

Public Service

Cap. 29.

**PUBLIC SERVICE (TEACHERS)
ORDER, 2008**

2008/114.

Authority: This Order was made on 27th November, 2008 by the Minister under section 13(1) of the *Public Service Act*.

Commencement: 11th December, 2008.

1. This Order may be cited as the *Public Service (Teachers) Order, 2008*.

2. In this Order,

"assisted private school" has the meaning assigned to it by section 2 of the *Education Act*;

Cap. 41.

"graduate" means a person who holds

- (a) a degree awarded by a university within the Commonwealth that is recognised by the Minister for the purpose of awarding degrees; or
- (b) a qualification that is approved by the Minister as being equivalent to a degree;

"guidance counsellor" means a member of staff charged with the responsibility for organising the programme of guidance and counselling in a school;

"head of department" means a member of staff who has been assigned the duties of Head of Department as prescribed by regulation 22 of the *Education Regulations, 1982*;

1982/43.

para.3

"Minister" means the Minister responsible for Education;

Cap. 41. "public school" has the meaning assigned to it by section 2 of the
Education Act;

"qualified teacher" means a person who holds a diploma or certificate
of training recognised by the Minister;

"secondary school" means a secondary school other than those
contained in the *Third Schedule* to the *Education Act*;

1982/43. "senior teacher" means a person appointed to the post of senior teacher
before 7th May, 1990 or a member of staff who has been
assigned the duties of Senior Teacher as prescribed by the
Education Regulations, 1982;

"teacher (special grade)" means a teacher who

- (a) is employed in full-time or part-time teaching amounting to
more than half the total periods on the timetable of a particular
subject or a particular combination of subjects approved by
the Minister, and
- (b) possesses such qualifications in relation to the subject he
teaches as the Minister approves;

the symbol "(Q.B.)" means "Qualification Bar";

the symbol "-" means "to".

3. (1) The following offices in the public service are established
offices:

- (a) principal of a nursery, senior, primary, composite or secondary
school, the School for the Deaf or the Centre for
Pre-Vocational Training;

- (b) housemistress of the Reformatory and Industrial School for Girls;
- (c) deputy principal of a secondary school;
- (d) senior teacher of a nursery, secondary, composite or the Reformatory and Industrial School, the School for the Deaf or the Centre for Pre-Vocational Training;
- (e) teachers of a nursery, senior, primary, composite or secondary school, the School for the Deaf or the Centre for Pre-Vocational Training;
- (f) teacher (special grade);
- (g) qualified teacher;
- (h) graduate teacher; and
- (i) guidance counsellor.

(2) For the purposes of determining the number of Senior Teachers of a secondary school, the post of deputy principal should not be included.

(3) The number of officers who may be appointed to the established offices referred to in this paragraph must not exceed:

- (a) [108] principals for nursery, senior, primary, secondary and composite school, the School for the Deaf, and the Centre for Pre-Vocational Training;
- (b) [2 564] deputy principals, graduate teachers, qualified teachers, senior teachers, teachers (special grade), teachers for nursery, primary and secondary school, the School for the Deaf and the Centre for Pre-Vocational Training;

para.4

(c) one housemistress, one senior teacher and 5 teachers for the Reformatory and Industrial Schools; and

(d) [25] guidance counsellors for secondary schools.

4. Subject to this Order.

Schedule A. (a) a teacher is entitled to the emoluments specified in *Schedule A*;

Schedule B. (b) a qualified teacher is entitled to the emoluments specified in *Schedule B*; but a qualified teacher who

(i) has completed a course at least one academic year in a special subject approved by the Minister; or

(ii) has other specialist qualifications approved by the Minister;

Schedule B. is entitled to 2 additional increments in the salary scale specified in *Schedule B* up to the limit of the maximum specified for that scale;

Schedule D. (c) a qualified teacher who has completed a 2-year course in a special subject approved by the Minister is entitled to the emoluments specified in *Schedule D* that are payable to senior teachers;

Schedule H. (d) a person who is appointed a teacher subsequent to 7th May, 1990 is entitled, if that person is a qualified teacher or a teacher (special grade) who becomes a graduate, to 2 increments in the scale specified in *Schedule H*;

