



ANY REPLY OR SUBSEQUENT REFERENCE SHOULD BE
ADDRESSED TO THE FINANCIAL SECRETARY AND THE
FOLLOWING REFERENCE NUMBER QUOTED:-
Telephone No. 92-28600-16
Website: <http://www.mof.gov.jm>
Email: info@mof.gov.jm

MINISTRY OF FINANCE & THE PUBLIC SERVICE
Strategic Human Resource Management Division
30 NATIONAL HEROES CIRCLE
P.O. BOX 512
KINGSTON 4
JAMAICA

Circular No. 3
Ref. No. 12243/2

April 1, 2019

Permanent Secretaries
Heads of Departments and Agencies
Chairmen & Chief Executive Officers
of Government Companies/
Agencies and Public Bodies

Information on Consultants and Advisors

The Ministry of Finance and the Public Service is required to submit a comprehensive list of the various categories of Consultants and Advisors engaged in all Ministries, Departments, Agencies and Public Bodies to the Public Administration and Appropriations Committee (PAAC). In this regard please therefore provide details of all engagements as indicated on the attached form.

The information requested should be submitted to the Compensation Unit of this Ministry at email address tamara.holness@mof.gov.jm or Jessica.jones@mof.gov.jm by April 8, 2019.

Further, any new engagements of Consultants or Advisors must be communicated to the Ministry of Finance and the Public Service, providing the details of the engagement along the indicated lines.

Your kind attention will be greatly appreciated.

Darlene Morrison
Financial Secretary

List of Consultants and Advisors

Ministry/Department Agency/Public Body	Name of Person and Position	Duration of Contract	Brief Description of Duties	Details of Salary and Allowances or Fees

Signed.....

Name/Position.....