



## DEPARTMENT OF PERSONNEL MANAGEMENT

### *Office of the Secretary*

#### **MEDIA RELEASE**

---

#### **ADHERING TO PROCEDURES ON THE ENGAGEMENT OF GOVERNMENT ADVISORS/CONSULTANTS**

---

**5th March 2021**

Department of Personnel Management has issued a circular instruction to all heads of government departments and line agencies to adhere to procedures on the engagement of government advisors and consultants.

Department of Personnel Secretary Ms Taies Sansan has issued this stern warning reminding all line agencies that this is part of the governments cost saving measures as the engagement of consultants has increased personal emolument costs.

“It has come to the Governments attention that many agencies have recruited advisors and consultants without the approval of the Consultancy Steering Committee (CSC) as provided for under the General Orders.

Ms Sansan said, the general policy on consultants (citizens or non-citizens) is that they are employed for a project or staff development purpose over and above the staff ceiling as per General Order 2 (organisational design, establishment and staffing budget) and GO 3 (recruitment, selection, appointment and staff reporting) and they are engaged ONLY by demonstrating that;

- a specialized skill or knowledge possibly by commercial nature is required on short term basis.
- an unexpected workload resulting from direction of a NEC decision has been identified.
- an aid funded project approved by NEC involving engagement of selected consultants (yet to be approved by the SCS) or
- A need for managerial support and or staff training and development has been identified; or

**“RISE UP, STEP UP, SPEAK UP”**

- suitably qualified and experienced public servants employed under the Public Service Management Act, in line capacity or on short term contract unavailable; or
- suitably qualified and experienced and non-citizens employed under the Public Service Management Act, are not available.

Ms Sansan is calling on all departmental heads and heads of all line agencies to cease engaging consultants on projects or activities that can be performed by officers if they cannot justify the need to demonstrate why they are engaging consultant outside of the approved engagement guidelines and without the approval of the Consultancy Steering Committee.

Secretary Sansan has requested all agency heads to provide copies of consultancy contracts and relevant documents by the 31<sup>st</sup> of March 2021. This is part of cost saving measures undertaken by the government.

Ends//....

Approved for Release

“RISE UP, STEP UP, SPEAK UP”