



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](mailto:info@mof.gov.jm)

**MINISTRY OF FINANCE AND THE PUBLIC SERVICE**  
**STRATEGIC HUMAN RESOURCE MANAGEMENT DIVISION**  
30 NATIONAL HEROES CIRCLE  
P.O. BOX 512  
KINGSTON  
JAMAICA

Circular No. 21

Ref. No. 11401<sup>II</sup>

November 1, 2018

Permanent Secretaries  
Heads of Departments

### Motor Vehicle Allowance Revision

Permanent Secretaries and Heads of Departments are hereby advised that approval has been granted for the Motor Vehicle Allowance which is paid to the Officers in the positions listed on the attached schedule to be increased as set out below.

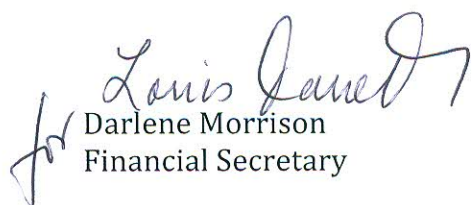
	Existing Rate \$ p.a.	New Rate w.e.f. April 1, 2018 \$ p.a.	New Rate w.e.f. April 1, 2019 \$ p.a.
▪ Officers who possess Motor Vehicles	1,341,624	1,542,864	1,697,148
▪ An Officer who operates a partially maintained Government Motor Vehicle should be paid 50% of the above rate	670,812	771,432	848,580
▪ An Officer holding a specified post to which Motor Vehicle Allowance is attached but who does not possess a motor vehicle	536,652	617,148	678,864

Please be reminded that **Officers in receipt of Motor Vehicle Allowance and a Partially Maintained Motor Vehicle Allowance are eligible to claim mileage provided that they have travelled in excess of 200 km in a calendar month.** For example, eligible officer who travels 300 km during a month should claim for 100km.

All concerned are hereby reminded that the conditions and guidelines set out in this Ministry's Circular No. 5 File No. 267/021<sup>XXXII</sup> dated June 19, 2017 as well as Circular No. 13 File No. 107/125 dated June 10, 2013 are to be fully observed in relation to the payment of these allowances.

Payment of the new rates may commence in **November 2018** and retroactive amounts paid in **December 2018**. **Audited costing** for payments should be submitted to the Public Expenditure Division of this Ministry by **November 9, 2018** in order that the appropriate allocations can be determined. Costing for the retroactive payments should be submitted using the attached Data Capture Form.

In any case of doubt or difficulty, please contact the Industrial Relations Unit of this Ministry before payment is made.

  
Darlene Morrison  
Financial Secretary

**POSTS TO WHICH MOTOR VEHICLE (FIXED)  
ALLOWANCE IS ATTACHED**

1. Financial Secretary
2. Permanent Secretary
3. Auditor General
4. Chief Parliamentary Counsel
5. Solicitor General
6. Director of Public Prosecutions
7. Director of Legal Reform
8. Chief Medical Officer
9. Chief Technical Directors
10. Clerk to the Houses of Parliament
11. Master in Chambers
12. Chief Parish Judge (JLG/JD3)
13. Senior Parish Judge (JLG/JD2)
14. Parish Judges (JLG/JD1)
15. Senior Director Public Prosecution
16. Deputy Chief Parliamentary Counsel
17. Deputy Director of Legal Reform
18. Deputy Solicitor General
19. Scientific Officers Group (SOG/ST 9-10)
20. Senior Executive Group (GMG/SEG 4-6)
21. Chief Dental Surgeon (HPC/DS 6)
22. Medical Consultants (HPC/MO 6-7)
23. Revenue Management Group (RMG/TA 8-11)
  - Tax Administration Jamaica – (TAG/TAS 9-11)
24. Financial Management Group (FMG/PA 4-5) & (FMG/AS 4-6)
  - Auditor General's Department (AUGD/AGS 7-9)
25. Director, Veterinary Services (HPC/VO3)
26. Foreign Service Officer (FSG/FSO 6-8)
27. Government Archivist (PIDG/AR 7)
28. Judicial and Legal Group (JLG/LO 4-5)
29. Management Information Services (MIS/IT 8-9)

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