



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: finsec@mof.gov.jm

MINISTRY OF FINANCE & THE PUBLIC SERVICE
30 NATIONAL HEROES CIRCLE
P.O. BOX 512
KINGSTON
JAMAICA

REF NO: 11394^{XIX}

2020 August 28

Circular No. 16

Permanent Secretaries
Heads of Departments and Agencies

Re: Jamaica Civil Service Association (JCSA) – distribution of Prepaid MasterCard

Permanent Secretaries, Heads of Departments, Chief Executive Officers of Public Bodies and Executive Agencies are advised that, the Jamaica Civil Service Association (JCSA) will be rolling out a **“Prepaid MasterCard”** to all government workers who are **JCSA** members. The Prepaid MasterCard acts as a debit card with all the benefits of a loyalty card and a credit card combined, which may be used at participating merchants, and will provide cashback and discounts to cardholders. The **JCSA** has appointed Alliance Financial Services through Epayment Limited (ePay) to manage and operate the facility.

In order to facilitate the distribution of the cards, approval is granted for Ministries, Departments and Agencies (MDAs) to act as distribution points for the cards. This approval is contingent on JCSA and JCSA members and any party electing to obtain a card, accepting that the Government of Jamaica is acting only as a facilitator for the collection of information to facilitate the distribution of the **Prepaid MasterCard**. The Government of Jamaica offers no warranty and accepts no liability, in respect of this **Prepaid MasterCard**.

The JCSA has advised that **ePay/JCSA** requires the following information for all government workers who are JCSA members, in order to issue their individual, personalized Prepaid MasterCard:

- First, Middle and Last Name of each member/employee
- TRN of each member/employee
- Ministry/Department/Agency where the **JCSA Prepaid MasterCard** should be sent (i.e., the name and address of the office to which the workers are assigned).

Where individuals provide the requisite information through Ministries, Departments and Agencies (MDAs), the Government of Jamaica is hereby indemnified from any action in respect of breach of privacy and confidentiality. The protection of information collected in respect of the card and all issues concerning privacy and confidentiality of all information obtained as a result of this initiative is not guaranteed by the Government of Jamaica.

The JCSA has affirmed its commitment to having Public Sector Workers who are JCSA members benefitting from this arrangement as soon as possible and would greatly appreciate receipt of this data **by the latest September 11, 2020**. A representative of **ePay/JCSA** will be in contact to obtain the above information as quickly as possible so that this valuable benefit can be extended to its members. Please also designate an individual who will be in charge of distributing the cards at each location where the **JCSA Prepaid MasterCard** will be sent for your organization and provide the **ePay/JCSA** representative with the name and contact information for this person.

For further information, contact should be made with the JCSA Secretariat at:

Office of the General Secretary
Jamaica Civil Service Association
10 Caledonia Avenue
P.O. Box 106
Kingston 5

Telephone: (876) 968-7087
Email: jcsasecretariat@jacisera.org



Darlene Morrison (Ms.)
Financial Secretary