

PSC CIRCULARS AND CIRCULAR MEMO Y2005

<u>NOS.</u>	<u>DATE</u>	<u>REFERENCE</u>	<u>S U B J E C T</u>
CM	5/1/05	PSC 5/194/1	TPAF Levy and Grant Assistance
CM	12/1/05	29/455	Staff Board Meeting Calendar - 2005
1	21/01/05	29/561-02	Release of Govt. Employees Combine Church Service, Centenary Church Friday 28/01/05 - 10.00am
CM	1/1/05	29/588-4	Approval for Official Overseas Trips
CM	28/01/05	C29/450/26	Minister's and CEO's Workshop – FMR
2	3/2/05	29/460/68	Corrigenda-PSC Circular No.25/2004 dated 27/07/04 Government Wage Earners Hourly Wage Rates
3	21/02/05	29/136/05-02	Withdrawal of the Commission's Delegated Powers in Relation to Travel Abroad
4	2/2/05	29/685/93	Service Excellence Award Framework Implementation Guidelines
5	10/2/05	29/450/17	Pre-Entry Visa to Thailand for Official Visits
6	14/02/05	C29/450/37	Conduct of Training Needs Analysis for Upper Salaried (US) Grades
CM	15/02/05	29/632/02	Asian Tsunami Disaster Relief Appeal
7	22/02/05	29/703	District Advisory Council Meetings
CM	23/02/05	C29/450/71	Contribution to Assist a Colleague
8	21/02/05	29/628/9	Vodafones to Deputy Secretaries
9	25/02/05	PSC 7/19/3	Service Examination H(1) and H(2)
10	1/3/05	29/460/68	Judicial Review and Stay Order on PSC Circular No. 02/2005 dated 3rd February 2005
CM	14/3/05	C29/450/2	SES manual
11	15/03/05	C29/572/12	Media Statements by Civil Servants
CM	15/03/05	29/437/10-8 (II)	Deferment of Deputy Secretaries and Heads of Department's Meeting
12	18/3/05	29/460/101	Release of Civil Servants for National Union of Public Workers AGM
13	-----	-----	NOT ISSUED
14	23/3/05	29/77/25	Public Holiday National Sevens World Cup Victory Celebrations
CM	30/3/05	C29/437/10-10	Corporate Plan and Performance Agreement
CM	30/3/05	C29/450/1	Commission's Proposal on the Restructuring of the Civil Service
15	31/3/05	C29/685/18	Performance Management System - PMS Summaries of Performance Assessment & Development Forms
16	1/4/05	29/598/06	Grievance Procedure
17	31/3/05	C29/53/22	Discipline Procedure - Time Line Suspension from Duty

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CM	1/4/05	29/685/23	Round Table Conference on Productivity
18	8/4/05	C29/167/36-9	Merit Pay vide Modified/Special Annual Confidential Report for 2002 as per PSC Cir. No. 3/2003
19	19/4/05	29/460/101	Release of Government Wage Earners to attend Public Employees Union AGM
20	19/4/05	29/444/23	Release of Civil Servants to attend the Fiji Public Service Association AGM
21	14/04/05	29/685/23	Service Excellence Award Framework Exemplary Employee Award Criteria
22	21/4/05	29/460/73-4	Release of Government Wage Employees for PEU Suva Branch AGM & Election of Office Bearers
23	22/4/05	29/299/54-2	Review of Workforce Size Control Measures
24	4/5/05	PSC 7/4/2	Service Examinations S, U and E
25	-----	-----	NOT ISSUED
CM	16/5/05	C29/450/8	Advertisement of Vacant US02 Positions
26	23/5/05	29/692 - 02	Late Submissions on Finance Manual
CM	26/5/05	PSC 3/12	Annual Reports, Corporate Plans, Strategic Plans & Other Min/Dept Publications
CM	30/5/05	PSC 13/5	Conduct of Training Needs Analysis for Unestablished & Permanent Staff SS01 Level Y2006
CM	30/5/05	PSC 13/5	Conduct of Training Needs Analysis for Senior Executive Services (SES) Y2006
CM	10/6/05	C29/437/10-10	Deferment of Chief Executive Officer's Forum Meeting
CM	21/6/05	C29/450/5	Contracting of Deputy Secretaries
27	30/6/05	29/588	Monitoring of the Exercise of Delegated Powers
28	23/6/05	29/455	Signing of Correspondences Upon Promulgation of Staff Board Matters
CM	4/7/05	29/685/23	Service Excellence Awards Training of Evaluators
CM	18/7/05	PSC 13/2/4-9	TPAF Levy and Grant Assessments
CM	10/8/05	29/332/40 - 3	Survey for Korean Overseas Volunteer
CM	10/8/05	29/332/29-10	Demand Survey for Japan's Official Development Assistance (ODA) by the Govt. of Japan
CM	16/8/05	29/685/23	Service Excellence Awards Program \$2000 Contribution from Government Agencies
CM	25/8/05	C29/450/75	Review of Legislations - Transfer Statutory Powers from HOD's and CEO's
29	29/8/05	29/001/003	Cabinet Decision No. 320/2005: Redirecting of all Government Advertisements
30	9/8/05	29/685/23	Service Excellence Award - Nominations for Exemplary Employee Awards
31	15/8/05	29/557-7	Approval for Release of Civil Servants for 2005 National Voter Registration Exercise
32	11/8/05	C29/460/73-4	Verification of Overtime Records For Government Wage Employees

