



MINISTRY OF PUBLIC SERVICE, ADMINISTRATIVE
AND INSTITUTIONAL REFORMS

31 October 2022

Ministry of Public Service, Administrative and Institutional Reforms

Circular Note No. 50 of 2022

E/135/30/02 V2

From: Secretary for Public Service

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

Fees Payable to Chairperson, Members and Secretary of Committees/Technical
Committees

Following the publication of the 2021 PRB Report, the quantum of fees and allowances payable to Chairperson, Members and Secretaries of Committees/Technical Committees have been revised as follows:

A. Committees set up by Government such as Technical Committees, Courts of Investigation, Fact Finding Committees:

(i)	Chairperson:	
	First 25 sittings	Rs 4885 per sitting
	Next 20 sittings	Rs 3675 per sitting
	All other sittings	Rs 2495 per sitting
	Subject to the limit of	Rs 367 500
(ii)	Members (50% of fees payable to Chairperson)	
(iii)	Secretary (30% of fees payable to Chairperson)	

B. Technical Committees set up by Ministries with the approval of the Government:

(i)	Chairperson:	
	First 20 sittings	Rs 3060 per sitting
	Next 20 sittings	Rs 1840 per sitting
	All other sittings	Rs 1250 per sitting
	Subject to the limit of	Rs 210 000
(ii)	Members (50% of fees payable to Chairperson)	
(iii)	Secretary (30% of fees payable to Chairperson)	

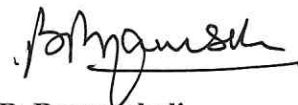
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2. Ministries/Departments should, continue to be guided by the following when appointing Chairpersons, Members and Secretaries of Committees set up by Government and Technical Committees set up with the approval of Government:

- (i) Ministries/Departments would have to pre-determine, albeit indicatively, the time required for the assignment/the number of meetings which are envisaged for completion of the assignment;
- (ii) the rates as spelt out in this Circular Note should be strictly applied;
- (iii) the Chairperson, Members and Secretary should be informed, **prior** to the start of the assignment, of the fees that would be payable to them according to the Government Guidelines, upon completion of the exercise; and
- (iv) the Chairperson, Members and Secretary should be required to signify, in writing, their acceptance or otherwise, to serve on such Committees/Technical Committees against payment of the relevant fees, **prior** to the start of the exercise.

3. The above revised rates would be applicable **with effect from 01 November 2022**.

4. Supervising Officers are hereby requested to stand guided accordingly.



B. Boyramboli
Secretary for Public Service

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