6th February 2017

All Permanent Secretaries
All Chief Administrative Officers
All Town Clerks
All Directors of Regional Referral Hospitals
All Heads of Government Agencies

CHANGE OF DATES OF BIRTH FOR PUBLIC OFFICERS

The Ministry of Public Service has, in recent received many requests from Public Officers for change of their dates of birth. The requests for change of dates of birth follow the biometric validation of Public Officers and matching of their data with the National Identification Register.

Arisings out of these exercise some Public Officers’ dates of birth on the Integrated Personnel and Payroll System (IPPS) did not tally with the dates of birth on the National Identification Register. In another development, for some Public Officers, the requests for change of dates of birth are submitted when they are approaching the time of attainment of mandatory retirement age, which creates doubt of the lateness of the officer.

In accordance with section 1-b (7) of the Uganda Public Service Standing Orders, the date of birth of a Public Officer shall be that which was initially recorded unless unquestionable evidence to the contrary is produced and accepted by the Responsible Permanent Secretary.

The purpose of this letter therefore, is to inform you that Ministry of Public Service will continue to uphold the dates of birth that a Public Officer declared earliest upon his/her initial appointment in the Public Service.

You are required to bring the contents of this letter to the attention of all staff in your Ministry, Department, Agency or Local Government.

Catherine Hamulake Missumati
PERMANENT SECRETARY

Copy: Head of Public Service and Secretary to Cabinet
Office of the President – KAMPALA