

PSC CIRCULAR

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

PSC CIRCULAR 18/2009

To :Permanent Secretaries and Heads of Department File Ref: 29/299/54

Subject: **REDUCTION OF WORKING CAPITAL BY 50%** Date: 30/03/09

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- 1.0 Pursuant to Cabinet Memorandum, dated 04/03/09, on the stated matter, Ministries and Departments are tasked to immediately take appropriate action to reduce operating budgets by 50%.
 - 2.0 Hence the following cost cutting measures, are mandatory, with effect from the date of this circular:-
 - 2.1 cessation of all acting appointments, under delegated powers, including those of the Public Service Commission;
 - 2.2 freeze of all contractual appointments for locals and expatriates, including those that are on consultancy status;
 - 2.3 discontinuation of the processing of advertised vacancies that are coordinated by various post processing units and Staff Boards; and
 - 2.4 Freeze of advertisements of vacancies. Furthermore, vacancies that have been recently advertised are to be withdrawn.
 - 3.0 Heads of Ministries/Departments are to work smarter - to reorganize and review staffing, in accordance with this instruction, and to ensure that public service delivery is not, in any way, compromised.
 - 4.0 The Commission expects **all** Ministries/Departments to be vigorous in the effort to achieve the stipulated 50% reduction in operating budgets.
 - 5.0 A strict review of this exercise will be undertaken, three [3] months from the date of this Circular.



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