

DRAFT TEMPLATE

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Dear

PUBLIC SECTOR SALARY REVIEW 2023

Reference is made to the Public Service Bureau’s **Circular No. 3 of 2023** and No. of 2023, the new Salary structure has been implemented for employees in the Public Service effective **1st April 2023**.

In accordance with the above-mentioned circulars, the following allowances have been consolidated with your basic salary, and the consolidated amount has then been increased by 10% but not less than SR1,000/-. The new sum has then been mapped out on the new salary table as detailed below:

- Current Basic Salary = SR.....
- 5% Supplementation allowance = SR.....
- Marketable Skills Allowance (if any) = SR.....
- Performance Allowance (if any) = SR.....
- Graduate Allowance (if any) = SR.....
- 10% increase = SR.....
- Total Basic salary** **SR.....**

Consequently, your new basic salary is now pitched at SR..... at Band Stepon the new salary table.

The other allowances being paid as per the relevant Schemes of Service remain unchanged.

Yours sincerely