

“YEAR OF SUSTAINED AND DISCIPLINED WORK”

PUBLIC SERVICE MINISTRY

CIRCULAR
MEMORANDUM

REFERENCE NO. PS: 41/5

FROM: Permanent Secretary,
Public Service Ministry

SUBJECT:

TO: All Permanent Secretaries,
Heads of Departments.

One Day Seminar – “Towards more Effective Public
Management”.

DATE: 1989-04-10

The Faculty of Social Sciences of the University of Guyana is holding a one day Seminar for top officials in the Public Service, the Public Sector and the Disciplined Forces on April 17, 1989 at the Guyana Pegasus Hotel, commencing at 08:30 hours. The Minister of the Public Service Dr. Faith A. Harding will declare the Seminar open.

2. The Theme of the Seminar is “Towards More Effective Public Service Management”, and its objectives are:
 - (i) To facilitate an increased understanding of the economic, social and political changes in the managerial environment and the society in general.
 - (ii) To develop a common awareness and sensitivity to the role of top public management in Guyana.

Among the presenters at this seminar is Dr. Harris, Professor of Management of the Faculty of Business and Administrative Sciences at the California State University.

3. Dr. Harris has held top administrative positions in the Government of the United States, and his participation in the seminar is made possible through the United States Information service. Other presenters are Cdes. J.E. Sinclair, A.A. Permanent Secretary, Public Service Ministry, Harold Davis, C.C.H. Chairman Guysuco, and Dr. Ken Danna Dean, Faculty of Social Sciences, University of Guyana.
4. You are cordially invited to attend this seminar or nominate a senior member of staff to do so.
5. The cost per participation is six hundred dollars (\$600.00) which covers the cost for lunch and other incidental expenses associated with the organization of the Seminar. The Public Service Ministry will pay the cost of the participation.

6. Please provide us with the name of the participant from your Ministry / Department together with his designation and address.

Your co-operation will be appreciated.

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