



MINISTRY OF FINANCE AND PLANNING
PUBLIC SERVICE ESTABLISHMENT DIVISION
30 NATIONAL HEROES CIRCLE, KINGSTON 4

CIRCULAR NO. 3
No. SB 50/47

February 10, 2003

HEADS OF STATUTORY BODIES

HEADS OF PUBLIC ENTERPRISES

POST AUDIT- 2003

The Ministry of Finance and Planning, Public Service Establishment Division, wishes to update the information on the Human Resource Management Information System (HRMIS) regarding the number of posts in Public Enterprises and Statutory Bodies. The last comprehensive update was done in 1998.

To accomplish this task, we ask that you assist us by completing the attached form and return it to this Ministry **for the attention of Miss Carol Haase by March 31, 2003**. Miss Haase can be contacted for further information at **Telephone No. 922-8600-16 Ext. 5365** should this be necessary.

Your usual assistance in the timely provision of this information would be greatly appreciated.

Shirley Tyndall (Miss)
Financial Secretary

Attachment

