

LAWS OF SOLOMON ISLANDS

[1996 EDITION]

CHAPTER 92

PUBLIC SERVICE

AN ACT TO CONFER POWER ON THE MINISTER OF THE PUBLIC SERVICE TO MAKE RULES IN RESPECT OF THE ADMINISTRATION OF THE PUBLIC SERVICE; TO REQUIRE THE PUBLIC SERVICE COMMISSION TO PRODUCE ANNUAL REPORTS; AND FOR OTHER MATTERS CONNECTED THEREWITH OR INCIDENTAL THERETO.

[1st July 1988]

11 of 1988

2 of 1989

Short title

1. This Act may be cited as the Public Service Act.

Interpretation

2. In this Act,—

"Commission" means the Public Service Commission established under section 115 of the Constitution;

"employee" means an employee of the Government other than a public officer;

"Government property" means building, plant and machinery, stamps, securities and stores belonging to the Government; and

"Minister" means the Minister for the time being responsible for the Public Service.

Power to re-organise the public service

3. Notwithstanding the provisions of any other law, the Minister may, where he is of the opinion that it is in the public interest to do so, after consulting the Commission, cause all or any of the following acts to be done—

(a) create new divisions within the public service or abolish or amalgamate any existing divisions within the public service;

(b) develop new schemes of service within the public service or abolish, amend or amalgamate any existing scheme of service within the public service;

(c) inquire into or review the administration of all or any of the departments within the public service and, where appropriate, make changes to the system or practice of administration of the department or departments, as the case may be; and

(d) approve and review postings of public officers within Central Government Ministries and the provinces.

2 of 1989, s. 2

Power to make rules

4.—(1) Notwithstanding the provisions of any other law, the Minister, after consulting the Commission, may make rules—

(a) prescribing the terms and conditions of service of, including the grading of posts held by, public officers and employees of the Government;

(b) prohibiting conduct in which a person may engage while he is a public officer or an employee of the Government;

(c) for the training of public officers and employees of the Government;

(d) for the allocation to or use, care and custody of Government property by public officers and employees of the Government;

(e) for the performance of public duties by public officers and employees of the Government; and

(f) generally, for the proper organisation and efficient conduct of the business of the Government by public officers and employees of the Government.

(2) Any public officer who contravenes any rule made under paragraphs (b), (d), (e) and (f) of subsection (1) shall be guilty of misconduct for the purposes of the Public Service Commission Regulations 1979.

Public Service Commission to produce annual reports

5.—(1) The Commission shall, within four months after the end of every year, make and deliver to the Minister a report in respect of the performance of its functions under the Constitution.

(2) As soon as possible after the receipt of a report under subsection (1), the Minister shall lay a copy of the report before Parliament.

**THE TERMS AND CONDITIONS OF SERVICE
(ATTORNEY-GENERAL) RULES**

LN 29/1992

LN 38/1992

LN 105/1993

(Section 4)

[13th March 1992]

Citation

1. These Rules may be cited as the Terms and Conditions of Service (Attorney-General) Rules.

Terms of office

LN 38/1992

2. The terms of office of the Attorney-General shall be permanent unless otherwise specified in a contract of employment.

Duties

3. The duties of the Attorney-General are those specified under sections 42(1) and (4) of the Constitution and such other administrative duties pertaining to the supervision and administration of the office of the Attorney-General.

Salary

4. The Attorney-General shall be paid an annual taxable salary of \$59,224.75.

NPF contributions

5. The Attorney-General shall contribute to the National Provident Fund as required under the provisions of the Solomon Islands National Provident Fund Act.

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Appointment Grant

6. The Attorney-General shall on first appointment be paid an appointment Grant of \$2000.

Housing

7. The Attorney General shall be provided with an official residence free of rent.

Utilities

8. The cost of water, gas and electricity provided to the Attorney General's residence shall be paid for by the government and charged to the Consolidated Fund.

