



Solomon Islands
Government

Ministry of
Public Service



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CIRCULAR MEMORANDUM NO: 15/2023

Our Ref: 01/5/2

Date: 21/12/2023

To: Secretary to Cabinet
Secretary to Prime Minister
Permanent Secretaries
Private Secretary Government House
Clerk to National Parliament
Provincial Secretaries
Human Resource Managers
All Public Officers

SUBJECT: SPECIAL COMPENSATORY AND RECUPERATION LEAVE DAYS & PUBLIC HOLIDAYS DURING CHRISTMAS AND NEWYEAR PERIOD.

Merry Christmas and Prosperous New Year greetings!

1. This Circular Memorandum serves to inform all public servants including employees of Provincial Governments and Honiara City Council (HCC) of three (3) special leave days as well as three (3) appointed public holidays during the Christmas and the New Year period.
2. In its December 17th 2023 meeting, Cabinet approved and recorded in its Conclusions [2023]35th that **Wednesday 27th December 2023; Thursday 28th December 2023 and Friday 29th December 2023** are to be observed as special compensatory and recuperation **leave days** for public servants, with the exception of officers performing essential services duties.
3. Further to the above Cabinet decision, please be informed that in exercising the powers conferred by Public Holiday Act (Cap 151), section 2 and section 2(2); the Hon. Minister for Home Affairs, has appointed Christmas Day **Monday 25th December 2023**; Thanksgiving Day **Tuesday 26th December 2023** and New Year Day **Monday 1st January 2024** as Public holidays.
4. All Public Servants scheduled to perform Essential Services duties during the aforementioned Public holidays and recuperation leave days are to attend to their duties as normal. For compensation purposes, the public holiday rate in GO F 604(c)



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applies to any officer performing duties on the three (3) declared public holidays, whereas an extra leave day is to be added to the officer's annual leave for each recuperation day the officer perform essential services duties.

5. Public servants whose annual leave fall within the three (3) days of recuperation can add three extra days to their annual leave.
6. All public servants who are not taking annual leave are expected to resume normal duties on **Tuesday 2nd January 2024**. Thank you for your understanding

Sincerely yours in the Public Service


Luke Cheka

Permanent Secretary (Ag)
Ministry of Public Service.

