

Circular No. 26

Ministry of Finance and the Public Service  
(Public Service Establishment Division)  
30 National Heroes Circle  
Kingston 4

Ref. No. 11301<sup>VII</sup>

August 11, 2008

To: Permanent Secretaries  
Heads of Department

Consequent on the revision of the travelling allowance in the Public Service, approval is given for the relevant allowance payable to Full-Time Advisors/Consultants, Personal, Special and Executive Assistants to certain Parliamentarian to be revised as detailed below:

**Full-time Advisors/Consultants  
who possess Motor Car**

**Fixed Travelling Allowance**

	Existing	Revised w.e.f. 1/4/08
Senior	\$527,190 p.a.	\$738,300 p.a. (no mileage)
Level 2 -3	\$527,190 p.a.	\$738,300 p.a. (no mileage)
Level 1	\$300,000 p.a.	\$420,000 p.a. (no mileage)

**Full-time Advisors/Consultants  
who do not possess Motor Cars**

**Transport Allowance**

	Existing	Revised w.e.f. 1/4/08
Senior	\$210,876 p.a.	\$295,320 p.a.
Level 2 -3	\$210,876 p.a.	\$295,320 p.a.
Level 1	\$121,368 p.a.	\$170,100 p.a.

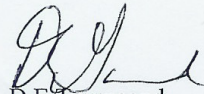
**Personal, Special & Executive Assistants  
who possess Motor Cars**

**Fixed Travelling Allowance**

	Existing	Revised w.e.f. 1/4/08
	\$200,040 p.a.	\$280,200 p.a. (no mileage)
<b>Personal, Special &amp; Executive Assistants who do not possess Motor Car</b>	Existing	Revised w.e.f. 1/4/08
	\$91,116 p.a.	\$127,800

Payment of the new rates and retroactive amounts may be effected in September 2008. Costing for payment of arrears should be submitted to the Ministry of Finance and the Public Service (Public Expenditure Division) so that the appropriate allocations can be made to various Heads of Estimates.

This Circular supersedes Circular No.39 MOF&P#11301 Vol. VI dated September 14, 2006.



D E Townsend  
for Financial Secretary