Domestic servant

LN 105/1993

9. Services of one domestic employee and a gardener shall be charged to public funds and be paid for by the Government.

Leave

10. The Attorney-General shall be entitled to leave at the rate of three and half days a month or forty-two days per annum.

Vehicle

11. The Attorney-General shall be provided with a vehicle for use in connection to his official duties.

Passages

12. The Attorney-General and his family shall be provided with passages at Government expense to and from place of domicile within Solomon Islands during annual leave.

Compassionate leave

13. The Attorney-General shall be entitled to passages at Government expense when travelling on compassionate leave on circumstances specified under GO.P202(d).

Overseas visits

14. The Attorney-General shall be entitled to be paid a daily allowance of US\$55 whilst on official duties overseas or one-fifth of the daily allowance if the trip is externally funded.

Class of travel

LN 38/1992

15.—(1) The Attorney-General shall be entitled to travel first class on all official overseas visits.

(2) The spouse of the Attorney-General shall be entitled to travel first class on official visits overseas when accompanying the Attorney-General on such visits.

(3) The spouse shall be entitled to claim subsistence allowance at the rate payable to the Attorney-General under rule 14.

Local tours

16. The Attorney-General shall be paid a daily allowance of \$40 during official tours within Solomon Islands.

Clothing allowance

LN 38/1992

17. The Attorney-General shall be entitled to an outfit allowance of \$500 payable every two years.

Entertainment

18. The Attorney-General shall be entitled to an entertainment allowance from the Prime Minister's Vote for entertainment. The amount of the allowance shall be as declared by the Accounting Officer.

Medical treatment

19. The Attorney-General shall be entitled to medical treatment in accordance with the terms prescribed from time to time for public officers.

Baggage

20. The Attorney-General shall be entitled to claim baggage allowance in accordance with the provisions of Chapter F of General Orders.

Loan guarantee

21. The Attorney-General shall be entitled to a Government-guaranteed loan, the amount of which shall not exceed his annual basic salary at the time of application.

Benefits under GOs

22. The Attorney-General shall be entitled to all other benefits available to public officers under General Orders or other Regulations which are not covered under these Rules.

Death during incumbency

23. If the Attorney-General dies whilst in office the Government shall pay for all funeral expenses and all other expenses incidental thereto.

**THE PUBLIC SERVICE (GOVERNMENT PROPERTIES) (VEHICLES AND
PLANTS) RULES**

(Section 4)

LN 111/1992

[2nd October 1992]

PART I INTERPRETATION

Citation

1. These Rules may be cited as the Public Service (Government Properties) (Vehicles and Plants) Rules.

Interpretation

2. In these Rules unless the context otherwise requires—

"Permanent Secretary" means the Permanent Secretary, Ministry of Transport, Works and Utilities;

"Responsible Officer" includes the Provincial Secretary and any other officer who may be appointed as such by the Permanent Secretary;

"plant" means any earth moving machines which includes bulldozers, graders, rollers, loaders or excavators but excludes vehicles fitted with cranes.

PART II ALLOCATION OF GOVERNMENT VEHICLES AND PLANTS

Responsibility

3. All Government vehicles and plant, (with the exception of bicycles, vehicles or plants, and specialised plant the use of which is restricted to one office or Ministry only,) shall be held in the charge of the Permanent Secretary.

Hire of vehicles and plants

4. Offices or Ministries requiring the use of vehicles or plant shall hire such vehicles or plant from the Ministry of Transport, Works and Utilities in accordance with instructions issued by the Permanent Secretary. No vehicles or plant may be hired from other sources except with the approval of the Permanent Secretary.

