

Civil Service Regulations

CHAPTER IV - SALARIES AND ALLOWANCES

Disciplined Services Special Allowance

678. Certain officers in disciplined services who are required to undertake unavoidable additional duties over and beyond what may reasonably be regarded as their normal hours of work may receive a Disciplined Services Special Allowance. Rules governing payment of this allowance are laid down from time to time by the Secretary for the Civil Service.
679. It is the duty of a Head of Department to ensure that any additional duties giving rise to payment of the allowance are kept to the absolute minimum compatible with operational requirements and are properly supervised, and that wherever possible the relevant additional duties are compensated by time off in lieu.
680. The following officers are eligible for the Disciplined Services Special Allowance :-
- (a) those remunerated from the Disciplined Services Pay Scale (Rank and File);
 - (b) those whose remuneration does not exceed Point 23 of the Disciplined Services Pay Scale (Officer);
 - (c) those in departmental grades of the Independent Commission Against Corruption whose remuneration does not exceed Point 37 of the Master Pay Scale.

In the case of acting appointments, eligibility will be determined by reference to the rank in which an officer is acting.

681. The hourly rate of Disciplined Services Special Allowance is 1/210 of an officer's monthly salary, including expatriation pay, if any. Where an officer is in receipt of an acting allowance, CSR 676(2) applies.
682. The amount of Disciplined Services Special Allowance receivable by an officer in respect of additional duties undertaken in a named calendar month may not exceed a sum which, taken together with the officer's monthly salary (including acting allowance and expatriation pay, if any), would be greater than the value of Point 28 of the Disciplined Services Pay Scale (Officer).