

PSC Circular No. 36/06

TO : Chief Executive Officers and
Heads of Departments

File: 29/685/93
Date: 8th September, 2006

SUBJECT: SERVICE EXCELLENCE AWARD EVENT -3rd November, 2006

1.0 INTRODUCTION

This circular is to provide an update on the Service Excellence Award Event for 2006.

- 1.1 The Award Event will be held at the FMF Dome on the 3rd of November, 2006. and in which the Hon Prime Minister will be the Chief Guest.

2.0 AWARDS

As a result of the Service Excellence Evaluation Process, the organizational award will be given this year to recognize and reward deserving government agencies who have demonstrated a level of commitment and achievement towards quality and excellence standards of service delivery.

- 2.1 The organizational awards are categorized in two levels namely the: **(i)** the Commitment Award and **(ii)** the Achievement Award.
- 2.2 The Exemplary Employee Awards was awarded for the first time in 2005 and will again be awarded this year to deserving employees from each government agency who exemplify in their work for service above and beyond the call of duty.

3.0 INVITATION CARDS AND TICKETS FOR THE AWARDS

There will be a minimum number of invitation cards to attend the award event free of charge for each agency which will be for the Hon Ministers, the CEOS & HODs, the 2006 Exemplary Employees and the Service Excellence Evaluators.

- 3.1 For other members or employees of government agencies who wish to attend the Annual Service Excellence Award Event, tickets are available at the Public Service Commission at a cost of \$50 per head.
- 3.2 The tickets for the Service Excellence Awards will also be on sale to members of the public and the private sector so as to promote the awareness of the objectives of the Service Excellence Awards programme.
- 3.3 Mr. Josefa Tapele, Senior Accountant of PSC can be contacted on telephone 3314588 extensions 210 for the purchase of tickets.

- 4.0 For further clarification on this circular, please contact Peniana Lalabalavu or Ana Tora on 3314588 extensions 276 & 231 or email plalabalavu@psc.gov.fj or atora@psc.gov.fj.

Tom Lee
for Chief Executive Officer, Public Service

All Correspondence to the Chief Executive Officer for the Public Service, please.