PART III USE OF GOVERNMENT VEHICLES AND PLANTS

Use of government vehicles and plants

5. Responsible Officers shall ensure that—

(a) vehicles and plant hired by them are used economically and only on official duty except when specifically authorised otherwise by General Orders; and

(b) appropriate and adequate instructions are issued to drivers of vehicles on all matters connected with the use of the vehicles both generally and for

specific journeys, including the route to be followed, the picking up, setting down and carriage of passengers and any authorised stopping places. Save where the driver has acted in breach of such instructions, the Responsible Officer shall be held responsible for any misuse of vehicle in his charge.

Drivers

6. Except as may be otherwise agreed, the Permanent Secretary shall provide drivers and operators for all government vehicles and plant, other than vehicles on hire to Government House or hired by the Police Force. Except with the approval of the Permanent Secretary, only drivers or operators so provided or Police Officers employed as drivers of Government House or Police vehicles are authorised to drive government vehicles or to operate government plant.

Permit to drive or operate vehicles and plants

7.—(1) Public officers, except police officers, and other employees authorised by the Permanent Secretary to drive government vehicles or to operate government plant will be issued with a permit by the Permanent Secretary to drive Government vehicles, or to operate plant which will cover only the particular type of vehicle or plant they are authorised to drive or operate.

(2) The Permanent Secretary may withdraw such permit if for any reason he is satisfied that an officer or other employee is no longer competent to drive a government vehicle. When an officer or other employee leaves the Public Service the Responsible Officer shall arrange for the permit to be returned to the Permanent Secretary.

(3) The permit to drive government vehicles is in addition to and does not replace the driving licence issued under the Traffic Act where required. An officer or employee shall carry his permit when driving a government vehicle or operating government plant and shall produce it for inspection when requested to do so by the Permanent Secretary or his representative.

Cap. 131

(4) Whenever a driver or operator is provided with a vehicle or plant under GO T107 and is present on duty no officer or employee shall, save in an emergency, drive or operate such vehicle or plant notwithstanding that he holds a permit to do so under this rule. Whenever an officer or employee does so take charge in an emergency he assumes full responsibility for the vehicle or plant concerned and shall be accountable to the Permanent Secretary for the time he assumes charge of the vehicle or plant.

Driving licence

8. All officers or other employees authorised by the Permanent Secretary to drive government vehicles or operate government plant shall, where required, hold a driving licence valid for the class of government vehicle or plant they are permitted or required to drive or operate in accordance with the Traffic Act and any other relevant law. Responsible Officers and other employees shall comply with this rule.

Cap. 131

9. The following classes of persons may travel in government vehicles—Passengers

- (a) officers and other employees in the course of their duties;
- (b) prisoners;
- (c) pupils, students and other persons attending government educational or training institutions or courses in vehicles under the control of the head of the institution or department concerned;
- (d) patients and their escorts travelling to or from a hospital or other curative institution; and
- (e) such other persons on such occasions and under such conditions as may be authorised by the Responsible Officer in charge of the vehicle on each occasion.

Economical use of transport

10. Officers travelling on official duty in a government vehicle shall, as far as possible, carry other officers who are also travelling on government business.

Private hire and carriage of personal effects

11.—(1) Government vehicles and plant may be hired to private or public companies or persons, including officers and other employees, with the approval of and at rates and under conditions to be prescribed by the Permanent Secretary provided that—

- (a) such private hire shall not result in any government office or Ministry being deprived of the use of the vehicle; and
- (b) no plant or vehicles are not available for hire from other sources.

(2) A government vehicle may be supplied, at no cost to the officer, for the transport of an officer's effects on the following occasions—

- (a) between wharf or airport, as the case may be, and house on first appointment;
- (b) between house and wharf or airport on transfer, posting or retirement and on proceeding on or returning from leave;
- (c) between house to house on an authorised change of quarters;
- (d) between house and wharf or airport whenever the officer is travelling on duty provided the airport bus is not operational; and
- (e) between house and wharf or airport whenever the officer is travelling on duty provided the airport bus is not operational.