Schedule C. (e) a teacher (special grade) is entitled to the emoluments specified in *Schedule C*;

-
- (f) a senior teacher who is appointed prior to 7th May, 1990 is entitled to the emoluments applicable to the grade of senior teacher specified in *Schedule D*; but such a senior teacher who Schedule D.
- (i) has completed a course of at least one academic year in a special subject approved by the Minister; or
 - (ii) has other specialist qualifications approved by the Minister,
- is entitled to 2 additional increments in the salary scale specified in *Schedule D* up to the limit of the maximum Schedule D. specified for the scale;
- (g) where a senior teacher or a member of staff has been assigned and is performing the duties of senior teacher, the emoluments payable to that teacher or member of staff, in accordance with the scale of salary set out in the appropriate Schedule, may be increased by such amount as the Minister responsible for the Civil Service determines;
- (h) the housemistress of the Reformatory and Industrial School for Girls is entitled to the emoluments specified in *Schedule D* Schedule D. that are payable to senior teachers;
- (i) the principal of the School for the Deaf is entitled to the emoluments specified in *Schedule E*; Schedule E.
- (j) a principal and deputy principal of a secondary school are entitled to the emoluments specified in *Schedule F* applicable Schedule F. to their grade; and

(k) where a member of the teaching staff or the guidance counsellor of a secondary school has been assigned and is performing the duties of head of department, the emoluments payable to that person in accordance with the scale of salary set out in the appropriate Schedule may be increased by such amount as the Minister responsible for the Civil Service determines; and

(l) a guidance counsellor is entitled to the emoluments specified in Schedule I.

Schedule I.

5. With effect from 1st April, 1999, a principal of a nursery, senior, primary or composite school is entitled to the emoluments specified in *Schedule G*.

Schedule G.

6. (1) Subject to sub-paragraph (2), where a salary scale set out in any of the Schedules contains a qualification bar, no member of the teaching staff of an assisted private school or a public school may, after reaching the point in the scale where the qualification bar applies, receive any further increment in that scale unless that member obtains a qualification specified in sub-paragraph (2).

(2) For the purposes of sub-paragraph (1), the qualification that a member of the teaching staff an assisted private school or public school is required to obtain is

(a) a doctorate or other advanced degree obtained by examination; or

(b) a diploma or certificate of training approved by the Minister.

7. Notwithstanding this Order, a graduate who is appointed to or holds an office established by this Order may, with the approval of the Minister and subject to paragraph 8, be paid in substitution for the emoluments to which that graduate is entitled under paragraph 4 or 5, as the case may be, the emoluments specified in *Schedule H*.

Schedule H.

8. (1) Subject to sub-paragraphs (2) and (3), a graduate who before graduation has had continuous teaching service in an assisted private school or a public school is, after graduation, entitled to such emoluments in the appropriate salary scale as will cause that graduate to receive one increment for every 2 complete years of that service.

(2) For the purposes of sub-paragraph (1), no account is to be taken of any time spent on study leave during that service.

(3) The entitlement referred to in sub-paragraph (1) does not apply to persons appointed to the teaching service subsequent to 7th May, 1990.

(4) A graduate is entitled to additional increments in the salary scale that applies to that graduate on the following basis:

- (a) 2 increments, if the graduate has a degree with first or second class honours awarded by a university within the Commonwealth that is recognised by the Minister for the purpose of awarding degrees;
- (b) 2 increments, if the graduate does not have the degree specified in clause (a) but possesses another qualification that is approved by the Minister as being equivalent to that degree;
- (c) 2 increments, if the graduate does not have the degree specified in clause (a) or the equivalent qualification referred to in clause (b) but has a Diploma in Education awarded by a university within the Commonwealth or another qualification that is approved by the Minister as being equivalent thereto;
- (d) 4 increments, if the graduate possesses any qualification mentioned in clause (c).

