



OFFICE OF THE SERVICES COMMISSIONS
(CENTRAL GOVERNMENT)
MINISTRY OF FINANCE AND THE PUBLIC SERVICE BUILDING
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The Chief Personnel Officer wishes to bring to the attention of Permanent Secretaries, Heads of Departments and Chief Executive Officers that, Public Officers who are appointed to be Returning Officers or Revising Officers in connection with the preparation of the Voters' List or Election Clerks, Presiding Officers and Poll Clerks at any General and Parochial Election should be regarded as being on duty while performing the functions of their appointments. The period of absence from their respective Ministries, Departments or Agencies should not be regarded as leave charged to their Vacation or Departmental Leave.

Such Officers will be eligible to receive the salary of their substantive posts in addition to the special remuneration payable for their Election duties.

Please note that officers who intend to work on Election Day should get prior approval from the relevant authority to attend training sessions and should provide their HR Departments with documentary proof from the Electoral Office of Jamaica that they will be working on Election Day.

Please ensure that a copy of this circular is placed at a strategic position on the Notice Board of the Ministry/Department/Agency and brought to the attention of all eligible officers.

M. Tam (Mrs.)
Chief Personnel Officer (acting)