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## No. S 824

# CONSTITUTION OF THE REPUBLIC OF SINGAPORE

## PUBLIC SERVICE (SPECIAL AND SENIOR PERSONNEL BOARDS) ORDER 2010

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In exercise of the powers conferred by Article 110D(1) and (2) of the Constitution of the Republic of Singapore, the President, on the advice of the Prime Minister, hereby makes the following Order:

#### **Citation and commencement**

1. This Order may be cited as the Public Service (Special and Senior Personnel Boards) Order 2010 and shall come into operation on 1st January 2011.

#### **Definitions**

2.—(1) In this Order —

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

- (a) an officer in the Singapore Judicial Service;
- (b) an officer in the Singapore Legal Service;

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

*[S 110/2023 wef 01/03/2023]*

“Division II, III or IV officer” means a public officer in Division II, III or IV but excludes the following:

- (a) a member of the Singapore Armed Forces;
- (b) a member of the personal staff of the President;
- (c) a police officer below the rank of Inspector;

*[S 110/2023 wef 01/03/2023]*

“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;

“Judiciary” means the Supreme Court, the Family Justice Courts and the State Courts;

*[S 110/2023 wef 01/03/2023]*

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

“officer” means a public officer;

*[S 110/2023 wef 01/03/2023]*

“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;

*[Deleted by S 110/2023 wef 01/03/2023]*

“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 Division I officer holding an appointment below Superscale grade in his Scheme of Service;

*[S 110/2023 wef 01/03/2023]*

“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.

*[S 110/2023 wef 01/03/2023]*

(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 First or Second Schedule, as the case may be.

*[S 110/2023 wef 01/03/2023]*

### **Members of Personnel Boards**

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

*[S 110/2023 wef 01/03/2023]*

### **Functions of Personnel Boards in relation to Division I officers**

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 First Schedule in relation to that Board, except the Administrative Service;

*[S 110/2023 wef 01/03/2023]*

- (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;

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(d) transfer officers into any such class, except the Administrative Service and any Staff of Parliament;  
*[S 22/2022 wef 14/01/2022]*

(e) transfer —

(i) an officer in any such class into any class of officers in the Singapore Judicial Service; or

(ii) an officer in the Singapore Judicial Service into any such class,

with the prior agreement of the Judicial Service Commission or of any personnel board established under Article 111I of the Constitution with the power to transfer the officer into or from the Singapore Judicial Service; and  
*[S 22/2022 wef 14/01/2022]*

(f) transfer —

(i) an officer in any such class into any class of officers in the Singapore Legal Service; or

(ii) an officer in the Singapore Legal Service into any such class,

with the prior agreement of the Legal Service Commission or of any personnel board established under Article 111Q of the Constitution with the power to transfer the officer into or from the Singapore Legal Service.  
*[S 22/2022 wef 14/01/2022]*

(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 First Schedule in relation to that Senior Personnel Board (referred to in this sub-paragraph as the relevant class);

*[S 110/2023 wef 01/03/2023]*

(b) confirm or emplace on the permanent or pensionable establishment officers in the relevant class;

(c) promote officers in the relevant class, including considering and recommending to the Special Personnel

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Board an officer in the relevant class for promotion to Superscale grade;

- (d) transfer officers in the relevant 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;

*[S 22/2022 wef 14/01/2022]*

- (e) transfer —

- (i) an officer in the relevant class into any class of officers in the Singapore Judicial Service; or
- (ii) an officer in the Singapore Judicial Service into the relevant class,

with the prior agreement of the Judicial Service Commission or of any personnel board established under Article 111I of the Constitution with the power to transfer the officer into or from the Singapore Judicial Service; and

*[S 22/2022 wef 14/01/2022]*

- (f) transfer —

- (i) an officer in the relevant class into any class of officers in the Singapore Legal Service; or
- (ii) an officer in the Singapore Legal Service into the relevant class,

with the prior agreement of the Legal Service Commission or of any personnel board established under Article 111Q of the Constitution with the power to transfer the officer into or from the Singapore Legal Service.

