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To: Deputy Directors-General, Chief Directors, Directors, Chief Education Specialists, Circuit Managers and Principals of all public schools

Short summary: *Provision of 2022/2023 public service support staff establishments to ordinary public and special needs public schools.*

**Subject: Provision of 2022/2023 public service support staff establishments to ordinary public and special needs public schools**

1. The revision of public service support staff establishments at all ordinary public and special needs public schools for the period 01 April 2022 to 31 March 2023 was conducted in line with the approved norms and standards.
2. The aforementioned revisions were conducted on the following principle
  - a) Maintaining stability at schools for 2022; and
  - b) Determining the financial impact of increasing public service support staff allocations in line with budgetary provisions for the 2022/23 medium term expenditure framework.
3. If permanent posts become vacant, employees in excess will receive preference for matching and placement into such posts before approval will be granted to fill the posts on a contract basis.
4. The 2022/2023 public service support staff establishments for public schools will be published on CEMIS under "Administration" on 04 April 2022.

**SIGNED:** B WALTERS  
**HEAD: EDUCATION**  
**DATE:** 2022-03-30