

PSC CIRCULAR

Public Service Commission, Berkley Crescent, P. O. Box 2211
Government Buildings, Suva. Telephone 3-314-588

PSC Circular 27/2008

To: Permanent Secretaries and
Heads of Departments

File: C29/53/22

Subject: REMOVAL OF CIVIL SERVANTS FROM OFFICE

Date: 26/08/08

- 1.0** It has become necessary for the Public Service Commission to remind addressees that the removal of any officer from the public service for whatever reason can only be carried out by the PSC in accordance with its Constitutional and Statutory functions and subject to due process being followed.
- 2.0** You are also reminded to observe proper standards of conduct and decorum in dealing with your officers. The Commission is concerned at the high number of incidents where civil servants are suspended without sufficient prima facie evidence only to be recalled soon after as a consequence. There is also a case where disciplinary action and suspension was imposed on an officer for offences committed by someone else.
- 3.0** In other instances officers are forcefully made to take leave without due consideration to exigencies of service and officers' endorsement given that leave is a right.
- 4.0** These incidents are highly irregular and constitute some element of abuse. They also place undue strain on service delivery and on the morale of officers. They are also clear indication of inefficiency on the part of management and should not be tolerated.
- 5.0** Therefore, you are hereby advised that the Commission will closely monitor the situation and Permanent Secretaries and Heads of Departments who breach this requirement will be dealt with severely.
- 6.0** As delegates of the PSC it is your responsibility to exercise its employer roles fairly and without fear and favour. The provisions of the Constitution and of the Public Service Acts and Regulations have to be observed at all times.



Taina Tagicakibau [Mrs.]
Permanent Secretary for the Public Service