

From: Permanent Secretary
Public Service Ministry

Circular No.: 8/2003

To: All Permanent Secretaries,
Heads of Departments and
Regional Executive Officer

Reference No.: PS: 18 VIII

Date: 03/12/2003

Subject: **Increase in Salaries and Wages – 2003.**

1. Government has approved a five percent (5%) across the board increase in salaries and wages retroactive to January 1st 2003. The figures appearing on the appendix hereto reflect a similar increase at the minimum, midpoint and maximum levels of each scale.
2. This Circular therefore authorizes the payment of the five percent (5%) increase on salaries and wages for the year 2002, calculated on the figures obtained at December 31st 2001. The increase is applicable to all Public Servants, defined to mean those employed in Ministries, Departments not under Ministerial Control, Regional Administrators, and those who are engaged on contract against positions reflected on the inventory of authorized positions of the Traditional Public Service.
3. Workers employed in the other agencies not mentioned herein, e.g. Teachers, Disciplined Services and workers employed on Projects will be issued separate instructions by their respective policy agencies.
4. Agency heads not within the traditional Public Service (e.g. NARI, GSA, National Library etc) should approach the Secretary to the Treasury in connection with increases for their workers for the year 2002.
5. For those employees who fall below the minimum of the adjusted scales, their salaries should be adjusted to the level of the new minimum.
6. The increase is not applicable to those employees who were dismissed at any time during the year 2002, prior to the issuance of this Circular.
7. Government has approved also of an increase of four percent (5%) in salaries and wages to those persons contracted against positions that are not reflected on the inventory of authorized positions of the Traditional Public Service. Please note that this increase is only applicable to those employees who have been in the employ as at December 31, 2002.

8. The expenditure for the salary increases will be met from allocations provided for under the approved National Estimates in the Budget for 2003. Permanent Secretaries, Heads of Departments and Regional Executive Officers, should immediately request the amount necessary to make payments of all arrears of salary/wage by way of memorandum addressed to the Secretary to the Treasury.
9. Please bring the contents of this Circular to the attention of all Accounting and Personnel staff in your organizations for appropriate actions to be taken by them.

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Dr. N. K. Gopaul
Permanent Secretary
Public Service Ministry

Schedule of Adjusted 1-14 Salary Bands Effective From January 1, 2003

	<u>BAND MINIMUM</u>	<u>MINIMUM</u>	<u>MIDPOINT</u>	<u>MIDPOINT</u>	<u>MAXIMUM</u>	<u>MAXIMUM</u>
	<u>G\$/MONTH</u>	<u>G\$/MONTH</u>	<u>G\$/MONTH</u>	<u>G\$/MONTH</u>	<u>G\$/MONTH</u>	<u>G\$/MONTH</u>
	2002	2003	2002	2003	2002	2003
1	21,047	22,099	22,534	23,661	24,015	25,216
2	22,961	24,109	24,784	26,023	26,607	27,937
3	24,819	26,060	26,867	28,210	28,909	30,354
4	25,951	27,249	28,145	29,552	30,343	31,860
5	29,239	30,701	33,029	34,680	36,819	38,660
6	33,658	35,341	38,038	39,940	42,414	44,535
7	38,762	40,700	48,044	50,446	57,332	60,199
8	47,262	49,625	59,055	62,008	70,852	74,395
9	57,211	60,072	73,150	76,808	89,095	93,550
10	70,753	74,291	93,284	97,948	115,815	121,606
11	88,983	93,432	118,474	124,398	147,972	155,371
12	109,541	115,018	151,224	158,785	192,905	202,550
13	138,654	145,587	191,408	200,978	244,168	256,376
14	168,721	177,157	240,982	253,031	313,244	328,906

	<u>BAND MINIMUM</u>	<u>MINIMUM</u>	<u>MIDPOINT</u>	<u>MIDPOINT</u>	<u>MAXIMUM</u>	<u>MAXIMUM</u>
	<u>G\$/MONTH</u>	<u>G\$/MONTH</u>	<u>G\$/MONTH</u>	<u>G\$/MONTH</u>	<u>G\$/MONTH</u>	<u>G\$/MONTH</u>
	2002	2003	2002	2003	2002	2003
1	884	928	947	994	1,006	1,056
2	964	1,012	1,043	1,095	1,116	1,172
3	1,043	1,095	1,127	1,183	1,214	1,275
4	1,089	1,143	1,180	1,239	1,272	1,336
5	1,226	1,287	1,386	1,455	1,546	1,623
6	1,412	1,483	1,594	1,674	1,780	1,869
7	1,628	1,709	2,015	2,116	2,408	2,528