(3) In Honiara the service under sub-paragraphs *(a)*, *(b)*, *(c)*, *(d)* and *(e)* of paragraph (2) of rule 11 shall normally be available from MTWU pool provided the relevant Ministries or Offices submit a properly completed vehicle requisition in adequate time and, at Provincial Centres, from Provincial Secretaries. The cost of providing the service shall be met by the relevant Ministry.

(4) As far as possible officers' personal effects should be packed so that the maximum overall weight of individual crates is 10cwt (1120 lbs).

Conformity with the law

12. Nothing in these Rules shall be construed or deemed in any way to prejudice, derogate from or affect any provision of any other law currently enforced in Solomon Islands.

House to office transport

13.—(1) The government is under no obligation to transport officers or other employees of government between their places of residence and work.

(2) The transport of officers and other employees between their places of residence and work by government transport is limited to occasions when a vehicle is being engaged on that route for other specific duty.

PART IV CARE OF GOVERNMENT VEHICLES AND PLANTS

Care of vehicles

14. The detailed rules for the care of government vehicles shall be laid down by the Permanent Secretary from time to time under the terms of hire but the following broad principles shall be complied with by all government officers—

(a) when in use vehicles shall be parked in official ministerial car parks prescribed by the Permanent Secretary or Responsible Officer or Provincial Secretary, as the case may be;

(b) on parking, ignition keys shall be removed and held in safe custody as directed by the Permanent Secretary;

(c) vehicle cab doors shall be locked;

(d) if a government vehicle is involved in an accident action shall be taken in accordance with Stores Instructions 1515 and 1516;

(e) officers allocated vehicles under GO T112 and garaging them at their houses must secure them against theft and, where possible, park them under cover;

(f) government vehicles shall be clearly identifiable as government vehicles at all times;

(g) log books must be maintained for all vehicles in accordance with instructions issued by the Permanent Secretary clearly showing journeys chargeable to government votes and those chargeable to individuals or companies.

Vehicles and plant maintenance

15. The Permanent Secretary shall be responsible for the vehicles and plant in his charge and shall arrange for their regular inspection and overhaul. Responsible Officers shall give every assistance to the Permanent Secretary to ensure that this requirement is complied with. The Permanent Secretary or his representative has the right of access to all government vehicles at all times and may direct the withdrawal of a vehicle for maintenance or inspection at his discretion.

Replacement of vehicles and plants

16. The Permanent Secretary is responsible for replacement of vehicles and plant in his charge and for maintaining, within the limit of funds appropriated, an adequate establishment of vehicles and plant to provide for the approved requirements of all Ministries.

PART V CUSTODY OF GOVERNMENT VEHICLES AND PLANTS

Officer permitted to drive and garage vehicles

17.—(1) An officer or employee who is authorised to drive a government vehicle required in the event of an emergency may, with the approval of his Responsible Officer, or of the officer in charge of garage transport in outstations, be allocated a vehicle and permitted to garage it at his house, provided he has no suitable vehicle of his own of a model appropriate for emergency duties. This practice will normally be restricted to officers in Ministry of Health and Medical Services, RSIP, Ministry of Transport, Works and Utilities, Posts and Telecommunications and the essential services.

(2) Officers or other employees who are permitted to garage government vehicles at their homes in terms of this rule shall be held responsible for the vehicles during the periods they are allocated to them. Under no circumstances are such vehicles to be used outside normal hours of duty except in accordance with written instructions issued by the Responsible Officer.

PART VI MISCELLANEOUS

Repeal of the Chapter T of General Orders

18.—(1) The Permanent Secretary, Ministry of Public Service shall by circular inform all Permanent Secretaries and Provincial Secretaries the date when Chapter T of the General Orders will cease to operate and thereupon required by these Rules.

(2) Such circular shall be issued immediately after the publication of these Rules in the Gazette.

Contravention of Rules

19.—(1) Any public officer who contravenes any provision of Parts II, III, IV and V of these Rules shall be guilty of misconduct in terms of Public Service Regulations.

