



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 2, 2005

CIRCULAR NO. 3
FILE NO. 107/022
DIVISION: PUBLIC EXPENDITURE POLICY COORDINATION DIVISION

Permanent Secretaries
Heads of Departments

Re: Limit on Cash Payments

Permanent Secretaries and Heads of Departments and Agencies are hereby advised that Instruction No. 5.8 under the Financial Administration and Audit Act is being amended to read as follows:

- 5.8 *The payment of public moneys in cash shall for the time being be restricted to a limit of Three Thousand Dollars (\$3,000.00). This limit on cash payments shall not apply to payments in respect of salaries and wages. All payments in excess of the approved limit shall be made by cheque.*

Permanent Secretaries and Heads of Departments and Agencies are reminded that if it becomes necessary to increase the level of any petty cash imprest; prior approval must be obtained from this Ministry in accordance with Circular No. 14, File No. 107/022 dated September 24, 2003.

Shirley Tyndall (Miss)
Financial Secretary