



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

Telephone No. 92-28600-16
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MINISTRY OF FINANCE & THE PUBLIC SERVICE
Strategic Human Resource Management Division

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P.O. BOX 512
KINGSTON
JAMAICA

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CIRCULAR NO: 16

Ref. No.: 11183^{XXV11}

**PERMANENT SECRETARIES
HEADS OF DEPARTMENT**

RE: REVISION OF FUNERAL GRANT

Permanent Secretaries and Heads of Departments are hereby advised that consequent on the agreement reached with the Jamaica Confederation of Trade Unions (JCTU), the funeral grant has been revised effective April 1, 2015 as indicated hereunder:

	Existing	New Rates effective April 1, 2015
1. Grant for the funeral of an officer who dies in the performance of or as a result of circumstances specifically attributable to his/her duties or after a prolonged illness whilst still in the Public Service	\$220,000	\$400,000
2. Grant for the funeral of an officer who dies from natural causes whilst still in the Public Service	\$100,000	\$300,000
3. Grant for the funeral of an employee who serves for five (5) days per week for three (3) continuous years and who qualifies under the Government Employees (Compassionate Gratuities) Resolution.	\$100,000	\$300,000
4. Grant for the funeral of an officer with a minimum of three (3) continuous years of service and a minimum of 156 days a year and who would have qualified for benefits under the Government Employees (Compassionate Gratuities) Resolution	\$80,000	\$120,000

In cases where employees die during the course of employment or from causes specifically attributable to his/her employment, the circumstances surrounding the death should be clearly outlined. Where the death occurs after a prolonged illness the award will be determined on a case by case basis.

Please be reminded that all applications for funeral grants should clearly state whether the employee died whilst still employed to the Public Service and must be accompanied by a Certificate for Burial or Death Certificate, an itemized statement from Funeral Parlour, along with a letter of application from the next of kin of the deceased.

In cases where employees qualify under Clause 3 or 4 in the table above, a Statutory Declaration outlining the number of hours, days, weeks and years the employee has worked in the Public Service must also accompany the application.


Wayne Jones, OD, JP
for Financial Secretary