

FROM: Permanent Secretary,
Public Service Ministry

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

SUBJECT
INCREASE IN SALARY/ WAGES 2013

DATE: 2013-11-21

1. Government has approved a five percent (5%) across-the-board increase on the level of salaries and wages obtained at 31st. December 2012, retroactive to 1st. January 2013. The figure appearing on the appendix hereto reflects 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 the current salaries and wages of workers. The increase is applicable to all Public Servants, defined to mean those employed in Ministries, Departments not under Ministerial Control, Regional Administrations and those who are engaged on contracts 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 have been issued separate instructions by their respective policy agencies. **Those employees whose salaries are “red-circled” are not eligible for this increase.**
4. Agency Heads not within the traditional Public Service (e.g. NAREI, GLDA, GSA, National Library, etc) should approach the Finance Secretary of the Ministry of Finance in connection with increases within this framework, for their workers for the year 2013.
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 for misconduct at any time during the year 2013 prior to the issuance of this circular.
7. Government has approved also of an increase of five 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.
8. The Expenditure for the salary increases will be met from allocations provided for under the approved National Estimates in the Budget for 2013. Permanent Secretaries, Heads of Department and Regional Executive Officers, should immediately request for the amount necessary to make payments of all arrears of salaries/wages by way of memorandum addressed to the Finance Secretary of the Ministry of Finance.

9. Please bring the contents of this circular to the attention of all Accounting Personnel staff in your organizations for appropriate actions to be taken by them.

.....
Mr. Hydar Ally
Public Service Ministry.

Schedule of Adjustment 1-14 Salary Bands Effective 1st. January 2013

Monthly Bands	Minimum		Midpoint		Maximum	
	2012	2013 (5%)	2012	2013 (5%)	2012	2013 (5%)
01	37,657	39,540	40,319	42,335	42,969	45,117
02	41,083	43,137	44,345	46,562	47,605	49,985
03	44,408	46,628	48,072	50,476	51,726	54,312
04	46,434	48,756	50,360	52,878	54,292	57,007
05	52,318	54,934	59,097	62,052	65,882	69,176
06	60,224	63,235	68,063	71,466	75,890	79,685
07	69,355	72,823	85,966	90,264	102,584	107,713
08	84,565	88,793	105,665	110,948	126,772	133,111
09	102,367	107,485	130,886	137,430	159,414	167,385
10	126,594	132,924	166,910	175,256	207,224	217,585
11	159,216	167,177	211,982	222,581	264,762	278,000
12	195,998	205,798	270,581	284,110	345,158	362,416
13	248,090	260,495	342,480	359,604	436,884	458,728
14	301,888	316,982	431,184	452,743	560,478	588,502

Daily Bands	Minimum		Midpoint		Maximum	
	2012	2013 (5%)	2012	2013 (5%)	2012	2013 (5%)
01	1,582	1,661	1,696	1,781	1,786	1,875
02	1,724	1,810	1,867	1,960	1,996	2,096
03	1,867	1,960	2,018	2,119	2,171	2,280
04	1,950	2,048	2,113	2,219	2,276	2,390
05	2,195	2,305	2,481	2,605	2,764	2,902
06	2,525	2,651	2,853	2,996	3,184	3,343
07	2,915	3,061	3,606	3,786	4,309	4,524