

“YEAR OF SUSTAINED AND DISCIPLINED WORK”

PUBLIC SERVICE MINISTRY

CIRCULAR NO. 2/1989

REFERENCE NO. PS: 17/0^{VIII}

FROM: Permanent Secretary,
Public Service Ministry

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

SUBJECT:

Vacation Leave Categories – Qualifying Salary
Limits.

DATE: 1989-01-23

Consequent on the adjustment of wages and salaries in the Public Service with effect from 1st January, 1988, inclusive, the qualifying salary limit for each leave category mentioned at paragraph 1 of this Ministry's Circular No. 6/1988, dated 27th January, 1988, has been adjusted as set out in column 3 below: -

| (1) | (2) | (3) |
|----------------|--|---|
| Leave Category | Qualifying Salary Limits with effect from January 1 st 1987 to December 31 st 1987 | Adjusted Qualifying Salary Limits with effect from January 1 st 1988 |
| A | Salary from \$1,699.44 per month | Salary from \$1,784.41 per month |
| B | Salary from \$1,235.73 per month to \$1,699.43 per month | Salary from \$1,297.52 per month to \$1,784.40 per month |
| C | Salary from \$993.80 per month to \$1,235.72 per month | Salary from \$1,043.49 per month to \$1,297.51 per month |
| D | Salary from \$827.13 per month to \$993.79 per month | Salary from \$868.49 per month to \$1,043 per month |
| E | Salary <u>under</u> \$827.13 per month | Salary <u>under</u> \$868.49 per month |

2. I wish to remind you that when officers proceed on leave during 1989, the adjusted qualifying salary limits set out in column 3 of the schedule must be used to determine leave entitlement and vacation allowance for service given during 1988. Please ensure that merit awards for 1988 are not included in their substantive salaries for 1988 – for the purpose of satisfying the qualifying salary limits set out in Column 3 of paragraph 1.

3. Please also note that only officers who have been promoted during 1988 and their increased salaries have placed them in a higher category, would qualify for greater leave entitlement during 1989.
4. Kindly bring this Circular to the attention of all staff in your Ministries / Departments / Regions, and particularly those in your Personnel and Accounting Divisions who deal with matters relating to the grant of vacation leave and vacation allowances.

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J.E. Sinclair,
Permanent Secretary,
Public Service Ministry.