1990/46. **9.** (1) This Order does not apply to any person who on the date of its publication in the *Official Gazette* is, in addition to being the holder of an office established by this Order, also the holder of an office established by the *Civil Establishment (Teachers) Order, 1990* if that person gives notice in writing within 3 months of the date, or within such further period as the Permanent Secretary, Ministry of the Civil Service in any special case allows, that he wishes to be exempted from the provisions of this Order.

(2) Where a person gives notice under sub-paragraph (1), that person is entitled, during the time he continues in the office he held at the date of his giving the notice, to those rights and is subject to the terms, conditions and liabilities he enjoyed or to which he was subject before the commencement of this Order.

1999/70. **10.** The *Civil Establishment (Teachers) Order, 1999* is revoked.

SCHEDULE A

(Paragraph 4 (a))

Office	Scale	Annual Emoluments	
		With effect from 1st April, 2008	With effect from 1st April, 2009
		\$	\$
Teacher	Z36-	23 904.60 * 831.36	24 980.04 * 868.68
	Z35-	24 735.96	25 848.72
	Z34 -	25 567.32	26 717.40
	Z33-	26 398.68	27,586.08
	Z32-	27 230.04	28 454.76
	Z31-	28 061.40	29 323.44
	Z30-	28 892.76 *852.72	30 192.12 * 891.24
	Z29-	29 745.48	31 083.36
	Z28-	30 598.20	31 974.60
	Z27-	31 450.92	32 865.84
	Z26-	32 303.64	33 757.08
	Z25-	33 156.36 * 955.08	34 648.32 * 998.16
	Z24-	34 111.44	35 646.48

Note: The (*) indicates the point at which an increment is granted.

SCHEDULE B

(Paragraph 4 (b))

Office	Scale	Annual Emoluments	
		With effect from 1st April, 2008	With effect from 1st April, 2009
		\$ \$	\$ \$
Qualified Teacher	Z22-	36 021.60 * 955.08	37 642.80 * 998.16
	Z21-	36 976.68	38 640.96
	Z20-	37 931.76	39 639.12
	Z19-	38 886.84	40 637.28
	Z18-	39 841.92	41 635.44
	Z17-	40 797.00 * 1 109.16	42 633.60 * 1 158.60
	Z16-	41 906.16	43 792.20
	Z15-	43 015.32 * 1 420.20	44 950.80 * 1 484.04
	Z14-	44 435.52	46 434.84
	Z13-	45 855.72	47 918.88
	Z12-	47 275.92	49 402.92
	Z11-	48 696.12	50 886.96
	Z10-	50 116.32	52 371.00
	Z9-	51 536.52	53 855.04
Z8-	52 956.72	55 339.08	

Note: The (*) indicates the point at which an increment is granted.

SCHEDULE C

(Paragraph 4(e))

Office	Scale	Annual Emoluments	
		With effect from 1st April, 2008	With effect from 1st April, 2009
		\$ \$	\$ \$
Teacher (Special Grade)	Z22-	36 021.60 * 955.08	37 642.80 * 998.16
	Z21-	36 976.68	38 640.96
	Z20-	37 931.76	39 639.12
	Z19-	38 886.84	40 637.28
	Z18-	39 841.92	41 635.44
	Z17-	40 797.00 * 1,109.16	42 633.60 * 1 158.60
	Z16-	41 906.16	43 792.20
	Z15-	43 015.32 * 1 420.20	44 950.80 * 1 484.04
	Z14-	44 435.52	46 434.84
	Z13-	45 855.72	47 918.88
	Z12-	47 275.92	49 402.92
	Z11-	48 696.12	50 886.96
	Z10-	50 116.32	52 371.00

Note: The (*) indicates the point at which an increment is granted.

Office	Scale	Annual Emoluments	
		With effect from 1st April, 2008	With effect from 1st April, 2009
		\$ \$	\$ \$
Teacher (Special Grade) (Concl'd)	Z9-	51 536.52	53 855.04
	Z8-	52 956.72 * 1 686.72	55 339.08
	Z7-	54 376.92 * 1 686.72	56 823.12 * 1 762.80
	Z6-	56 063.64	58 585.92
	Z5-	57 750.36	60 348.72

SCHEDULE D

(Paragraph 4 (c), (f) and (h))

Office	Scale	Annual Emoluments	
		With effect from 1st April, 2008	With effect from 1st April, 2009
		\$ \$	\$ \$
Senior Teacher	Z10-	50 116.32 * 1 420.20	52 371.00 * 1 484.04
	Z9-	51 536.52	53 855.04
	Z8-	52 956.72	55 339.08

Note: The (*) indicates the point at which an increment is granted.

