>Operatives and unskilled</u>					
<u>GRAND TOTAL</u>					