



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

MINISTRY OF FINANCE & THE PUBLIC SERVICE
STRATEGIC HUMAN RESOURCE MANAGEMENT DIVISION
30 NATIONAL HEROES CIRCLE
KINGSTON 4
JAMAICA

Telephone No: (876) 922- 8600-16
Website: <http://www.mof.gov.jm>
Email: info@mof.gov.jm

September 25, 2020

Ref. No. 11040^{II}

To: **All Permanent Secretaries
Heads of Departments/Agencies**

Re: **Invitation for Nominations: Civil Servants of the Year - 2020**

The First Heritage Co-operative Credit Union (FHCCU) through the Civil Service Week (CSW) Steering Committee led by the Ministry of Finance & the Public Service - Strategic Human Resource Management Division, invites Nominations for the **FHCCU Civil Servants of the Year Award**. This year the Award was launched online by FHCCU on Friday, September 25, 2020 and we anticipate the support of all Ministries/Departments and Agencies.

Adjustments to guidelines

To facilitate expeditious processing of nominations, entries must be submitted directly to the Ministry of Finance and the Public Service and will **not** be required to be submitted through parent ministries as previously required.

Prizes

Each winner will be given a cash prize of **Two Hundred Thousand Dollars \$200,000.00** along with other prizes.

Special Project Requirement

- The Civil Servants of the Year will be tasked to: Develop a Project Idea
- Of the Three proposals, one (1) Project will be selected
- All Three Winners will execute the selected Project Idea.
- The FHCCU will support this Project with the sum of \$150,000.00


Guide Document Criteria and Nomination Form are attached for your information. **Nomination Form** is to be completed and submitted by the authority of Permanent Secretaries and Heads of Departments. An electronic Flyer and Poster for your display and or circulation is also attached.

Deadline

The deadline for submission of Nominations is Friday, October 30, 2020. No late submissions will be accepted.

Details of the Award can be accessed on the FHCCU and this Ministry's websites at: www.fhccu.com and www.mof.gov.jm. For further information kindly contact the Employee Relations and Benefits Unit, Ministry of Finance & the Public Service -**Mrs. Marlene Mitchell** at telephone number: **(876) 932-5375** / Email marlene.mitchell@mof.gov.jm; or **Mrs. Sylvia Shirley-Sterling** at telephone number: **(876) 932-5367** / Email: sylvia.shirley-sterling@mof.gov.jm

Kindly ensure that this circular is brought to the attention of all members of staff.


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Wayne Jones, OD, JP
for Financial Secretary