



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

Telephone No. 92-28000-16
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

Circular No: 26

November 12, 2009

Permanent Secretaries
Heads of Department

RE: Data Collection for Public Sector Pension Reform

The Government of Jamaica has embarked on a Social Protection Project with the support of the World Bank. One aspect of this project is the pension component, which seeks to improve the administration of existing pension schemes and build capacity for reform. At the completion of this project, it is hoped that applications for pension will be significantly reduced and the policy for a new pension scheme will be far advance.

In order to execute this project, we will need current information on each employee. We therefore ask that you submit the following information on each employee as at 2009 to bridgett@mof.gov.jm or on a compact disc to the attention of Bridgett Wilks:

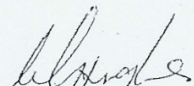
- ❖ Date of Employment
- ❖ Years of Employment
- ❖ Date of Birth or Age
- ❖ Sex
- ❖ Contribution to Family Benefits
- ❖ Salary

If the Department pays pensions, the age and amount of pension each pensioner receives should also be submitted.

This information will help to build the database which is so necessary for the speedy calculation of pensions on retirement and help the Ministry to forecast the level of funds required for pension that will become due annually. This will improve our capacity to plan and will be useful in developing the possible options for reform.

The Ministry has been trying to collect this information since 2007, but this has been met with limited success. You are therefore being encouraged to indicate whether you will need assistance in gathering this data. If assistance is needed, we will be willing to provide a small team to expedite the process.

As you may realize, the information provided may be of personal benefit to you when you decide to retire. I therefore urge that you show your cooperation by providing us with accurate information, as we seek to help you by improving our pension administration, while ensuring that any public sector pension reform will be supported by meaningful analysis with the use of accurate data.


Wesley Hughes
Financial Secretary