

Circular No. 17

Ref. No. C11306^{II}

Public Service Establishment Division
Ministry of Finance and Planning
30 National Heroes' Circle
Kingston 4

March 25, 2002

To: Permanent Secretaries
Heads of Departments

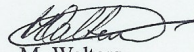
Re: Duty Allowance for Executive Secretaries 2000/2002

Approval is hereby given for the duty allowance payable to Executive Secretaries to be increased as detailed below:

	Existing	Revised 1/4/2000	Revised 1/4/2001
	\$	\$	\$
Executive Secretary 3	33,180 p.a.	36,498 p.a.	41,604 p.a.
Executive Secretary 2	26,556p. a.	29,212 p.a.	33,300p.a.
Executive Secretary 1	23,244 p.a.	25,568 p.a.	29,148 p.a.

New rates may be paid in April 2002. The arrears for the period April 1, 2000 to March 31, 2002 are to be paid in August 2002.

This Ministry's Public Expenditure Division **and** the Compensation Unit of the Public Service Establishment Division are to be advised of the additional cost to implement these increases and to pay the retroactive amounts.



M. Walters
for Financial Secretary