(2) Any Responsible Officer who fails to report any contravention of these Rules by any public officer shall be guilty of misconduct in terms of the Public Service Regulations.

(3) Where damage is caused to government vehicles and plants in breach of these Rules, the cost of such damage shall be recovered from the officer under the provisions of the Public Finance and Audit Act.

Cap. 120

Fuel rationing

20. A general rationing of fuel for the government fleet of vehicles is imposed under the conditions as set out in the Schedule hereto—

SCHEDULE

Category 1

Government House fleet

(5 vehicles)

3 vehicles—to be refuelled once only per week at 15 litres per vehicle. (45 litres)

2 vehicles—to be refuelled twice per week at 15 litres per vehicle. (60 litres)

Category II

National Parliament fleet

(2 vehicles)

Parliament Bus—to be refuelled twice per week at 20 litres at any one fill. (60 litres)

Hon. Speaker's car—to be refuelled once only per week at 15 litres. (15 litre).

Category III

(a) Prime Minister's fleet

(3 vehicles)

2 vehicles—to be refuelled once a week at 15 litres per vehicle. (30 litres)
1 ceremonial vehicle—to be refuelled once a month.

(b) Ministers' fleet

(14 vehicles)

14 vehicles—to be refuelled once a week at 15 litres per vehicle. (210 litres)

(c) Leader of Opposition

(1 vehicle)—to be refuelled once a week at 15 litres. (15 litres)

(d) Attorney-General

(1 vehicle)to be refuelled once a week at 15 litres. (15 litres)

**Category IV
Constitutional Postholders**

(9 vehicles)

9 vehicles—to be refuelled once a week at 15 litres per vehicle. (135 litres)

**Category V
Ministries not—to be refuelled once a week at 15 litres per vehicle.
involved in
essential services or
field operations**

**Category VI
Ministries involved—to be refuelled twice a week at at 20 litres per fill.
in essential and
field operations**

THE PUBLIC SERVICE (COMPULSORY EXAMINATIONS) RULES
LN 112/1992

(Section 4)

[2nd October 1992]

Citation

1. These Rules may be cited as the Public Service (Compulsory Examinations) Rules.

Interpretation

2. For the purposes of these Rules—

"Constitution" means the Constitution of Solomon Islands;

"General Orders" means the General Orders of Solomon Islands Public Service as may be prescribed from time to time;

"Financial Instructions" means the Financial Instructions of Solomon Islands Government as may be prescribed from time to time;

"probationary appointment" means a public officer appointed under section 2 of Chapter B of the General Orders;

"established posts" means posts in the Public Service manned by officers appointed by the Public Service Commission.

Examinations

3.—(1) Any public officer holding an established post within the Public Service shall undertake to sit the Public Service Examinations (hereinafter referred to as "the examinations").

(2) Public Officers on probationary appointments in the Public Service shall sit and pass the examinations, before they can be confirmed in their appointments.

(3) Any public officer in the Public Service who is to be considered for promotions from Levels 8 upward must sit and pass the examinations.

(4) All serving public officers shall be required to sit the examinations.

Subjects

4.—(1) The examinations shall contain the following subjects—

(a) compulsory subjects—

General Orders
Financial Instructions
Public Service Commission Regulations
Guide to Administrative Procedures
Public Service Rules
Constitution;

(b) optional subjects—

Penal Code
Civil Law
Acts of Parliament
Ordinances
Government Systems.

(2) The content and emphasis of examinations shall also take into account the different cadres in the Public Service

(3) The Minister may from time to time prescribe other subjects to be included in paragraph (1).

Pass marks

5. The pass marks for all examinations is 65% and the grades range from C to A+.

Responsible for examinations

6. The Public Service Commission in conjunction with relevant Ministries and Departments in the Public Service shall be responsible for the conduct, co-ordination and administration of the examinations.

THE PUBLIC SERVICE (OVERSEAS SERVICE) RULES

LN 107/1994

(Section 4)

[16th September 1994]

PART I

Citation

1. These Rules may be cited as the Public Service (Overseas Service) Rules.

Interpretation

2. In these Rules, unless the contrary intention otherwise appears—

"cost of education" means the cost to the parent of basic tuition and boarding of his child in subjects forming an essential part of Solomon Islands Curriculum or the normal curriculum in the State system of the receiving State including the cost of essential text books, materials, stationery and other related expenses but do not include the cost of uniforms, meals, sports equipment, musical instrument and equipment;

"dependant" means an officer's spouse provided he or she is resident at the post, and includes an accompanying child under the age of eighteen;

"child allowance" means the daily allowance paid to an officer as specified in the Schedule;

"location allowance" means an allowance paid to meet daily living expenses as specified in the Schedule;

"non-resident representative" means an Ambassador, High Commissioner or Consulate General accredited to a foreign country but based in Solomon Islands;

"officer" means an employee of Solomon Islands Government posted to an overseas mission and includes a resident representative;

"overseas mission" means any Solomon Islands diplomatic or consular office in a foreign country;

"representation allowance" means the monthly allowance paid pursuant to rule 8; and

"resident representative" means an Ambassador, High Commissioner or Consulate General accredited to a foreign country.

Application of Regulations

3. Save as otherwise provided, these Rules shall apply in respect of a resident or non-resident representative who is employed by Solomon Islands Government, a spouse or dependant of a resident or non-resident representative.

Transport to and from overseas post

4. When an officer, his spouse or dependant is travelling from Solomon Islands to the respective overseas post or otherwise returning to Solomon Islands from such overseas post, the following shall apply—

(a) the officer, his spouse or dependant shall travel by air through the most direct and cheapest route;

(b) the resident representative, his spouse or dependant shall travel first class or business class subject to the approval of the Permanent Secretary of the Ministry of Foreign Affairs;

(c) all reasonable expenses incurred during the course of the travelling shall be paid by Solomon Islands Government.

Non-resident representative

5.—(1) A non-resident representative while travelling to and from his country of accreditation or in the performance of his official duties shall travel first class or business class.

(2) Any other travel other than a travel under paragraph (1) shall be by the most cheapest and most direct route.

Travelling within country of accreditation

6.—(1) Where the officer incurs any travelling expenses in the course of his official duties within the country of accreditation, any such travel expenses shall be refunded.

(2) Where expenses are incurred by the officer travelling in his own car for purposes of discharging his official duties, reimbursement based on mileage may be claimed:

Provided that no claim shall be made under this rule for travel expenses between the officer's residence and the mission or consulate.

PART II

Baggage allowance

7.—(1) An officer proceeding to or returning from an overseas assignment shall be entitled to a baggage allowance for all personal and household effects as follows—

(a) up to 4.5 tonnes by weight or 6.5 cubic metres by volume;

(b) up to 40 kilograms of air cargo; and

(c) in respect of dependants, up to .5 tonnes or .7 of a cubic metre by volume;

(2) Expenses in relation to packing, shipping, unpacking and insurance to cover against loss or damage shall be met by Solomon Islands Government.

Allowances

8.—(1) An officer's spouse or dependants shall be entitled to the following allowances as specified in the Schedule.

(2) Under these Rules, an officer shall be entitled to the following category of allowances—

(a) location allowance,

(b) representative allowance,

(c) child allowance, and

(d) clothing allowance.

(3) Where the spouse of an officer is living with such officer in the mission, such spouse shall be entitled to an allowance of fifty per cent (50%) of the location allowance, notwithstanding that such spouse is also an employee of the mission.

(4) Medical or dental cover in respect of an officer or his dependant shall be paid by Solomon Islands Government.

