



OFFICE OF THE PRESIDENT PUBLIC SERVICE BUREAU

Circular No. 3 of 2023

13 MARCH 2023

TO:

Secretaries of State	Chairperson of Electoral Commission
Attorney General	Chairperson of Public Service Appeal Board
Commissioner of Police	Chief Secretary of Public Service
Chairperson of Constitutional	Principal Secretaries
Appointments Authority	Clerk of the National Assembly
Ombudsman	Master / Registrar, Supreme Court
Director General of Seychelles Intelligence	Chief Executive Officers
Services	

PUBLIC SERVICE SALARY REVIEW IN APRIL 2023

During the 2022 Budget address, the Minister responsible for Finance announced that Government will be working on a new salary structure for the Public Service.

A review exercise was conducted during 2022 and it was announced at the 2023 Budget address that Government has made provision in the 2023 Budget for implementation of a new proposed Public Service Salary Table.

In view of the fact that the current Public Service Salary Table is set out in legislation (namely the Public Service Salary Act of 2013), it is necessary to seek the repeal of the table by way of legislation that will be introduced in the National Assembly in March 2023.

Subject to the approval of that legislation by the National Assembly, Government is planning to implement a new Salary Table with effect from 1st April 2023, using the same matrix that is used in the existing Salary Table as implemented in April 2014 under the Public Service Salary Act 2013.

1. Existing Public Service Salary Table

The existing Public Service Salary Table consists of a table of 20 rows (bands) and 15 columns (steps) which is based on the minimum wage as it was in 2013. See below:



POST	(Base) Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15
Band 20	82,278	83,064	83,857	84,657	85,465	86,281	87,105	87,937	88,776	89,624	90,479	91,343	92,215	93,096	93,985
Band 19	71,348	72,030	72,717	73,411	74,112	74,820	75,534	76,255	76,983	77,718	78,460	79,209	79,966	80,729	81,500
Band 18	61,871	62,461	63,058	63,660	64,267	64,881	65,500	66,126	66,757	67,394	68,038	68,687	69,343	70,005	70,674
Band 17	53,652	54,164	54,681	55,203	55,730	56,262	56,800	57,342	57,889	58,442	59,000	59,563	60,132	60,706	61,286
Band 16	46,525	46,969	47,418	47,870	48,327	48,789	49,254	49,725	50,199	50,679	51,163	51,651	52,144	52,642	53,145
Band 15	40,345	40,730	41,119	41,511	41,908	42,308	42,712	43,119	43,531	43,947	44,366	44,790	45,217	45,649	46,085
Band 14	34,985	35,319	35,657	35,997	36,341	36,688	37,038	37,392	37,748	38,109	38,473	38,840	39,211	39,585	39,963
Band 13	30,338	30,628	30,920	31,215	31,513	31,814	32,118	32,425	32,734	33,047	33,362	33,681	34,002	34,327	34,655
Band 12	26,308	26,559	26,813	27,069	27,327	27,588	27,851	28,117	28,386	28,657	28,930	29,207	29,485	29,767	30,051
Band 11	22,813	23,031	23,251	23,473	23,697	23,923	24,152	24,382	24,615	24,850	25,087	25,327	25,569	25,813	26,059
Band 10	19,783	19,972	20,162	20,355	20,549	20,745	20,943	21,143	21,345	21,549	21,755	21,962	22,172	22,384	22,598
Band 9	17,155	17,319	17,484	17,651	17,819	17,990	18,161	18,335	18,510	18,687	18,865	19,045	19,227	19,410	19,596
Band 8	14,876	15,018	15,162	15,306	15,452	15,600	15,749	15,899	16,051	16,204	16,359	16,515	16,673	16,832	16,993
Band 7	12,900	13,023	13,147	13,273	13,400	13,528	13,657	13,787	13,919	14,052	14,186	14,321	14,458	14,596	14,735
Band 6	11,186	11,293	11,401	11,510	11,620	11,731	11,843	11,956	12,070	12,185	12,301	12,419	12,537	12,657	12,778
Band 5	9,700	9,793	9,887	9,981	10,076	10,172	10,270	10,368	10,467	10,566	10,667	10,769	10,872	10,976	11,081
Band 4	8,412	8,492	8,573	8,655	8,738	8,821	8,905	8,990	9,076	9,163	9,250	9,339	9,428	9,518	9,609
Band 3	7,294	7,364	7,434	7,505	7,577	7,649	7,722	7,796	7,871	7,946	8,022	8,098	8,175	8,253	8,332
Band 2	6,325	6,386	6,447	6,508	6,571	6,633	6,697	6,760	6,825	6,890	6,956	7,022	7,089	7,157	7,225
Band 1	5,485	5,538	5,590	5,644	5,698	5,752	5,807	5,862	5,918	5,975	6,032	6,090	6,148	6,206	6,266

2. Proposed Public Service Salary Table from April 2023

Based on the exercise to merge some allowances into the basic salary, it is critical for Government to put in place a new Public Service Salary Table. The proposed Salary Table consist of 12 rows (bands) and 15 columns (steps). The minimum entry salary on the table takes into consideration the minimum wage as at 2023 plus a 10% increase. This proposed Salary Table **will not apply** to constitutional appointees. A separate exercise is ongoing to review the salary of the constitutional appointees.

