

**“YEAR OF INTENSIFIED EFFORT AND GREATER SELF-RELIANCE ”**

**PUBLIC SERVICE MINISTRY**

**CIRCULAR NO. 9/1990**

**REFERENCE NO. PS: 22/0/3<sup>iii</sup>**

FROM: Permanent Secretary,  
Public Service Ministry

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

**SUBJECT:**

**Statistics on Union Dues/Agency Fees in the  
Public Service**

DATE: 1990-02-27

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I refer to my Circular No.15/1989 dated 5<sup>th</sup> June, 1989, on the subject “Statistics on Union/Agency Fees in the Public Service and wish to remind you that the following information in respect of your Agency must be submitted by the twentieth (20<sup>th</sup>) day of each month.

- (a) the number of employees in the bargaining unit of each union paying Union Dues, Agency Fees or nothing;
- (b) the total number of employees in the bargaining unit of each union;
- (c) the number of employees recruited prior to 1976-03-01 who pay nothing;
- (d) the rate of Union Dues remitted to each union every month;
- (e) the rate of Agency Fees remitted to each Union every month;

The above information must be submitted in accordance with the format shown in the appendix. The total number of employees entered under column 3 (i.e. Number of employees in the bargaining unit of each Union) should be the same as the number of employees on the staff list of your Agency.

Please note that you should provide similar information in respect of Union/Association to which Union dues/Agency Fees are being remitted, but which has not been indicated in the appendix. Information concerning project employees should be shown separately.

I wish to remind you, also, that lists of the names of persons from whose pay regular monthly deductions of Union Dues/Agency Fees are made each month and remitted to unions must be submitted to this Ministry. The Union Dues should be reflected separately from the Agency Fees.

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