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Ministry of Civil Service Affairs and Administrative Reforms

29 October, 2003

Ministry of Civil Service Affairs and Administrative Reforms
Circular Note No.42 of 2003
E/438/1/02

From: Secretary for Public Service Affairs
To: Supervising Officers-in-Charge of Ministries/Departments

Time-off Facilities for Trade Union Activities

This Ministry is carrying out a survey on time-off facilities granted to trade unions officials for trade union activities in accordance with section 49 of the Industrial Relations Act and paragraph 96 of the Third Schedule (Code of Practice) to the Act.

2. In this connection, it would be appreciated if you would, with regard to officers working in your Ministry/Department and engaged in trade union activities, indicate –
- (i) time-off taken by each of the officers, on a daily basis, over the period January to September 2003; and
 - (ii) the specific time-off arrangements obtaining in your Ministry/Department and whether such arrangements have been made in consultation with the Unions concerned.
3. The above information should reach this Ministry not later than 8 November 2003.
4. Nil returns should also be submitted.

(R. Mudhoo)
for Secretary for Public Service Affairs

Copy to:
Secretary to Cabinet and Head of the Civil Service
Financial Secretary