BAND	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15
Band 12	87,893	89,225	90,578	91,951	93,345	94,760	96,196	97,654	99,134	100,637	102,163	103,711	105,283	106,879	108,499
Band 11	70,137	71,200	72,279	73,375	74,487	75,616	76,763	77,926	79,107	80,306	81,524	82,760	84,014	85,288	86,580
Band 10	55,968	56,816	57,677	58,552	59,439	60,340	61,255	62,184	63,126	64,083	65,054	66,041	67,042	68,058	69,090
Band 9	44,661	45,338	46,026	46,723	47,431	48,150	48,880	49,621	50,373	51,137	51,912	52,699	53,498	54,309	55,132
Band 8	35,639	36,179	36,727	37,284	37,849	38,423	39,006	39,597	40,197	40,806	41,425	42,053	42,690	43,337	43,994
Band 7	28,439	28,870	29,308	29,752	30,203	30,661	31,126	31,597	32,076	32,563	33,056	33,557	34,066	34,582	35,107
Band 6	22,694	23,038	23,387	23,742	24,101	24,467	24,838	25,214	25,596	25,984	26,378	26,778	27,184	27,596	28,014
Band 5	18,109	18,384	18,662	18,945	19,233	19,524	19,820	20,120	20,425	20,735	21,049	21,368	21,692	22,021	22,355
Band 4	14,451	14,670	14,892	15,118	15,347	15,580	15,816	16,056	16,299	16,546	16,797	17,052	17,310	17,572	17,839
Band 3	11,531	11,706	11,884	12,064	12,247	12,432	12,621	12,812	13,006	13,204	13,404	13,607	13,813	14,022	14,235
Band 2	9,202	9,341	9,483	9,627	9,773	9,921	10,071	10,224	10,379	10,536	10,696	10,858	11,023	11,190	11,359
Band 1	7,343	7,454	7,567	7,682	7,798	7,917	8,037	8,158	8,282	8,408	8,535	8,664	8,796	8,929	9,064



3. Implementation of the New Public Service Salary Table

3.1 Consolidation of Allowances

Currently, Government is paying a number of allowances as per the Public Service Orders, Schemes of Service and Circulars issued. Based on the Government review, it is proposed that the following allowances be consolidated into the basic salary:

- 5% supplementation allowance
- Marketable Skills Allowance
- Graduate Allowance
- PSC Performance Allowance

3.2 Salary Increase

After the above allowances have been consolidated into the basic salary, it is proposed that a 10% increase will be applied to each salary, with the minimum increase being SCR1,000.00.

3.3 Mapping out of Salary on the New Public Service Salary Table

Once the salary increase has been made in accordance with paragraphs 3.1 and 3.2 above, salaries will be placed on the next closest salary on the new Salary Table. This exercise will be done by the Department of Information and Communication Technology (DICT) using the February 2023 payroll.

3.4 Freezing of Amendments on Payroll

As advised by the Finance Department on 10th February 2023, no amendments will be made on the March payroll to basic salaries, marketable skills allowance, 5% supplementation allowance, graduate allowance, and PSC performance allowance in view of the fact that DICT will be using the February payroll to implement the new Salary Table.

Any new employee being recruited will be paid by way of payment vouchers for the months of March and April 2023. Any adjustments to basic salaries and the allowances that are to be consolidated in the basic pay will appear on the payroll in May 2023, taking into account the arrears.

3.5 Capacity Building

During March 2023, human resources and accounting personnel will be trained on how to implement the new salary table. The schedule will be released shortly under a separate cover.

3.6 Pilot Testing

DICT will conduct a test to map out salaries on the new Public Service Salary Table using payroll data from February 2023, and all organisations will be provided with a copy of their payroll for verification prior to this mapping exercise being conducted. Refer to the schedule below:



	Actions to be taken	Deadlines
1.	Preliminary payroll prepared by DICT (with consolidation, increase and mapping) to be distributed to the MDAs for verification.	9 th March 2023
2.	MDAs to report any anomalies to PSB for assessments using email address of Ms. M. Bonnelame (mbonnelame@psb.gov.sc)	17 th March 2023
3.	PSB to assess the reported anomalies and submit necessary amendments (through a letter) to Treasury to update payroll.	24 th March 2023
4.	Treasury to complete amendments in payroll system and send to DICT to extract.	31 st March 2023
5.	DICT to return up-dated payroll to Treasury and Public Service Bureau.	3 rd April 2023
6.	Treasury to send out updated payroll to MDAs for final verification.	4 th April 2023
7.	MDAs to verify final payroll and advise Treasury and the Public Service Bureau if all are in order or of any further amendments required.	6 th April 2023

It is requested that organisations ensure that the basic salary and the four allowances that are to be consolidated into the basic salary are correct and that this exercise is treated with utmost importance to ensure that each individual receives the correct salary adjustment in April 2023.

4. Reconciliation of Nominal Roll and Payroll

Organisations should also take this opportunity while doing the salary review exercise to reconcile their payroll with their nominal roll and undertake the necessary formalities for relevant changes to be effected on the May 2023 payroll. This is important for the smooth and efficient migration of information from HRIS and the payroll system to the new human resource management system that Government wants to bring on board in the near future.

Organisations can experience delays in receiving a reply on establishment matters, including job evaluations sent to the Public Service Bureau in March and April 2023, as priority is being given to the salary review exercise.



**Shella Mohideen (Mrs.)
CHIEF SECRETARY
PUBLIC SERVICE BUREAU**

