



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 AND THE PUBLIC SERVICE
30 NATIONAL HEROES CIRCLE
P.O. BOX 512
KINGSTON
JAMAICA

REF NO: 59/20^{1X}

2021 October 29

Circular No.: 18

Cabinet Secretary
Permanent Secretaries
Heads of Departments & Agencies

Re: JCTU Heads of Agreement 2021/2022

Please be advised that in keeping with the agreement reached with the Jamaica Confederation of Trade Unions (JCTU) all employees (including Part-time Workers) in the Public Service who received a four percent (4%) increase in basic salary and are in receipt of basic pay in the amount of One Million, Five Hundred Thousand Dollars (\$1,500,000) or less per annum as at April 1, 2021, are to be paid a one off non-taxable grant in the amount of Forty Thousand Dollars (\$40,000).

Ministries, Departments, Agencies, Statutory Bodies and Public Companies on budget should therefore advise the Public Expenditure Division (and copy the Strategic Human Resource Management Division) of this Ministry of the number of employees who qualify for the payment detailed above and the cost involved as soon as possible to facilitate provision of the funds necessary to make the related payment in December 2021.

In any case of doubt or difficulty the Strategic Human Resource Management Division of this Ministry should be contacted for clarification or advice before any action is taken.

Darlene Morrison
Financial Secretary