PART III

Accommodation

9.—(1) The Solomon Islands Government shall meet the cost of accommodation in the country of accreditation. For the purpose of these Rules accommodation expenses shall include the cost of providing basic furniture, cutlery, installation of telephone and television as the case may be:

Provided that 30% of utility charges (water, gas and electricity) shall be met by the officer.

(2) Expenses in respect to private telephone calls, laundry services and television charges shall be met by the officer.

Domestic servant

10.—(1) A resident officer is entitled to one salaried domestic servant subject to the following exceptions—

(a) the officer and the spouse both work for the mission; and

(b) the officer has one or more children under the age of eighteen years.

(2) Notwithstanding paragraph (1), where the officer is of the view that the services of a domestic servant is necessary, he may in writing to the Permanent Secretary request such service. The Permanent Secretary may upon receipt of such request approve or reject such request.

(3) Where a domestic servant is engaged from Solomon Islands, the Solomon Islands Government shall be responsible for meeting cost of travel.

PART IV

11.—(1) Subject to these Rules, a non-resident representative shall be entitled to the following category of allowances—Category of allowances

(a) daily subsistence allowance, payable whilst travelling to or from his country of accreditation in his official capacity;

(b) accountable allowance to be issued and held in the form of an imprest on the instruction of the Permanent Secretary. This allowance shall be used to pay for entertainment, hire of cars and making courtesy calls and for casual hospitality.

Clothing allowance

12. The spouse of a non-resident representative shall be entitled to receive a clothing allowance. Such allowance shall be payable to the spouse only once during the officer's term of office:

Provided that such allowance shall be payable only where the spouse accompanies the non-resident representative travelling in his official capacity.

Secretary to Public Service to authorise additional payments of funds

13. Where the Permanent Secretary is satisfied that the remuneration given to an officer is inadequate due to increase in the cost of living, high administrative cost or any other increases brought about due to currency fluctuations he may consult with the Secretary to Public Service who may authorise an additional payment of funds to such an officer.

SCHEDULE

1. In addition to salary, resident officers who are designated as an Ambassador, a High Commissioner or a Consulate General are entitled to receive the following allowances—

(i) location allowance (an additional 50% if he is accompanied by spouse)	US\$40.00 per day
(ii) representational allowance	US\$400.00 per month
(iii) clothing allowance	US\$1,200.00 per term
if accompanied by spouse	US\$800.00 per term
children	US\$300.00 per child per term
(iv) child allowance	US\$4.00 per child per day

2. Non-Resident Ambassador/High Commissioner—

(i) clothing allowance	US\$1,200.00 per term
(ii) spouse—for each term of office	US\$800.00 per term

3. In addition to their salaries, the Minister/Counsellor, First Secretary, Second Secretary and Third Secretary shall be entitled to the following allowances, as the case may be—

Minister/Counsellor

(i) location allowance	US\$40.00 per day
(ii) representational allowance	US\$200.00 per month
(iii) clothing allowance	US\$1,000.00 per term
spouse	US\$700.00 per term
children	US\$300.00 per child per term
(iv) child allowance	US\$4.00 per child per day

First Secretary/Vice Consul

(i) location allowance	US\$40.00 per day
(ii) representational allowance	US\$200.00 per month
(iii) clothing allowance	US\$800.00 per term
spouse	US\$600.00 per term
Children	US\$300.00 per child per term
(iv) child allowance	US\$4.00 per child per day

Second Secretary/Consul

(i) location allowance	US\$40.00 per day
(ii) representational allowance	US\$100.00 per month
(iii) clothing allowance	US\$700.00 per term
spouse	US\$500.00
children	US\$300.00 per child per term
(iv) child allowance	US\$4.00 per child per day

Personal Secretary

(i) location allowance	US\$40.00 per day
(ii) clothing allowance	US\$400.00 per term
spouse	US\$300.00 per term
children	US\$300.00 per term per child
(iii) child allowance	US\$4.00 per child per day.

TERMS AND CONDITIONS OF SERVICE (CHAIRMAN OF LAW REFORM COMMISSION) RULES

LN 145/1994

*[29th November 1994]***Citation**

1. These Rules may be cited as the Terms and Conditions of Service (Chairman of the Law Reform Commission) Rules.

Term of Office

2. The terms of office of the Chairman of the Law Reform Commission shall be as set out under the provisions of the Law Reform Commission Act.

Cap. 15

Duties

3. The duties of the Chairman of the Law Reform Commission are those specified under the provisions of the Law Reform Commission Act and such other administrative duties pertaining to the supervision and administration of the office of the Chairman of the Law Reform Commission.

Salary

4. The Chairman of the Law Reform Commission shall be paid an annual taxable salary of \$60,948.90.

NPF Contributions

5. The Chairman of the Law Reform Commission shall contribute to the National Provident Fund as required under the provisions of the Solomon Islands National Provident Fund Act.

Cap. 109

Appointment Grant

6. The Chairman of the Law Reform Commission shall on first appointment be paid an appointment grant of \$2,000.

Housing

7. The Chairman of the Law Reform Commission shall be provided with an official residence free of rent.

Utilities

8. The cost of water, gas and electricity provided to the residence of the Chairman of the Law Reform Commission shall be paid for by the Government and charged to the Consolidated Fund.

Domestic servant

9. Services of one domestic employee and a gardener shall be charged to public funds and be paid for by the Government.

Leave

10. The Chairman of the Law Reform Commission shall be entitled to leave at the rate of three and half days a month or forty-two days per annum.

Vehicle

11. The Chairman of the Law Reform Commission shall be provided with a vehicle for use in connection with his official duties.

Passage

12. The Chairman of the Law Reform Commission and his family shall be provided with passage at Government expense to and from place of domicile within Solomon Islands during annual leave.

Compassionate Leave

13. The Chairman of the Law Reform Commission shall be entitled to passages at Government expense when travelling on compassionate leave on circumstances specified under GO. P202(d).

Overseas Visits

14. The Chairman of the Law Reform Commission shall be entitled to be paid a daily allowance as prescribed from time to time under GOs whilst on official duties overseas or one-fifth of the daily allowance if the trip is externally funded.

Class of Travel

15.—(1) The Chairman of the Law Reform Commission shall be entitled to travel first class on all official overseas visits.

(2) The spouse of the Chairman of the Law Reform Commission shall be entitled to travel first class on official visits overseas when accompanying the Chairman of the Law Reform Commission on such visits.

(3) The spouse shall claim subsistence allowance at the rate payable to the Chairman of the Law Reform Commission under regulation 14.

Local Tours

16. The Chairman of the Law Reform Commission shall be paid a daily allowance of \$40 during official tours within Solomon Islands.

Clothing Allowance

17. The Chairman of the Law Reform Commission shall be entitled to an outfit allowance of \$500 payable once every two years.

Entertainment

18. The Chairman of the Law Reform Commission shall be entitled to an entertainment allowance from the Prime Minister's vote for entertainment. The amount of the allowance shall be as declared by the Accounting Officer.

Medical Treatment

19. The Chairman of the Law Reform Commission shall be entitled to medical treatment in accordance with the terms prescribed from time to time for public officers.

Baggage

20. The Chairman of the Law Reform Commission shall be entitled to claim baggage allowance in accordance with the provisions of Chapter F of General Orders.

Loan Guarantee

21. The Chairman of the Law Reform Commission shall be entitled to a Government-guaranteed loan, the amount of which shall not exceed his annual basic salary at the time of application.

Benefits under GOs

22. The Chairman of the Law Reform Commission shall be entitled to other benefits available to public officers under General Orders or other Regulations which are not covered in these Rules.

Death during incumbency

23. If the Chairman of the Law Reform Commission dies whilst in office the government shall pay for all funeral expenses and all other expenses incidental thereto.
