



DEPARTMENT OF PERSONNEL MANAGEMENT
Office of the Secretary

MEDIA RELEASE

Christmas New Year Shutdown Period

30th November 2021

The Department of Personnel Management has issued a Circular Instruction (31/2021) advising all heads of Departments, Provincial Administrations and heads of statutory bodies informing them of the festive season shutdown period.

Department of Personnel Management Secretary Ms Taies Sansan said, all line agencies are to take note of the shutdown period to determine the applicability of the arrangements within their organizations.

“Through the Circular Instruction we are notifying respective agencies to take heed of the dates to ensure those that provide essential and emergency services are maintained throughout this period”.

Secretary Sansan said, the Government has determined the arrangement for the Christmas and New Year holiday shutdown as follows;

Friday 24 December 2021 - Working Day to lunch time

Saturday 25 December 2021 - Christmas Day

Sunday 26th December 2021 - Boxing Day

Monday 27th December 2021 - Public Holiday

Tuesday 28th December 2021 - Designated Day off (1)

Wednesday 29th December 2021 - Designated Day off (2)

Thursday 30th December 2021 - Designated Day off (3)

“RISE UP, STEP UP, SPEAK UP”

Friday 31st December 2021 - Designated Day off (4)

Ms Sansan clarified that the 4 days outlined as Designated Day Off's are paid shutdown days and are not to be accrued if not taken.

She said, they are allocated days for the convenience of closing of government offices however officers who are required to work to cater for essential and rostered arrangements will not be paid overtime but will be awarded a paid day off at a later time.

The Department of Finance, Immigration & Citizenship Authority will continue to work as normal under the arrangements as set out in the circular (see link <http://www.dpm.gov.pg/wp-content/uploads/2021/11/DPM-CIR.-INSTRUCTION-31-OF-2021.pdf>)

Public Servants are required to report back for normal duties in the New Year on Monday 3rd January 2022.

Secretary Sansan extends her well wishes to all public servants and their families for a safe and blessed Merry Christmas and a Prosperous New Year 2022.

Ends//....

Approved for Release

“RISE UP, STEP UP, SPEAK UP”