



SERVICE COMMISSIONS DEPARTMENT

MEMORANDUM

P: 15/1/51 Vol.2 Temp. 18

FROM: Director of Personnel Administration

TO: Commissioner of Prisons

DATE: 2nd May, 2018

SUBJECT: Procedure to be applied when public officers are charged with offences before the courts

Public Service Commission on 6th May, 2008 had taken a policy decision on the procedure in dealing with public officers who are charged with offences that are before the courts.

The following procedure should therefore continue to be applied:-

- (a) *Where an officer is charged with a strict criminal offence that is outside of the particular Code of Conduct the Commission will await the outcome of the Court matter and proceed under Section 129 (5) of the Constitution of the Republic of Trinidad and Tobago;*
- (b) *Where an officer is charged with an offence which does not directly relate to his job (e.g. maintenance matters) the Public Service Commission will await the outcome of the Court proceedings; and*
- (c) *Where an officer is charged with an offence which also falls within the Code of Conduct the Public Service Commission will proceed with the disciplinary matter simultaneously with the Court matter.*

Please ensure that this circular is brought to the attention of the relevant staff in your Division and be guided accordingly.

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Director of Personnel Administration (Ag)

cc Permanent Secretary,
Ministry of National Security