

OFFICE OF THE PRESIDENT
PUBLIC SERVICE
MANAGEMENT

CIRCULAR NO. 9/1993

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

FROM: Permanent Secretary,
Public Service Ministry

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

DATE: 1993-05-05

SUBJECT:

- (i) Utilisation of Vacation Allowance for Airfares.
- (ii) Grant of Vacation Allowance Re: Leave Spent Overseas.
- (iii) Amendment to Public Service Rule H12

As you are aware, public servants are entitled to utilize their vacation allowance towards approved investments in Guyana in terms of Ministry of Finance Circulars Nos. 12/1974 dated 16th July, 1974, 9/1981 dated 6th August, 1981 and 14/1989 dated 25th September, 1989. However, the vacation allowance is only granted provided that not more than twenty-one (21) days annual vacation leave are spent outside of Guyana or the entire period of the leave is spent inside the country.

2. Consequent upon a review of the circumstances under which the vacation allowance is payable Cabinet has given approval for the following: -
 - (a) That annual vacation allowance due to employees on the Permanent Pensionable Establishment be used partly or in its entirety for the payment of airfares for overseas visits.
 - (b) That annual vacation leave, if spent overseas, either partly or wholly be utilized without detriment to the payment of vacation allowance to employees so entitled.
3. The effective date of the approvals outlined above is the 1st January, 1992, (i.e. in respect of vacation allowance earned in 1991).
4. Public Service Rule H12 (2) is hereto amended accordingly.
5. Please bring the contents of this Circular to the attention of all pensionable employees and those persons who deal with personnel matters in your organisation.

R. Sivanand A. A.
For Permanent Secretary (ag)
Office of the President
Public Service Management

Cj: