

CIRCULAR 07/2024

From: Permanent Secretary for Civil Service **Phone:** 8924323
To: All Permanent Secretaries **Date:** 19 March 2024
Subject: **Regularisation of Temporary Relieving Officers:
Implementing Permanent Appointments and
Ensuring Compliance with Circular Guidelines** **File Ref:** MCS 14/4

- 1.0 Further to MCS Circular No. 02/2024 and 05/2024, this is to advise that a decision has been made to make permanent appointment of Officers in long standing temporary relieving positions that meet the specific criteria outlined in Circular 02/2024.
- 2.0 An Officer whose temporary relieving appointment meets **ALL** the criteria mentioned in Circular 02/2024 is eligible for permanent appointment to a substantive vacant post in which they have been employed, subject to the recommendation of the Permanent Secretary and with the agreement of the concerned Minister.
- 3.0 The criteria set forth in Circular 02/2024 must be strictly followed in this regard.
- 4.0 Please be advised that this is a one-off exercise to be implemented and completed by 31st March 2024.
- 5.0 Kindly direct all queries to the Ministry of Civil Service Policy Division through email on mcspolicy.fiji@gmail.com.

Thank you.



Paymesh Chand
Permanent Secretary for Civil Service