

Circular No. 34

Ref. No. 12243/2^{VI}

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

10th October, 2002

Permanent Secretaries
Heads of Departments

**Pay Adjustments for Full-time Advisors/Consultants,
Special, Executive and Personal Assistants**

Consequent on the pay adjustments approved in this Ministry's Circular No. 32 dated September 19, 2002 for Civil Service groups, please see attached a schedule showing increase on the salary scales applicable to full-time Advisors/Consultants and to Special, Executive and Personal Assistants to certain Parliamentarians.

The effective date of the increase is October 1, 2002. Conversion to the new salary scales should be made on a point to point basis starting from minimum to minimum.

The terms and conditions for these categories of employees are set out in this Ministry's circular No. 14 dated March 7, 2002.

Details of the additional funds that will be required to pay the increases are to be submitted to the Public Expenditure Division (copied to the Public Service Establishment Division) of this Ministry. The costing should be broken down by the number of positions in each category/level.

In any case of doubt or difficulty the Public Service Establishment Division (Compensation Unit) should be consulted before payment is made.



**D.E. Townsend
for Financial Secretary**

**SALARY ADJUSTMENTS
ADVISORS/CONSULTANTS AND SPECIAL, EXECUTIVE
AND PERSONAL ASSISTANTS**

CATEGORY	SALARY	SCALES	\$ PER	ANNUM
SENIOR ADVISOR/CONSULTANT EXISTING	1,282,200			1,572,600
EFFECTIVE OCTOBER 1,2002	1,620,000	1,660,500	1,702,013	1,744,563
ADVISOR/CONSULTANT 3 EXISTING	1,129,503	1,208,568	1,293,169	1,383,690
EFFECTIVE OCTOBER 1,2002	1,488,000	1,525,200	1,563,330	1,602,413
ADVISOR/CONSULTANT 2 EXISTING	863,738	950,111	1,045,123	1,155,677
EFFECTIVE OCTOBER 1,2002	1,125,000	1,153,125	1,181,953	1,211,502
ADVISOR/CONSULTANT 1 EXISTING	664,413	707,600	753,595	802,577
EFFECTIVE OCTOBER 1,2002	840,000	861,000	882,525	904,588
EXECUTIVE AND SPECIAL ASSISTANTS EXISTING	340,392	357,411	375,283	394,047
EFFECTIVE OCTOBER 1,2002	390,000	399,750	409,744	419,987
PERSONAL ASSISTANTS EXISTING	221,156	232,215	243,826	256,017
EFFECTIVE OCTOBER 1,2002	255,000	267,750	281,138	295,194

Compensation Unit
Public Service Establishment Division
Ministry of Finance & Planning
October 9,2002

