

Circular No. 21

Ref. No. C59/22/1<sup>II</sup>

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

May 13, 2002

To: Permanent Secretaries  
Heads of Departments

**Re: Anomaly Pay Adjustment Senior Executive and Equivalent Groups**

Consequent on the implementation of the Scientific Officers Group (SOG/ST) and the attendant pay plan as well as pay adjustments to other groups, there now exists anomalies with certain grades in the Senior Executive Group. For instance, there are some officers in the Scientific Officers Group (SOG) who are paid the same rate or higher than their supervisors in the Senior Executive Group (SEG).

As a result, the salary scales for the Senior Executive Group and the relevant equivalent grades have been adjusted with effect from April 1, 2001 as detailed on the attached schedule.

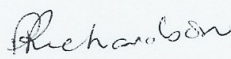
**This adjustment is not applicable to those newly created positions titled Administrative or Executive Assistants or those previously reclassified from the OPS/SS Series. The job descriptions for these positions are to be submitted to the Compensation Unit of the Ministry of Finance and Planning no later than May 31<sup>st</sup> 2002.**

Conversion to the adjusted salary scales should be made on a point-to-point basis starting from minimum to minimum.

The new rates for the period April 1, 2002 to May 31, 2002, where possible, may be paid in May 2002. Otherwise, arrangements are to be made for the new rates for the period April 1 2002 to June 30, 2002 to be paid in June 2002. The arrears for the period April 1, 2001 to March 31, 2002 are to be paid in August 2002.

The Public Expenditure Division (PEX) and the Public Service Establishment Division of this Ministry must be advised of the **additional funds** required to pay the new rates and the arrears.

In any case of doubt or difficulty, the Public Service Establishment Division of this Ministry is to be contacted before any payment is made.

  
P. Richardson  
for Financial Secretary

# **ANOMALY ADJUSTMENT FOR THE SENIOR EXECUTIVE GROUP AND EQUIVALENT GROUPS**

|  |           |           |           |           |           |           |           |           |           |
|--|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| <b>Executive Management Series (EMG)</b>                   | \$        | \$        | \$        | \$        | \$        | \$        | \$        | \$        | \$        |
| EMG  |           |           |           |           |           |           |           |           |           |
| Proposed Anomaly Adjustment With Effect From April 1, 2001 | 2,850,000 | 2,921,250 | 2,994,281 | 3,069,138 | 3,145,867 | 3,224,513 | 3,305,126 | 3,387,754 | 3,472,448 |
|  |           |           |           |           |           |           |           |           | 3,559,259 |
| <b>Senior Executive Series (GMG/SEG)</b>                   |           |           |           |           |           |           |           |           |           |
| <b>Chief Technical Director</b>                            |           |           |           |           |           |           |           |           |           |
| Anomaly Adjustment With Effect From April 1, 2001          | 2,850,000 | 2,921,250 | 2,994,281 | 3,069,138 | 3,145,867 | 3,224,513 | 3,305,126 | 3,387,754 |           |
| <b>SEG 6</b>   |           |           |           |           |           |           |           |           |           |
| Anomaly Adjustment With Effect From April 1, 2001          | 1,978,170 | 2,027,624 | 2,078,315 | 2,130,272 | 2,183,529 | 2,238,117 | 2,294,070 | 2,351,422 |           |
| <b>SEG 5</b>   |           |           |           |           |           |           |           |           |           |
| Anomaly Adjustment With Effect From April 1, 2001          | 1,623,576 | 1,664,165 | 1,705,770 | 1,748,414 | 1,792,124 | 1,836,927 | 1,882,850 | 1,929,922 |           |
| <b>SEG 4</b>   |           |           |           |           |           |           |           |           |           |
| Anomaly Adjustment With Effect From April 1, 2001          | 1,400,004 | 1,435,004 | 1,470,879 | 1,507,651 | 1,545,342 | 1,583,976 | 1,623,575 | 1,664,165 |           |
| <b>SEG 3</b>   |           |           |           |           |           |           |           |           |           |
| Anomaly Adjustment With Effect From April 1, 2001          | 1,138,620 | 1,167,086 | 1,196,263 | 1,226,169 | 1,256,823 | 1,288,244 | 1,320,450 | 1,353,461 |           |
| <b>SEG 2</b>   |           |           |           |           |           |           |           |           |           |
| Anomaly Adjustment With Effect From April 1, 2001          | 948,816   | 972,536   | 996,850   | 1,021,771 | 1,047,315 | 1,073,498 | 1,100,336 | 1,127,844 |           |
| <b>SEG 1</b>   |           |           |           |           |           |           |           |           |           |
| Anomaly Adjustment With Effect From April 1, 2001          | 700,008   | 717,508   | 735,446   | 753,832   | 772,678   | 791,995   | 811,795   | 832,090   |           |



