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CIRCULAR NO. 75
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9th May, 2013

Permanent Secretaries/Heads of Department

Information on Officers in the Fiscal Management Group (FMG)

Further to Circular No. 91 of the 23rd July 2012 from this Office, I am to advise that the policy in relation to the payment of acting and special allowances to officers in the Fiscal Management Group (FMG) has been revised.

It therefore means that percentage payments will end on or before the **31st March, 2014**. In the circumstances, you are being asked to complete and submit to the Office the attached form with information/particulars for **only** the Officers in your Ministries/Departments who are currently in receipt of a percentage of the acting allowances. This information should be submitted **no later than the 30th June, 2013.**

Please note that this information is critical and is required to inform the new policy direction.

Human Resource Personnel are being implored to make every effort to capture all staff members who are affected, whether they are in your Head Offices or Out Stations, as this opportunity will only be available for a specific period, thereby eliminating the possibilities of a grace period.

If you should experience any difficulties, please advise this Office accordingly and we will endeavour to assist in whatever way we can.

You are being advised that failure to comply with this request will be to the detriment of the affected officers.


Lois Parkes, PhD
Chief Personnel Officer

