

Circular No. 1
Ref No: 11358^{VII}

Ministry of Finance and Planning
Public Service Establishment Division
30 National Heroes Circle
Kingston 4

February 5, 2013

Permanent Secretaries
Heads of Departments/Agencies

**Stipend paid to the Secretary of Audit Committees in Ministries
Departments, and Agencies' (MDAs)**

Permanent Secretaries, Chief Executive Officers and Heads of Department are hereby advised that the current rate payable to Secretaries of Audit Committees in MDAs is Two Thousand Five Hundred Dollar (\$2,500) per meeting.

In any case where secretarial service is being outsourced, the Chairman must submit in full, details of the engagement to the Compensation Unit, Ministry of Finance and Planning in order to determine the payment.

Permanent Secretaries, Chief Executive Officers and Heads of Department are asked to ensure that these instructions are brought to the attention of all concerned for compliance.

A handwritten signature in dark ink, consisting of several large, overlapping loops and a trailing flourish that ends in a small 'me'.

Devon Rowe
Financial Secretary