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05/13/2002

# **ANOMALY ADJUSTMENT FOR THE SENIOR EXECUTIVE GROUP AND EQUIVALENT GROUPS**

| Revenue Management Group/Tax Administration Series (RMG/TA) |           |           |           |           |           |           |           |           |    |    |
|---|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|----|----|
| <b>RMG/TA 11</b>  |           |           |           |           |           |           |           |           |    |    |
| Anomaly Adjustment With Effect                              |           |           |           |           |           |           |           |           |    |    |
| From April 1, 2001  | \$        | \$        | \$        | \$        | \$        | \$        | \$        | \$        | \$ | \$ |
|   | 2,850,000 | 2,921,250 | 2,994,281 | 3,069,138 | 3,145,867 | 3,224,513 | 3,305,126 | 3,387,754 |    |    |
| <b>RMG/TA 10</b>  |           |           |           |           |           |           |           |           |    |    |
| Anomaly Adjustment With Effect                              |           |           |           |           |           |           |           |           |    |    |
| From April 1, 2001  | 1,978,170 | 2,027,617 | 2,078,308 | 2,130,266 | 2,183,522 | 2,238,110 | 2,294,063 | 2,351,415 |    |    |
| <b>RMG/TA 9</b>   |           |           |           |           |           |           |           |           |    |    |
| Anomaly Adjustment With Effect                              |           |           |           |           |           |           |           |           |    |    |
| From April 1, 2001  | 1,400,004 | 1,435,004 | 1,470,879 | 1,507,651 | 1,545,342 | 1,583,976 | 1,623,575 | 1,664,165 |    |    |
| <b>Librarian Series(PIDG/LS)</b>                            |           |           |           |           |           |           |           |           |    |    |
| <b>Librarian 5</b>  |           |           |           |           |           |           |           |           |    |    |
| Anomaly Adjustment With Effect                              |           |           |           |           |           |           |           |           |    |    |
| From April 1, 2001  | 948,816   | 972,536   | 996,850   | 1,021,771 | 1,047,315 | 1,073,498 | 1,100,336 | 1,127,844 |    |    |
| <b>Librarian 4</b>  |           |           |           |           |           |           |           |           |    |    |
| Anomaly Adjustment With Effect                              |           |           |           |           |           |           |           |           |    |    |
| From April 1, 2001  | 700,008   | 717,508   | 735,446   | 753,832   | 772,678   | 791,995   | 811,795   | 832,090   |    |    |
| <b>Archives &amp; Records Management Series (PIDG/AR)</b>   |           |           |           |           |           |           |           |           |    |    |
| <b>PIDG/AR 7</b>  |           |           |           |           |           |           |           |           |    |    |
| Anomaly Adjustment With Effect                              |           |           |           |           |           |           |           |           |    |    |
| From April 1, 2001  | 1,400,004 | 1,435,004 | 1,470,879 | 1,507,651 | 1,545,342 | 1,583,976 | 1,623,575 | 1,664,165 |    |    |
| <b>Records Information Management Series (PIDG/RIM)</b>     |           |           |           |           |           |           |           |           |    |    |
| <b>PIDG/RIM 4</b>   |           |           |           |           |           |           |           |           |    |    |
| Anomaly Adjustment With Effect                              |           |           |           |           |           |           |           |           |    |    |
| From April 1, 2001  | 700,008   | 717,508   | 735,446   | 753,832   | 772,678   | 791,995   | 811,795   | 832,090   |    |    |

Compensation Unit  
Public Service Establishment Division/MOPF

# ANOMALY ADJUSTMENT FOR THE SENIOR EXECUTIVE GROUP AND EQUIVALENT GROUPS

|  |           |           |           |           |           |           |           |           |    |
|--|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|----|
| Financial Management Group                           | \$        | \$        | \$        | \$        | \$        | \$        | \$        | \$        | \$ |
| Accounting Series                                    |           |           |           |           |           |           |           |           |    |
| FMG/PA 5   |           |           |           |           |           |           |           |           |    |
| Anomaly Adjustment With Effect<br>From April 1, 2001 | 1,929,922 | 1,978,170 | 2,027,624 | 2,078,315 | 2,130,272 | 2,183,529 | 2,238,117 | 2,294,070 |    |
| FMG/PA 4   |           |           |           |           |           |           |           |           |    |
| Anomaly Adjustment With Effect<br>From April 1, 2001 | 1,400,004 | 1,433,004 | 1,470,879 | 1,507,651 | 1,545,342 | 1,583,976 | 1,623,575 | 1,664,165 |    |
| FMG/PA 3   |           |           |           |           |           |           |           |           |    |
| Anomaly Adjustment With Effect<br>From April 1, 2001 | 1,167,086 | 1,196,263 | 1,226,169 | 1,256,823 | 1,288,244 | 1,320,450 | 1,353,461 | 1,387,298 |    |
| Auditing Series                                      |           |           |           |           |           |           |           |           |    |
| FMG/AS 7   |           |           |           |           |           |           |           |           |    |
| Anomaly Adjustment With Effect<br>From April 1, 2001 | 1,929,922 | 1,978,170 | 2,027,624 | 2,078,315 | 2,130,272 | 2,183,529 | 2,238,117 | 2,294,070 |    |
| FMG/AS 6   |           |           |           |           |           |           |           |           |    |
| Anomaly Adjustment With Effect<br>From April 1, 2001 | 1,256,823 | 1,288,244 | 1,320,450 | 1,353,461 | 1,387,298 | 1,421,980 | 1,457,530 | 1,493,968 |    |