# **Legal Service (Personnel Boards) Order 2007**

**Table of Contents** 

**Enacting Formula** 

# **Part I PRELIMINARY**

- 1 Citation and commencement
- 2 Definitions

### Part II PERSONNEL BOARDS

- 3 Threshold grade
- **4 Special Personnel Board**
- **5 Senior Personnel Board**
- **6 Members of Personnel Boards**

# Part III PROCEEDINGS OF PERSONNEL BOARDS

- 7 Meetings
- **8 Decisions of Personnel Board**
- 9 Quorum
- 10 Transaction of business outside meetings
- 11 Proceedings to be private
- 12 Disclosure of interest
- 13 Duties of Chairman, etc.

- 14 Duties of alternate members
- 15 Inability to attend meetings
- 16 Personnel Board to abide by Instruction Manuals, etc.
- 17 Panels
- 18 Notification of decisions of Personnel Board

### **Part IV APPEALS TO COMMISSION**

- 19 Appeal against decisions of Personnel Board
- 20 Form of appeal
- 21 Consideration of appeal
- 22 Consideration of appeal outside meetings
- 23 Finality of decisions of Commission

### **Part V MISCELLANEOUS**

24 Confidentiality

**THE SCHEDULE Composition of Personnel Boards** 

No. S 654

CONSTITUTION OF THE REPUBLIC OF SINGAPORE
LEGAL SERVICE (PERSONNEL BOARDS) ORDER 2007

In exercise of the powers conferred by Article 111AA (1), (2) and (8) of the

Constitution of the Republic of Singapore, the President, on the advice of the Prime Minister, hereby makes the following Order:

#### PART I

### **PRELIMINARY**

#### Citation and commencement

1. This Order may be cited as the Legal Service (Personnel Boards) Order 2007 and shall come into operation on 1st December 2007.

#### **Definitions**

- 2. In this Order, unless the context otherwise requires
  - "Chairman", in relation to any Personnel Board, means the Chairman of the Personnel Board, and includes any person appointed as an alternate Chairman;
  - "Commission" means the Legal Service Commission;
  - "member", in relation to a Personnel Board, includes the Chairman and an alternate member of any other member thereof;
  - "officer" means an officer of the Singapore Legal Service;
  - "Personnel Board" means the Special Personnel Board or the Senior Personnel Board established by this Order;
  - "promotion" means the substantive upgrading from one grade to a higher grade within the Legal Service Scheme of Service;
  - "threshold grade" means the grade specified in paragraph 3 for the purposes of Article 111AA(2)(b) of the Constitution;
  - "timescale officer" means an officer holding an appointment below Superscale grade;
  - "transfer" means a transfer, whether or not involving an increase in salary, of a public officer from the Singapore Legal Service to another Scheme of Service in the public service.

## **PART II**

### PERSONNEL BOARDS

# Threshold grade

**3.** For the purposes of Article 111AA(2)(b) of the Constitution, the grade is Superscale LSO Grade 2 in the Singapore Legal Service.

## **Special Personnel Board**

- **4.**—(1) There is hereby established a Special Personnel Board in respect of all Superscale officers in the Singapore Legal Service, except officers of and above the threshold grade.
  - (2) The Special Personnel Board shall have the jurisdiction and power to
    - (a) appoint, confirm or emplace on the permanent establishment all Superscale officers except any officer of or above the threshold grade;
    - (b) promote all Superscale officers to any grade below the threshold grade; and
    - (c) transfer
      - (i) all Superscale officers below the threshold grade from the Singapore Legal Service to another Scheme of Service in the public service; or
      - (ii) public officers from another Scheme of Service in the public service into the class of Superscale officers below the threshold grade in the Singapore Legal Service,

with the prior agreement of the Public Service Commission or the relevant Personnel Board established under Article 110D of the Constitution having jurisdiction and power over the other Scheme of Service or the public officer to be transferred, as the case may be.

#### **Senior Personnel Board**

- **5.**—(1) There is hereby established a Senior Personnel Board in respect of all timescale officers in the Singapore Legal Service.
  - (2) The Senior Personnel Board shall have the jurisdiction and power to
    - (a) appoint, confirm or emplace on the permanent establishment all timescale officers;
    - (b) promote all timescale officers, including considering and recommending to the Special Personnel Board an officer in that class for promotion to Superscale grade; and

# (c) transfer —

- timescale officers from the Singapore Legal Service to another Scheme of Service in the public service; or
- (ii) public officers from another Scheme of Service in the public service into the class of timescale officers in the Singapore Legal Service.

with the prior agreement of the Public Service Commission or the relevant Personnel Board established under Article 110D of the Constitution having jurisdiction and power over the other Scheme of Service or the public officer to be transferred, as the case may be.

#### **Members of Personnel Boards**

- **6.**—(1) Each Personnel Board shall comprise the members specified in the Schedule in relation thereto, being persons appointed by the President under Article 111AA(6) of the Constitution on the advice of the Commission.
- (2) The Chairman and members of a Personnel Board shall hold office for such period and on such terms and conditions as the President may determine, and shall be eligible for re-appointment.
- (3) At any time the President appoints the Chairman or a member of a Personnel Board, and from time to time as the occasion requires, the President may, on the advice of the Commission, appoint another person (not disqualified under Article 111AA(7) of the Constitution) to be an alternate Chairman or alternate member for that Chairman or member of the Personnel Board.
- (4) An alternate Chairman or alternate member shall hold office for the same period as that held by the Chairman or member for whom he is appointed to act in place of (referred to in this Order as his principal), or for such shorter period as specified in his letter of appointment.
- (5) An alternate Chairman or alternate member appointed under sub-paragraph (3) shall perform the functions and may exercise the powers of the principal for whom he is appointed an alternate Chairman or alternate member during the absence from Singapore or from duty of the principal or the principal's inability (because of his disclosure of an interest in accordance with paragraph 12, or otherwise) to act as the Chairman or a member, as the case may be.

#### PART III