SCHEDULE E

(Paragraph 4(i))

Office	Scale	Annual Emoluments	
		With effect from 1st April, 2008	With effect from 1st April, 2009
Principal, School for the Deaf	S6-	\$ 84 385.20	\$ 88 182.48

SCHEDULE F

(Paragraph 4(j))

PART I

Office	Scale	Annual Emoluments	
		With effect from 1st April, 2008	With effect from 1st April, 2009
Principal, Secondary School	S4-	\$ 104 415.48	\$ 109 114.08

PART II

Office	Scale	Annual Emoluments	
		With effect from 1st April, 2008	With effect from 1st April, 2009
Deputy Principal, Secondary School	S6-	\$ 84 385.20	\$ 88 182.48

SCHEDULE G

(Paragraph 5)

Office	Scale	Annual Emoluments	
		With effect from 1st April, 2008	With effect from 1st April, 2009
Principal, Nursery, Primary, Composite School	S8-	\$ 84 385.20	\$ 88 182.48

SCHEDULE H

(Paragraph 4 (d))

Office	Scale	Annual Emoluments	
		With effect from 1st April, 2008	With effect from 1st April, 2009
		\$ \$	\$ \$
Graduate Teacher	Z15-	43 015.32 * 1 420.20	44 950.80 * 1 484.04
	Z14-	44 435.52	46 434.84
	Z13-	45 855.72	47 918.88
	Z12-	47 275.92	49 402.92
	Z11-	48 696.12	50 886.96
	Z10-	50 116.32	52 371.00
	Z9-	51 536.52	53 855.04
	Z8-	52 956.72	55 339.08
	Z7-	54 376.92 * 1 686.72	56 823.12 * 1 762.80
	Z6-	56 063.64	58 585.92
	Z5-	57 750.36	60 348.72
	Z4-	59 437.08	62 111.52
	Z3-	61 123.80 * 2 218.32	63 874.32 * 2 318.16
Z2-	63 242.12	66 192.48	

Note: The (*) indicates the point at which an increment is granted.

SCHEDULE I

(Paragraph 4 (d))

Office	Scale	Annual Emoluments	
		With effect from 1st April, 2008	With effect from 1st April, 2009
		\$ \$	\$ \$
Guidance Counsellor	Z22-	6 021.60 * 955.08	37 642.80 * 998.16
	Z21-	36 976.68	38 640.96
	Z20-	37 931.76	39 639.12
	Z19-	38 886.84	40 637.28
	Z18-	39 841.92	41 635.44
	Z17-	40 797.00 * 1 109.16	42 633.60 * 1 158.60
	Z16-	41 906.16	43 792.20
	Z15-	43 015.32 * 1 420.20	44 950.80 * 1 484.04
	Z14-	44 435.52	46 434.84
	Z13-	45 855.72	47 918.88
	Z12-	47 275.92	49 402.92
	Z11-	48 696.12	50 886.96
	Z10-	50 116.32	52 371.00

Note: The (*) indicates the point at which an increment is granted.

Office	Scale	Annual Emoluments	
		With effect from 1st April, 2008	With effect from 1st April, 2009
		\$ \$	\$ \$
Guidance Counsellor (Concl'd)	Z9-	51 536.52	53 855.04
	Z8-	52 956.72	55 339.08
	Z7-	54 376.92 * 1 686.72	56 823.12 * 1 762.80
	Z6-	56 063.64	58 585.92
	Z5-	57 750.36	60 348.72
	Z4-	59 437.08	62 111.52
	Z3-	61 123.80 * 2 218.32	63 874.32 * 2 318.16
	Z2-	63 342.12	66 192.48

Note: The (*) indicates the point at which an increment is granted.