

LEGAL NOTICE NO. 255

REPUBLIC OF TRINIDAD AND TOBAGO

THE CIVIL SERVICE ACT, CHAP. 23:01

REGULATIONS

MADE BY THE MINISTER UNDER SECTION 28 OF THE CIVIL SERVICE  
ACT

THE CIVIL SERVICE (AMENDMENT) REGULATIONS, 2011

1. These Regulations may be cited as the Civil Service Citation  
(Amendment) Regulations, 2011.

2. In these Regulations, “the Regulations” means the Civil Service Interpretation  
Regulations. G.N. No. 122 of  
1967

3. Regulation 6 of the Regulations is amended— Regulation 6  
amended

(a) in subregulation (1), by deleting the words “on 1st January  
of the year in which the examination is held”; and

(b) by revoking subregulations (2) and (3) and substituting the  
following subregulations:

“ (2) A candidate for appointment to the office of  
Clerk Stenographer shall possess training as  
evidenced by the possession of—

(a) the Caribbean Secondary Examination  
Certificate—

(i) at the General Proficiency, Grade I or II;  
or

(ii) with effect from 1st June, 1998, at the  
General Proficiency, Grade III or the Basic  
Proficiency, Grade I; or

(b) the General Certificate of Education at  
Ordinary Level; and

(c) any combination of training as required by  
paragraphs (a) and (b),

in the subject of English Language and two subjects other than Stenography and Typewriting and the possession of passes in approved examinations in Stenography at the rate of not less than 80 words per minute and Typewriting at the rate of not less than 45 words per minute.

(3) A person who is appointed to the office of Clerk Stenographer I/II is entitled to receive a salary which falls within Salary Range 20 if that person possesses passes in approved examinations in Stenography at the rate of not less than 100 words per minute and Typewriting at the rate of not less than 50 words per minute.”.

Regulation 7  
amended

4. Regulation 7 of the Regulations is amended—

(a) in subregulation (1), by deleting the words “on 1st January of the year in which the examination is held”; and

(b) by revoking subregulations (2) and (3) and substituting the following subregulations:

“ (2) A candidate for appointment to the office of Clerk Typist shall possess training as evidenced by the possession of—

(a) the Caribbean Secondary Examination Certificate—

(i) at the General Proficiency, Grade I or II;  
or

(ii) with effect from 1st June, 1998, at the General Proficiency, Grade III or the Basic Proficiency, Grade I; or

(b) the General Certificate of Education at Ordinary Level; and

(c) any combination of training as required by paragraphs (a) and (b),

in the subject of English Language and two subjects other than Typewriting and the possession of passes in

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an approved examination in Typewriting at the rate of  
not less than 45 words per minute.”.

Dated this 11th day of November, 2011.

C. SEEPERSAD-BACHAN  
*Minister of Public Administration*