



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

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

August 16, 2021

**Circular No. 12**  
**File No. 267/021**  
**Public Expenditure Policy Coordination Division**

Cabinet Secretary  
Permanent Secretaries  
Chief Executive Officers  
Heads of Departments


**Certification of Drivers and the Oversight of Repair and Maintenance of Government Vehicles**

Permanent Secretaries, Heads of Departments and Chief Executive Officers are hereby advised that Cabinet by Decision No. 14/21 dated March 22, 2021, gave approval for the reassignment of the function of certification of drivers of government fleet vehicles and the oversight of the repairs and maintenance of government vehicles from the National Works Agency (NWA) to the Island Traffic Authority (ITA). The transfer of these functions is with effect from August 16, 2021.

Please note the following amendments to the ***Government of Jamaica Revised Comprehensive Motor Vehicle Policy for the Public Sector***, resulting from the Cabinet Decision:

- Section 5.4: ***CONTROL OF FLEET VEHICLES FOR MINISTRIES, DEPARTMENTS, EXECUTIVE AGENCIES AND MUNICIPAL CORPORATION***
  - Section 5.4 (iii) shall read “all fleet drivers are to be certified by the Island Traffic Authority (ITA)”
- Section 5.8: ***REPAIRS AND MAINTENANCE OF FLEET VEHICLES FOR MINISTRIES, DEPARTMENTS AND MUNICIPAL CORPORATIONS***
  - All references to “ National Works Agency (NWA)” will be replaced with “Island Traffic Authority (ITA)”

Please ensure that this Circular is brought to the attention of all officers concerned.

 Darlene Morrison (Ms.)  
Financial Secretary