

CIRCULAR 08/2025

From: Permanent Secretary for Civil Service

Phone: 8924323

To: All Permanent Secretaries

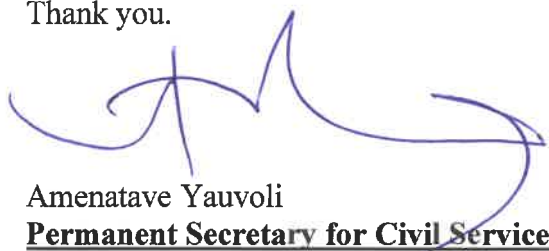
Date: 21 July 2025

Subject: CIVIL SERVICE PAY RISE

File Ref: MCS 14/4

- 1.0 This Circular sets out the administration process of the Civil Service Pay Increment following the approval of the FY 2025-2026 National Budget by Parliament.
- 2.0 Effective from pay 17, August 2025, all Civil Servants will receive a pay increase of 3 percent. The 3 percent increase is across current civil service salary bands in the revised Civil Service salary structure. All salary adjustments will be facilitated directly by the Ministry of Finance, Strategic Planning, National Development and Statistic.
- 3.0 The Civil Service Pay Increment is only applicable to Civil Servants appointed under Permanent Secretaries through the Civil Service Regulations 1999.
- 4.0 Ministries are to issue a letter of variance facilitated by the Human Resource Management Information System (HRMIS) on the salary step adjustment.
- 5.0 Civil Servants are to be advised to expect a hike in tax in the initial implementation of the 3 percent increase.
- 6.0 The content of the Circular must be brought to the attention of all responsible officers in your Ministries and Department.
- 7.0 All queries are to be directed to the Establishment Management Support Unit through email on mcs.establishmentunit@gmail.com and phone on 8924333.

Thank you.



Amenatave Yauvoli
Permanent Secretary for Civil Service

Encl: Revised Civil Service Salary Structure