



MINISTRY OF FINANCE AND PLANNING  
30 NATIONAL HEROES CIRCLE  
P.O. BOX 512  
KINGSTON  
JAMAICA

ANY REPLY OR SUBSEQUENT REFERENCE SHOULD BE  
ADDRESSED TO THE FINANCIAL SECRETARY AND THE  
FOLLOWING REFERENCE NUMBER QUOTED:-

Telephone No. 92-28600-15

February 12, 2004

**CIRCULAR NO. 2**  
**FILE NO. 107/135A<sup>XI</sup>**  
**DIVISION: PUBLIC EXPENDITURE POLICY COORDINATION**

Permanent Secretaries  
Heads of Departments

**Increase in Fees for the Advance Debit Card System**

The attention of Permanent Secretaries, Heads of Departments and Agencies is hereby invited to Circular No. 11 dated July 7, 1999, which outlined the guidelines/procedures for the implementation and use of the Advance Debit Card system to procure fuel, oil and lubricants.

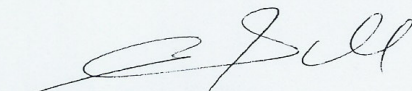
Please be advised that the service provider, citing increases in operational cost, requested and has been given approval for increases in the following areas:

- (a) one time registration fee
- (b) monthly service charge; and
- (c) replacement fee for lost card.

Therefore, with effect from April 15, 2004 in addition to the monthly deposit for the procurement of fuel, the new rates indicated below must be used in the calculation of payment to Manufacturers Credit and Information Services (MCIS) Limited:

- (a) Registration Fee for new/additional vehicles - \$250.00 per vehicle
- (b) Monthly Service Fee - \$185.00 per vehicle
- (c) Lost Card Replacement Fee - \$250.00

Kindly ensure that this information is brought to the attention of all relevant persons.

  
Shirley Tyndall (Miss)  
Financial Secretary