



**P.S.C.**  
**Public Service Commission**

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Reference: PSDT W/1/10

21<sup>st</sup> April, 2010

## **CIRCULAR MEMORANDUM**

To : The Permanent Secretaries and Heads of Departments

Subject : **BASIC PROSECUTING SKILLS WORKSHOP**

- 1.0 The Public Service Disciplinary Tribunal (PSDT) will be conducting a two-day Workshop on Basic Prosecuting Skills from 6<sup>th</sup> to 7<sup>th</sup> May, 2010 in the SES Conference Room, Centre for Training & Development, Nasese, commencing at 9am.
- 2.0 The Commission has approved this Workshop following concerns from the PSDT on the standard of prosecutions. There have been concerns in areas such as witness(es) giving his/her evidence-in-chief; cross examination of the witness(es); and how to make submissions before or at the end of the case.
- 3.0 You are required to take advantage of this Workshop by sending those senior officers who represent your Ministry or Department before the Tribunal.
- 4.0 Each participant is requested to provide his/her own writing materials, plus the following: Public Service Act 1999 and Public Service Regulations 1999; Criminal Procedure (Amendment) Decree 2010; Financial Management (Supplies & Services) Instructions 2005; Financial Instructions 2005; and Crimes (Amendment) Decree 2010.
- 5.0 Confirmation of names and designations of your representatives attending this Workshop and all enquiries are to be directed to the Office of the Public Service Disciplinary Tribunal, Quarters 78, Berkeley Crescent or email to [snaicavu@govnet.gov.fj](mailto:snaicavu@govnet.gov.fj) no later than Friday, 30<sup>th</sup> April, 2010.



Parmesh Chand

**Permanent Secretary for the Public Service**