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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, 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;

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- (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 —

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- (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;
 - (d) transfer officers into any such class, except the Administrative Service and any Staff of Parliament; and
 - (e) transfer —
 - (i) officers 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 the relevant Personnel Board established under Article 111AA of the Constitution having jurisdiction and power over that class of officers in the Singapore Legal Service or the officer to be transferred, as the case may be.

(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 (referred to in this sub-paragraph as the relevant class);
- (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 Board an officer in the relevant class for promotion to Superscale grade;

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- (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; and
- (e) transfer —
- (i) officers 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 the relevant Personnel Board established under Article 111AA of the Constitution having jurisdiction and power over that class of officers in the Singapore Legal Service or the officer to be transferred, as the case may be.

Revocation

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

THE SCHEDULE

| <i>First column</i> <i>Personnel Board</i> | <i>Second column</i> <i>Class of Public Officers</i> | <i>Third column</i> <i>Composition</i> | Paragraphs 3, 4 and 5 |
|---|---|---|-----------------------|
| 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. (b) Timescale officers in the Administrative Service and the Administrative (Foreign Service Branch) Service, wherever posted. | Chairman Members Mr Peter Ong Boon Kwee Mr Benny Lim Siang Hoe Mr Ravi Menon Ms Yong Ying-I Mr Chan Yeng Kit Mrs Tan Ching Yee | |
| 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 National Climate Change Secretariat or the National Population and Talent Division. (b) Timescale officers in any of the General Services holding posts in the Ministry of Finance, the Ministry of Foreign Affairs, | Chairman Members Mr Chan Yeng Kit Mr Peter Ong Boon Kwee Ms Yong Ying-I Ms Lim Soo Hoon Mr Pang Kin Keong Mrs Ow Foong Pheng BG (NS) Chee Wee Kiong Mr Niam Chiang Meng Mr Ng How Yue Mr Albert Chua | |

THE SCHEDULE — *continued*

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.

(a) Timescale officers in any of the Services (other than those in the Administrative Service) holding posts in any security agency.

(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 National Climate Change Secretariat, the National Population and Talent Division and the Communications Group), the Cabinet Office, the Istana or Parliament.

Chairman
Members

Mr Peter Ong Boon Kwee
Mr Benny Lim Siang Hoe
Mr Chan Yeng Kit
Mr Tan Kee Yong
Mr Tan Tee How

THE SCHEDULE — *continued*

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|---|---|---|
| (c) Timescale officers who are Staff of Parliament. | Chairman Members | Mr Ravi Menon Mr Aubeck Kam Mrs Tan Ching Yee Mr Chan Heng Kee Mr Choi Shing Kwok Mr Loh Khum Yean Mr Benny Lim Siang Hoe Ms Yeoh Chee Yan MG (NS) Ng Chee Khern Mr Chew Hock Yong |
| 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 the Environment and Water Resources, the Ministry of Health, the Ministry of Manpower, the Ministry of National Development, the Ministry of Social and Family Development or the Communications Group of the Prime Minister's Office. | |
| | (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. | Mr Benny Lim Siang Hoe Mr Yee Woon Chin Lionel Mr Chan Yeng Kit Ms Juthika Ramanathan Dr Beh Swan Gin Mr Tan Tee How Ms Suriyacala Jennifer Marie MG (NS) Ng Chee Khern |
| | (b) Timescale officers in any of the General Services holding posts in the Attorney- | |

THE SCHEDULE — *continued*

General's Chambers, the Supreme Court, the State Courts, the Small Claims 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.

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|------------------------------|---|---------------------|--|
| 6. Senior Personnel Board E. | (a) Timescale officers in the Education Service, wherever posted. | Chairman Members | Mrs Tan Ching Yee Miss Ho Peng Ms Chan Lai Fung Ms Lim Soo Hoon Mr Neo Kian Hong |
| | (b) Timescale officers in any of the General Services holding posts in the Ministry of Education. | | |

THE SCHEDULE — *continued*

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[S 674/2014 wef 01/10/2014]

[S 540/2014 wef 15/08/2014]

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

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

Made this 22nd day of December 2010.

By Command,

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

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