

**OFFICE OF THE PRESIDENT**

**CIRCULAR  
MEMORANDUM**

**REFERENCE NO: PS: 20/2**

**PUBLIC SERVICE MANAGEMENT**

FROM: Permanent Secretary,  
Office of the president,  
Public Service Ministry

**SUBJECT:**

TO: All Permanent Secretaries,

Increase in duty Allowance paid to confidential  
Secretaries to Ministries.

DATE: 1995/10/20

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With reference to the above subject, I wish to inform you that approval has been given for the non-taxable duty allowance paid to Confidential Secretaries to Ministries to be increased to ten thousand dollars (10,000.00) per Month with effect from 1<sup>st</sup> October 1995, inclusive.

Please bring this memorandum to the attention of all staff in your personnel and Accounting Divisions and arrange payment accordingly.

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G. Husbands  
For Permanent Secretaries  
Office of the President  
Public Service Management