*[S 22/2022 wef 14/01/2022]*

*[S 110/2023 wef 01/03/2023]*

### **Dismissal of Division II to IV officers by Senior Personnel Boards**

**5A.**—(1) Subject to sub-paragraph (2), each Senior Personnel Board shall have the jurisdiction and power to dismiss officers

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specified in the class in the second column of the Second Schedule in relation to that Senior Personnel Board.

(2) Sub-paragraph (1) does not confer on the Senior Personnel Boards any jurisdiction or power to dismiss any public officer for misconduct or neglect of duty for which any —

(a) investigation under regulation 3 of the Public Service (Disciplinary Proceedings) Regulations (Rg 1); or

(b) proceedings under regulation 4 of those Regulations,

have been commenced against the public officer.

*[S 110/2023 wef 01/03/2023]*

### **Revocation**

6. The Public Service (Special and Senior Personnel Boards) Order (O 2) is revoked.

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FIRST SCHEDULE

Paragraphs 3, 4 and 5

FIRST SCHEDULE — *continued*

<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) Division I 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.  (b) Timescale officers in the Administrative Service and the Administrative (Foreign Service Branch) Service, wherever posted.	Mr Leo Yip Mr Ravi Menon Mr Chan Yeng Kit Mrs Tan Ching Yee Mr Chan Heng Kee Mr Pang Kin Keong Mrs Ow Foong Pheng Ms Tan Gee Keow
2. Senior Personnel Board A.	(a) Timescale officers in any of the General Services holding posts in the Public Service Division, the National Research Foundation, the Strategy Group, the Communications Group, the Smart Nation and Digital Government Office or the	Mr Pang Kin Keong Mr Leo Yip Mr Loh Ngai Seng Mrs Tan Ching Yee Mr Gabriel Lim Ms Teoh Zsin Woon Ms Lai Wei Lin Mr Albert Chua
	Chairman Members	
	Chairman Members	

FIRST SCHEDULE — *continued*

Public Sector Science and Technology Policy and Plans Office.	Mr Joseph Leong Weng Keong Mr Luke Goh Dr Beh Swan Gin Ms Tan Gee Keow Prof Tan Chorh Chuan Mr Augustin Lee
(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.	
(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.	
3. Senior Personnel Board B.	Chairman Members  Mr Chan Yeng Kit Mr Tan Kee Yong Mr Leo Yip

FIRST SCHEDULE — *continued*

holding posts in any security agency.	Mr Pang Kin Keong Mr Chan Heng Kee
(b) Timescale officers in any of the General Services holding posts in the Prime Minister's Office (excluding the Public Service Division, the National Research Foundation, the Communications Group, the Strategy Group and the Smart Nation and Digital Government Office), the Cabinet Office, the Istana or Parliament.	
(c) Timescale officers who are Staff of Parliament.	
4. Senior Personnel Board C.	
(a) Timescale officers in any of the General Services holding posts in the Ministry of Communications and Information, the Ministry of Culture, Community and Youth, the Ministry of Health, the Ministry of Manpower, the	Chairman Members  Mr Ravi Menon Mr Aubeck Kam Mrs Ow Foong Pheng Ms Tan Gee Keow Mr Ng How Yue Mr Joseph Leong Weng Keong Mr Chan Yeng Kit Mr Stanley Loh Ka Leung

FIRST SCHEDULE — *continued*

Ministry of National Development, the Ministry of Social and Family Development or the Ministry of Sustainability and the Environment.	Mr Chia Der Jiun Ms Teoh Zsin Woon Mr Ng Chee Khern Mr Chng Kai Fong Ms Lim Wan Yong
(b) Timescale officers in the Information Service or the Information (2002) Service, wherever posted.	
5. Senior Personnel Board D.	
(a) Timescale officers in any of the General Services holding posts in the Ministry of Defence (excluding any security agency), the Ministry of Home Affairs (excluding any security agency) or the Ministry of Law.	Chairman Members
(b) Timescale officers in any of the General Services holding posts in the Attorney-General's Chambers, the Supreme Court, the State Courts, the Small Claims	Mrs Tan Ching Yee Ms Juthika Ramanathan Mr Pang Kin Keong Mr Chan Heng Kee Ms Daphne Hong Mr Aubeck Kam Mr Luke Goh Mr Melvyn Ong Su Kiat

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FIRST SCHEDULE — *continued*

Tribunal (including their respective Registries) or the Disciplinary Tribunal Secretariat.

