



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

Telephone No. 92-28600-16
Website: <http://www.mof.gov.jm>
Email: info@mof.gov.jm

MINISTRY OF FINANCE AND THE PUBLIC SERVICE
30 NATIONAL HEROES CIRCLE
P.O. BOX 512
KINGSTON
JAMAICA

2008 May 21

Circular No.13

File NO: 773/01

Division: Public Expenditure Policy Coordination Division

Permanent Secretaries
Chief Executive Officers
Heads of Departments/Agencies

Re: Monthly Pay Days

The attention of Permanent Secretaries, Chief Executive Officers, Heads of Departments and Agencies is invited to Financial Administration and Audit Act Instructions 5.28 which has been amended to read as follows:

*"Monthly paid employees of Government shall be paid on the 25th day of each month. In cases where this day falls on a **Friday, Saturday, Sunday or Monday**, pay day shall be the Thursday immediately preceding. Specific directions will be given for payments in respect of the months of December and March"*

Permanent Secretaries, Chief Executive Officers and Heads of Departments/Agencies are asked to ensure that this Circular is brought to the attention of all relevant officers.

Darlene Morrison
Acting Financial Secretary