

Public Service (Special and Senior Personnel Boards) Order

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CONSTITUTION OF THE REPUBLIC OF SINGAPORE (ARTICLE 110D(1) AND (2))

PUBLIC SERVICE (SPECIAL AND SENIOR PERSONNEL BOARDS) ORDER

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G.N. No. S 467/1994

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(30th September 2004)

[1st January 1995]

Citation

1. This Order may be cited as the Public Service (Special and Senior Personnel Boards) Order.

Definitions

2.—(1) In this Order, unless the context otherwise requires —

“General Services” means those Services other than the —

- (a) Accounting Profession Service;
- (b) Administrative Service and the Administrative (Foreign Service Branch) Service;
- (c) Education Service;
- (d) Customs Specialist Service;
- (e) Immigration & Checkpoints Executive Service;
- (f) Immigration & Checkpoints Senior Service (including the Immigration & Checkpoints Specialist Service within Division I);
- (g) Information Service;
- (h) Information (2002) Service;
- (i) Police (Senior) Service;
- (j) Statistician (Trade and Industry) Service;
- (k) Economist Service;

“Ministry” includes every Division and department of a Ministry;

“Personnel Board” means the Special Personnel Board or a Senior Personnel Board established by this Order;

“promotion” means the substantive upgrading from one grade to a higher grade within the Scheme of Service of the officer concerned;

“public officer” or “officer” means a public officer in Division I but excludes the following officers:

- (a) an officer in the Singapore Legal Service;
- (b) an officer in the Singapore Armed Forces;
- (c) a member of the personal staff of the President; and
- (d) the Clerk of Parliament;

“security agency” means —

- (a) the Corrupt Practices Investigation Bureau;

(b) the Internal Security Department of the Ministry of Home Affairs; or

(c) the Security and Intelligence Division of the Ministry of Defence;

“Service” means any group of officers recruited or appointed under and in accordance with the provisions of any Scheme of Service;

“Staff of Parliament” means any officer in any of the following services and holding a post in Parliament:

(a) the Parliamentary Service;

(b) the Sergeant at Arms Service; or

(c) the Simultaneous Interpreter Service;

“timescale officer” means a public officer holding an appointment below Superscale grade in his Scheme of Service;

“transfer” means a transfer, whether or not involving an increase in salary, of a public officer —

(a) from one Service to another Service; or

(b) in any of the General Services from one post in a Ministry or an Organ of State to a post in another Ministry or Organ of State.

(2) For the purposes of this Order, an officer who is employed on secondment in a post in a Ministry or an Organ of State shall not be regarded as an officer holding a post in that Ministry or Organ of State.

Establishment of Personnel Boards

3. There are hereby established Personnel Boards in respect of each of the classes of public officers specified in the second column of the Schedule.

Members of Personnel Boards

4. Each Personnel Board shall comprise the members specified in the third column of the Schedule in relation thereto, being persons appointed by the President under Article 110D(5) of the Constitution.

Functions of Personnel Boards

5.—(1) The Special Personnel Board shall have the jurisdiction and power to —

(a) appoint all officers in any class specified in the second column of the Schedule in relation to that Board, except the Administrative Service;

- (b) confirm or emplace on the permanent or pensionable establishment all officers in any such class;
 - (c) promote all officers in any such class to a grade not higher than Superscale E1 or grade 8, as the case may be, including considering and recommending to the Public Service Commission an officer in that class for promotion to Superscale D or grade 7, as the case may be, and beyond; and
 - (d) transfer officers into any such class, except the Administrative Service and any Staff of Parliament.
- (2) Each Senior Personnel Board shall have the jurisdiction and power to —
- (a) appoint officers in the class specified in the second column of the Schedule in relation to that Senior Personnel Board;
 - (b) confirm and emplace on the permanent or pensionable establishment officers in that class;
 - (c) promote officers in that class, including considering and recommending to the Special Personnel Board an officer in that class for promotion to Superscale grade; and
 - (d) transfer officers in that class (but excluding any Staff of Parliament), except that the transfer of an officer from a Service or post under the jurisdiction of a Senior Personnel Board to a Service or post under the jurisdiction of another Senior Personnel Board shall be made by the latter Senior Personnel Board.

THE SCHEDULE

Paragraphs 3, 4 and 5

<i>First column</i>	<i>Second column</i>	<i>Third column</i>	
<i>Personnel Board</i>	<i>Class of Public Officers</i>	<i>Composition</i>	
1. Special Personnel Board.	(a) Public officers, wherever posted, holding appointments between Superscale grades H to E1 or grades 8 to 9, as the case may be, (both grades inclusive), except those holding posts in the Auditor-General's Office.	Mr Lim Siong Guan	Chairman.
	(b) Timescale officers in the Administrative Service and the Administrative (Foreign Service	Mr Koh Yong Guan)

	Branch) Service, wherever posted.		
		Mr Peter Ho Hak Ean)
		Mr Eddie Teo Chan Seng) Members.
		Mr Lam Chuan Leong)
		Mr Chiang Chie Foo)
2. Senior Personnel Board A.	(a) Timescale officers in any of the General Services holding posts in the Prime Minister's Office (excluding any security agency), the Cabinet Office, the Istana or Parliament.	Mr Koh Yong Guan	
	(b) Timescale officers in any of the General Services holding posts in the Ministry of Finance, the Ministry of Foreign Affairs, the Ministry of Trade and Industry or the Ministry of Transport.	Mr Heng Swee Keat	Chairman.
		Mr Lim Siong Guan)
		Mr Peter Ong)
		Mr Eddie Teo Chan Seng) Members.
		Mr Lam Chuan Leong)
		Mr Peter Ho Hak Ean)
		Mr Bilahari Kausikan)
	(c) Timescale officers in any of the following Services, wherever posted:		
	(i) the Accounting Profession Service;		
	(ii) the Statistician (Trade and Industry) Service; or		
	(iii) the Economist Service.		
	(d) Timescale officers who are Staff of Parliament.		