

**“PUBLIC SERVICE MANAGEMENT OFFICE OF THE PRESIDENT”**

**PUBLIC SERVICE**  
**MINISTRY**

**CIRCULAR NO.**  
**19/2000**

**REFERENCE NO.**

FROM: Permanent Secretary,  
Public Service Ministry

**SUBJECT:**

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

Unauthorised Retention of services of  
Retirees

DATE: 2000-08-30

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It has been brought to the attention of the Permanent Secretary .Public Service Management,Office of the President ,that Ministries/Departments/Regions have in their employ ,persons who have retired over a period of time without the authority of this Ministry .Moreover ,Requests for the covering approval to have those employees remaining on the job are received by this Ministry long after retirement.

- 2) You are requested to examine your inventory of staff and ensure that all employees inclusive of the retired employees are on the job with the proper authority of the Public Service Management/Public Service Commission.
- 3) Please note that anyone found on the job after the 20th of September without authority will result in the person being sent off the job immediately and the Accounting Officer of the agency liable to be surcharged for the unauthorized expenditure in employment cost.
- 4) Your are therefore requested to submit comprehensive list of those employees in your organization no later than 2000-09-16 who are on the job without authority using the following format:

Ministry/Department/Region

Name of Officer	Date of Birth	Designation	Date Retired	Period of which	Public service Management's
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				approval was last granted for re-employment	reference and date

5. Please bring the contents of this circular to the attention of all relevant staff in your Ministries/Departments/regions especially the officers in the personnel division/units for appropriate action response as requested.

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N.K Gopaul;  
Permanent secretary  
Public Service Management  
Office of the President