

Circular No. 13

Ref. No. C5

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

September 3, 2003

To: Permanent Secretaries
Heads of Departments

**Pay Adjustments Library Assistants &
Archives and Records Management Series Levels 1 - 3**

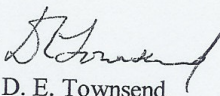
Further to this Ministry's Circulars 32 and 6 dated September 19, 2002 and April 17, 2003 respectively, please see attached adjusted salary scales effective October 1, 2002 and April 1, 2003 for Library Assistants and the Archives and Records Management Series levels 1 -3.

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

Details of the additional funds that will be required to implement the adjustments should be submitted to the Public Expenditure Division (copied to the Public Service Establishment Division of this Ministry). The costing is to be broken down by the number of positions involved at each grade/level.

The other terms and conditions set out in the circulars under reference are applicable.

In any case of doubt or difficulty the Public Service Establishment Division (Compensation Unit) must be contacted for advice before any payment is made


D. E. Townsend
for Financial Secretary

BASIC SALARY

Library Assistant Series

PIDD/LA 2									
Existing	With Effect From 1/1/02/2002	With Effect From 1/4/2003							
\$267,000	\$272,700	\$278,400	\$284,100	\$289,800	\$295,500	\$301,200	\$306,900		
\$333,750	\$342,094	\$350,646	\$359,412	\$368,398	\$377,607	\$387,048	\$396,724		
\$390,000	\$399,750	\$409,744	\$419,987	\$430,487	\$441,249	\$452,280	\$463,587		
PIDD/LA 1									
Existing	With Effect From 1/1/02/2002	With Effect From 1/4/2003							
\$229,992	\$235,592	\$241,192	\$246,792	\$252,392	\$257,992	\$263,592	\$269,192		
\$267,000	\$273,675	\$280,517	\$287,530	\$294,718	\$302,066	\$309,638	\$317,379		
\$294,000	\$301,350	\$308,884	\$316,606	\$324,521	\$332,634	\$340,950	\$349,474		

Archives and Records Management Series

PIDG/AR

Existing	\$7,011.00	\$7,186.00	\$7,366.00	\$7,550.00	\$7,738.00	\$7,932.00	\$8,130.00	\$8,333.00	p.w.
With Effect From 1/10/2002	\$7,112.00	\$7,305.00	\$7,503.00	\$7,705.00	\$7,913.00	\$8,126.00	\$8,344.00	\$8,567.00	
With Effect From 1/4/2003	\$8,279.00	\$8,486.00	\$8,698.00	\$8,915.00	\$9,138.00	\$9,367.00	\$9,601.00	\$9,841.00	

PIDG/AR 2

Existing	\$5,590.00	\$5,730.00	\$5,874.00	\$6,020.00	\$6,171.00	\$6,325.00	\$6,483.00	\$6,645.00	p.w.
With Effect From 1/10/2002	\$6,149.00	\$6,303.00	\$6,460.00	\$6,622.00	\$6,787.00	\$6,957.00	\$7,131.00	\$7,309.00	
With Effect From 1/4/2003	\$6,505.00	\$6,667.00	\$6,834.00	\$7,005.00	\$7,180.00	\$7,360.00	\$7,544.00	\$7,732.00	

PIDG/AR 1

Existing	\$4,518.00	\$4,631.00	\$4,746.00	\$4,865.00	\$4,987.00	\$5,111.00	\$5,239.00	\$5,370.00	p.w.
With Effect From 1/10/2002	\$5,027.00	\$5,152.00	\$5,281.00	\$5,413.00	\$5,548.00	\$5,687.00	\$5,829.00	\$5,975.00	
With Effect From 1/4/2003	\$5,529.00	\$5,667.00	\$5,809.00	\$5,954.00	\$6,103.00	\$6,256.00	\$6,415.00	\$6,572.00	

Compensation Unit
MOFP

January 14, 2002