(c) Timescale officers in any of the following Services, wherever posted except those holding posts in a security agency:

- (i) the Customs Specialist Service;
- (ii) the Immigration & Checkpoints Executive Service;
- (iii) the Immigration & Checkpoints Senior Service;
- (iv) the Immigration & Checkpoints Specialist Service; or
- (v) the Police (Senior) Service.

FIRST SCHEDULE — *continued*

6. Senior Personnel Board E.	(a) Timescale officers in the Education Service, wherever posted.	Chairman Members	Ms Tan Gee Keow Mrs Ow Foong Pheng Mr Lai Chung Han Mr Loh Ngai Seng Ms Lim Wan Yong Mdm Liew Wei Li
	(b) Timescale officers in any of the General Services holding posts in the Ministry of Education.		

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[S 645/2023 wef 01/10/2023]

[S 295/2023 wef 01/06/2023]

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[S 246/2022 wef 01/04/2022]

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FIRST SCHEDULE — *continued*

*[S 197/2011 wef 02/04/2011]*

*[S 197/2011 wef 01/04/2011]*

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**SECOND SCHEDULE**

Paragraphs 3, 4 and 5A(1)

<i>First column</i>	<i>Second column</i>	<i>Third column</i>
<i>Senior Personnel Board</i>	<i>Class of Public Officers</i>	<i>Composition</i>
1. Senior Personnel Board A	<p>(a) Division II, III and IV officers in any of the General Services holding posts in the Public Service Division, the National Research Foundation, the Strategy Group, the Communications Group, the Smart Nation and Digital Government Office or the Public Sector Science and Technology Policy and Plans Office.</p> <p>(b) Division II, III and IV 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.</p>	As specified in the third column of item 2 in the First Schedule.
2. Senior Personnel Board B	<p>(a) Division II, III and IV officers holding posts in the Internal Security Department of the Ministry of Home Affairs.</p> <p>(b) Division II, III and IV officers holding posts in the Security and Intelligence Division of the Ministry of Defence.</p> <p>(c) Division II, III and IV officers holding posts in the Corrupt Practices Investigation Bureau.</p>	As specified in the third column of item 3 of the First Schedule.

SECOND SCHEDULE — *continued*

	(d) Division II, III and IV officers in any of the General Services holding posts in the Prime Minister's Office (excluding the Corrupt Practices Investigation Bureau, the Public Service Division, the National Research Foundation, the Communications Group, the Strategy Group and the Smart Nation and Digital Government Office), the Cabinet Office, the Istana or Parliament.	
3. Senior Personnel Board C	(a) Division II, III and IV officers in any of the General Services holding posts in the Ministry of Communications and Information, the Ministry of Culture, Community and Youth, the Ministry of Health, the Ministry of Manpower, the Ministry of National Development, the Ministry of Social and Family Development or the Ministry of Sustainability and the Environment.	As specified in the third column of item 4 of the First Schedule.
4. Senior Personnel Board D	(a) Division II, III and IV officers in any of the General Services holding posts in the Ministry of Defence (excluding the Security and Intelligence Division), the Ministry of Home Affairs (excluding the Internal Security Department) or the Ministry of Law.	As specified in the third column of item 5 of the First Schedule.

SECOND SCHEDULE — *continued*

	(b) Division II, III and IV officers in any of the General Services holding posts in the Attorney-General's Chambers or the Judiciary.	
5. Senior Personnel Board E	(a) Division II, III and IV officers in the Education Service, wherever posted.  (b) Division II, III and IV officers in any of the General Services holding posts in the Ministry of Education.	As specified in the third column of item 6 of the First Schedule.

[S 110/2023 wef 01/03/2023]

Made this 22nd day of December 2010.

By Command,

TAN KEE YONG  
*Secretary to the Cabinet,  
Singapore.*

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