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**OFFICE OF THE SUPERINTENDENT-GENERAL**

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**Reference:** 8/2/4/1/1

**HRM CIRCULAR NO. 21 OF 2014**

**To:** ALL DEPUTY DIRECTOR-GENERAL  
ALL CHIEF DIRECTORS  
ALL DIRECTORS AND DISTRICT DIRECTORS  
ALL DEPUTY DIRECTORS

**FROM:** SUPERINTNEDENT-GENERAL: EDUCATION

**DATE:** 26 AUGUST 2014

**SUBJECT:** PLACEMENT OF MORATORIUM ON TRANSFERS ON ALL SCHOOL BASED AND OFFICE BASED PUBLIC SERVICE ACT EMPLOYEES.

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1. A moratorium is herewith placed on the transfers of both school based and office based Public Service Act employees with effect from the date of this Circular.
2. Applications for transfers will therefore henceforth only be considered under exceptional circumstances and must be submitted to the office of the Superintendent General via the normal channels of correspondence.
3. The power to approve applications for transfers is therefore withdrawn from all other officials within the Department and now only rest with the Superintendent General.
4. The contents of this Circular must be brought to the attention of all employees within the Department.

Your full co-operation in this matter will be appreciated.

  
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**R. TYWAKADI**

**ACTING SUPERINTENDENT-GENERAL: EDUCATION**

26/08/2014  
**DATE**