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33	8/9/05	PSC 5/55	Applications for Fiji Govt. In-Service Training Sponsorship at USP and FIT for Y2006
34	24/8/05	29/703	District Advisory Council Meetings
35	30/8/05	C29/67/45	Public Service Whistle Blowing Policy
CM	7/09/05	29/685/93	Service Excellence Awareness Program - Western Division
CM	13/9/05	29/599/06	Fiji Week Celebration and Public Service Week : 7-10/10/05
CM	21/9/05	29/437/10-8(II)	Deferment of Deputy Secretaries and Heads of Department's Meeting
36	22/9/05	29/444/15-3	Release of Members for Viti National Union of Taukei Workers AGM Friday 28/10/05
37	21/9/05	PSC 7/19/3	Applications for Service Examination H(1) and H(2)
38	22/9/05	29/685/23	Exemplary Employee Award Programme
39	-----	-----	NOT ISSUED
40	27/9/05	29/299/54-2	Request for Submission of Current Vacancy Returns
41	27/9/05	PSC 7/19-30	Applications for Examiners - Service Examination H(1), H(2), S, U and E
CM	3/10/05	29/599/06	Fiji Week Celebration and Public Service Week : 7-10/10/05
42	-----	-----	NOT ISSUED
43	18/10/05	C29/685/18	PSC Group Term Life Renewal Policy
CM	24/10/05	29/588	Monitoring of Delegated Powers
44	27/10/05	29/632/3-2	Disaster Preparedness 2005-2006 Cyclone Season
45	25/10/05	PSC 30/5	Requirements for Overseas In-Service Training
46	-----	-----	NOT ISSUED
47	-----	-----	NOT ISSUED
CM	31/10/05	PSC 5/49/2-12	CAPAM Workshop on "Good Governance" 5-8/12/05 at Fiji Mocambo Hotel, Nadi
48	2/11/05	C29/685/18	Corrigendum for PSC Circular No. 43/2005 PSC Group Term Life Renewal Policy
CM	3/11/05		Fiji Lifestyle or Non Communicable Disease (NCD) Week 2005
CM	15/11/05	29/599/06	Public Service Choir & Soli Competitions for the Waqanivalagi and Caucau Trophy
48 (A)	21/11/05	C29/685/18	Public Service Group Insurance Scheme (GIS) Health Insurance Renewal Policy
CM	29/11/05	29/005/160	World Aids Day 1st December 2005
49	-----	-----	NOT ISSUED
CM	7/12/05	29/685/93	Submission of Service Excellence Reports for the Evaluation of Government Agencies
50	9/12/05	C29/167/50	2004 3% COLA Payment for Government Wage Earners
51	9/12/05	C29/167/50	2004 3% COLA Payment for Civil Servants

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CM	19/12/05	C29/167/50	2004 3% COLA Payment for Civil Servants
52	22/12/05	C29/685/18	Verification Exercise on Overtime Hours Worked by the Government Wage Earners
53	28/12/05	C29/685/18	Update on Public Service Group Insurance Scheme (PSGIS) Health Insurance Policy