

“THE YEAR OF CONTINUITY, INNOVATIVE ACTION AND SUPREME CONFIDENCE”

PUBLIC SERVICE MINISTRY

CIRCULAR NO. 18/1991

REFERENCE NO. PS: 16/0/32

FROM: Permanent Secretary,
Public Service Ministry

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

SUBJECT:

Re-employment of Retired Personnel

DATE: 1991-06-12

It has been observed that the reason given in support of a number of requests from Agencies for the re-employment of retired persons is “application from the individual”.

2. I therefore wish to advise that while retired persons can and do make useful contributions to the work of our Ministries/Departments, their re-employment should be proposed primarily from the stand point of the needs of the organization, rather than to accommodate the officers. Moreover, requests involving the blocking or promotional opportunity of serving officers should be carefully examined before submission.
3. Further to what is stated above, please be reminded that the prescriptions set out in this Ministry’s Circular No: 3/1981 dated 5th February, 1981 (reproduced overleaf) should be observed in submitting requests for the re-employment of retired persons. Also, the requests should be made prior to the effective date of re-employment.
4. Please bring the contents of this Circular to the attention of the relevant staff in your organization, particularly those attached to the Personnel Unit.

Paula A. Mohamed
Permanent Secretary
Public Service Ministry

RR.

PUBLIC SERVICE MINISTRY

CIRCULAR NO. 3/1981

REFERENCE NO. PS: 16/0/32

FROM: Permanent Secretary,
Public Service Ministry

TO: All Permanent Secretaries
and Heads of Departments

SUBJECT:

Re-employment of Retired Personnel

DATE: 5th February, 1981

The purpose of this Circular is to standardize the practice in relation to the re-employment of retired personnel who qualified for the payment of superannuation benefits on retirement.

2. It is suggested that the following steps be taken in your Ministry/Department in respect of the re-employment of retired personnel: -
 - (i) Simultaneous with your correspondence seeking the concurrence of the relevant union, which should be copied to this Ministry and to the Secretary, Public Service Commission (in cases where it is intended that the person should be re-employed in a pensionable post), you should request the approval of this Ministry for the re-employment. This request should also be copied to the Secretary, Public Service Commission in the aforementioned cases, and should contain the undermentioned particulars.
 - (a) Date of employee's retirement, post from which he retired and his salary/wages at the date of retirement.
 - (b) The post in which the employee will be re-employed, the estimated duration, the salary proposed and date of re-employment.
 - (ii) The unions representing Government employees will be asked by this Ministry to copy their reply to this Ministry and to the Secretary, Public Service Commission, where necessary.
 - (ii) On receipt of the concurrence of the union, this Ministry will then issue the necessary approval. This approval will be addressed to you and copied to the Secretary, Public Service Commission (in the event of re-employment in a pensionable post) to enable him to issue the necessary authority.
3. This Circular takes effect immediately and should be drawn to the attention of all persons dealing with personnel matters in your Ministry/Department.

Sgd. H.Alli
For Permanent Secretary.
Public Service Ministry

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