

# **Public Service Commission (Delegation of Disciplinary Functions) Directions**

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## **THE SCHEDULE**

## **Legislative History**

CONSTITUTION OF THE REPUBLIC OF SINGAPORE  
(ARTICLE 116(3))

PUBLIC SERVICE COMMISSION (DELEGATION OF DISCIPLINARY  
FUNCTIONS) DIRECTIONS

[1st April 1997]

## Citation

1. These Directions may be cited as the Public Service Commission (Delegation of Disciplinary Functions) Directions.

## Definitions

2. In these Directions, unless the context otherwise requires —

“Commission” means the Public Service Commission;

“officer” means —

(a) a public officer of substantive grade equivalent to MX12 or below, but excludes an administrative officer;

*[S 687/2017 wef 01/12/2017]*

(b) a General Education Officer of any grade;

*[S 687/2017 wef 01/12/2017]*

(c) a police officer serving in the Police Service of any grade in the rank of Assistant Superintendent of Police or Inspector;

(d) a prison officer serving in the Prisons Department of any grade in the rank of Assistant Superintendent of Prisons, Rehabilitation Officer or Senior Chief Warder;

*[S 687/2017 wef 01/12/2017]*

(e) a civil defence officer serving in the Singapore Civil Defence Service of any grade in the rank of Captain or below; or

(f) a narcotics officer serving in the Central Narcotics Bureau of any grade in the rank of Assistant Superintendent of Police or below,

whether such officer is holding a permanent, temporary or contract appointment.

“Permanent Secretary” includes —

(a) the Solicitor-General;

(b) the Chief Executive, Attorney-General’s Chambers;

- (c) the Auditor-General;
- (d) the Clerk of Parliament;
- (e) the Secretary to the Public Service Commission;
- (f) the Chief Executive, Office of the Chief Justice;
- (fa) the Principal District Judge (Corporate Services) of the State Courts;  
*[S 386/2021 wef 01/07/2021]*
- (g) the Principal Private Secretary to the President;
- (h) the Secretary to the Prime Minister;
- (i) the Secretary to the Cabinet; and
- (j) a Head of a Diplomatic or a Consular Mission of the Republic of Singapore overseas.

*[S 173/2021 wef 15/04/2021]*

### **Delegation to Permanent Secretary**

3.—(1) The functions of the Commission relating to disciplinary control of officers may be exercised by the Permanent Secretary to the Ministry in which the officer is serving acting in accordance with and subject to these Directions.

(2) The Commission may, in its discretion, exercise such functions as are delegated to a Permanent Secretary under paragraph (1) notwithstanding such delegation.

### **Procedure when complaint is lodged**

4. When a complaint is lodged against an officer alleging the commission by him of any misconduct referred to in the Schedule, the following procedure shall be adopted:

- (a) the complaint shall be communicated in writing to the officer who may be required to submit a written explanation within 24 hours or such further time as the Permanent Secretary may allow; and
- (b) where the Permanent Secretary is of the opinion that the complaint requires further investigation, he shall appoint to conduct the investigation a public officer —
  - (i) of substantive grade equivalent to MX13 and above;  
*[S 687/2017 wef 01/12/2017]*
  - (ii) of a rank or grade senior to that of the officer under investigation.