

# PSC CIRCULAR

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

## PSC Circular No. 17/2009

To: Permanent Secretaries and Heads of Departments

Date: 16 /3/2009

Subject: ROTATION OF TECHNICAL STAFF

File: 29/437/118

---

- 1.0 PSC Circular 21/2007 refers to staff rotation after a tour of duty, in a Ministry or Department.
- 2.0 The transfer and rotation of staff is an integral component of staff development. Apart from the exercise being professionally enriching, it also guarantees the existence of a workable succession plan.
- 3.0 The exercise however is to be sensibly considered in view of service needs, maintaining work flow and avoiding unnecessary vacuums.
- 4.0 Implementation of the mentioned circular was to be in five [5] phases, the final one scheduled for August – October 2007. This phase targeted Technical and Professional Officers.
- 5.0 It has been brought to the attention of the Public Service Commission that some ministries and departments are inclined to be selective, on the job classification to be affected, to suit their own purposes. While each Ministry or Department has its own needs, it is incumbent upon all heads of departments to also consider the needs of the public service workforce, in its entirety.
- 6.0 Addressees are advised that Technical Staff are not absolved of this policy; therefore staff rotation from a Department/ Division to another is to be applied to all categories of employment, as stipulated in the policy, and where applicable relevant regulations in the General Orders are to be observed.



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