

“YEAR OF INTENSIFIED EFFORT AND GREATER SELF-RELIANCE”

PUBLIC SERVICE MINISTRY

CIRCULAR
MEMORANDUM.

REFERENCE NO. PS: 20/24

FROM: Permanent Secretary,
Public Service Ministry

TO: All Permanent Secretaries,
Heads of Departments not under
Ministerial Control

SUBJECT:

Payment of Entertainment and Duty Allowances to
Permanent Secretaries and Heads of Departments.

DATE: 1990-03-04

Cabinet has approved the payment with effect from 1st January, 1990, of Entertainment and Duty allowance to Permanent Secretaries and certain heads of Departments as set out below: -

- (a) Entertainment Allowance (non-pensionable and non-taxable) at the rate of \$500.00 per month to Permanent Secretaries and those Heads of Departments who are now paid at the rate of \$200.00 per month;
 - (b) Duty Allowance (pensionable and non-taxable)
 - (i) at the rate of \$500.00 per month to all senior Permanent Secretaries; and
 - (ii) at the rate of \$300.00 per month to all junior Permanent Secretaries and Deputy Permanent Secretaries.
2. The positions which attract payment of the entertainment allowance referred to at (a) above are shown at Appendix I hereto. The positions of senior and junior Permanent Secretary which attract the different rates of duty allowance are shown at Appendix II hereto.
3. With regard to the duty allowance mentioned at (b) above, where a senior Permanent Secretary may have been posted against a position of junior Permanent Secretary/Deputy Permanent Secretary, he/she should be paid the duty allowance applicable to a senior Permanent Secretary on a personal basis. In this regard, letters are being sent to these officers on an individual basis.
4. Please effect payment of the above allowances at the new rates earliest from funds under your control.

R. Sivanand
for Permanent Secretary
Public Service Ministry

SCHEDULE OF PERMANENT SECRETARIES, DUPUTY PERMANENT SECRETARIES AND HEADS OF DEPARTMENTS TO WHOM THE ENTERTAINMENT ALLOWANCE OF \$500.00 PER MONTH IS PAYABLE

Permanent Secretary, Public Service Ministry
Permanent Secretary, Office of the President
Permanent Secretary, Ministry of Health
Permanent Secretary, Ministry of Education
Permanent Secretary, Ministry of Agriculture
Permanent Secretary, Ministry of Communications and works
Permanent Secretary, Ministry of Trade an Tourism
Permanent Secretary, Ministry of Home Affairs
Permanent Secretary, Ministry of Labour
Permanent Secretary, Ministry of Regional Development
Permanent Secretary, Ministry of Culture and Social Development
Permanent Secretary, Ministry of Legal Affairs
Permanent Secretary, Ministry of Public Utilities
Permanent Secretary, Ministry of Housing
Deputy Permanent Secretary, Public Service Ministry
Deputy Permanent Secretary, Ministry of Education
Deputy Permanent Secretary, Ministry of Agriculture
Deputy Permanent Secretary, Ministry of Communications and Works
Chief Administrative Officer, Office of the President
Director-General, Ministry of Foreign Affairs
Secretary, Public Service Commission
Secretary, Teaching Service Commission
Chief Labour Officer
Chief Statistician
Chief Co-operatives Development Officer
Accountant General
Chief Hudraulics Officer
Chief Crops and Livestock officer
Chief Executive Officer, Plant Maintenance and Hire Division

SCHEDULE OF SENIOR PERMANENT SECRETARIES TO WHOM THE DUTY ALLOWANCE OF \$500.00 PER MONTH IS PAYABLE

Permanent Secretary, Public Service Ministry
Permanent Secretary, office of the Prime Minister
Permanent Secretary, Ministry of Health
Permanent Secretary, Ministry of Education

Permanent Secretary, Ministry of Agriculture
Permanent Secretary, Ministry of Communication and Works
Permanent Secretary, Ministry of Trade and Tourism
Director-General, Ministry of Foreign Affairs

SCHEDULE OF JUNIOR PERMAMENT SECRETARIES AND DEPUTY PERMANENT SECRETARIES
TO WHOM THE DUTY ALLOWANCE OF \$300.00 PER MONTH IS PAYABLE

Permanent Secretary, Ministry of Home Affairs
Permanent Secretary, Ministry of Labour
Permanent Secretary, Ministry of Regional Development
Permanent Secretary, Ministry of Culture and Social Development
Permanent Secretary, Ministry of Legal Affairs
Permanent Secretary, Ministry of Public Utilities
Permanent Secretary, Ministry of Housing
Chief Administrative officer, office of the President
Deputy Permanent Secretary, Public Service Ministry
Deputy Permanent Secretary, Ministry of Education
Deputy Permanent Secretary, Ministry of Agriculture
Deputy Permanent Secretary, Ministry of Communications and Works
Secretary, Public Service Commission
Secretary, Teaching Service Commission
Chief Co-operatives Development Officer