



MINISTRY OF PUBLIC SERVICE, ADMINISTRATIVE
AND INSTITUTIONAL REFORMS

10 January 2022

Ministry of Public Service, Administrative and Institutional Reforms
Circular Note No. 2 of 2022
E/261/9/01/03 V2

From: Secretary for Public Service

To: Supervising Officers-in-charge of Ministries/Departments

**Application for the payment of monthly car allowance
in lieu of duty free car/deferred renewal**

With a view to ensuring consistency across the public service in the implementation of the recommendation made at paragraph 16.2.16 (a) of the 2021 PRB Report, an application form has been devised as per Annex.

2. Eligible officers opting for the payment of a monthly car allowance in lieu of duty exemption or deferred renewal to take advantage of enhanced rate of duty exemption or higher engine capacity should submit their application on the enclosed form for approval by their respective Responsible Officers/Supervising Officers.
3. Supervising Officers are hereby requested to bring the content of this Circular to the attention of all officers concerned of their Ministries/Departments and Parastatal Bodies/Local Authorities falling under their purview.

B. Boyramboli
Secretary for Public Service

Copy to: *Secretary to Cabinet and Head of the Civil Service*
Financial Secretary
Director, Pay Research Bureau