



Government of Niue
NIUE PUBLIC SERVICE COMMISSION SECRETARIAT

OFFICIAL PUBLIC SERVICE CIRCULAR

4 November 2021

TAU TAKITAKI – Tau Faahi Gahua Fakatufono
TAU TAGATA – Gahua Fakatufono

Fakaalofa lahi atu.

Hanei kua fakailoa atu he Ofisa Pule Gahua e tau aho kua amanaki ke okioki e tau tagata gahua mo e tau Faahi Gahua Fakatufono ke lata mo e vaha okioki Kilisimasi 2021 mo e Tau Ffoo 2022.

1. TAU AHO OKIOKI MAGAHALA KILISIMASI/TAU FFOU 2021/2022

25 Tesemo 2021 (Aho Faiumu)	Aho Kilisimasi
26 Tesemo 2021 (Aho Tapu)	Aho Okioki
27 Tesemo 2021 (Aho Gofua)	Aho Okioki - Tau Tagata Gahua Fakatufono ke lata mo e Aho Kilisimasi /Aho Faiumu (in lieu)
28 Tesemo 2021 (Aho Ua)	Aho Okioki – Tau Tagata Gahua Fakatufono ke lata mo e Aho Okioki, Aho Tapu (in lieu)
29 Tesemo 2021 (Aho Lotu)	Aho Okioki - Tau Tagata Gahua Fakatufono
01 Ianuali 2022 (Aho Faiumu)	Aho Tau Ffoo
02 Ianuali 2022 (Aho Tapu)	Aho Okioki
03 Ianuali 2022 (Aho Gofua)	Aho Okioki - Tau Tagata Gahua Fakatufono ke lata mo e Aho Tau Ffoo – Aho Faiumu
04 Ianuali 2022 (Aho Ua)	Aho Okioki - Tau Tagata Gahua Fakatufono ke lata mo e Aho Tapu

2. TAU AHO LALAFI KI LUGA TAATU KI MUA/TOHI OLE KE OKIOKI HE TAU AHO FIAFIA

Ko mutolu ne fai aho toe mai he tau aho okioki 2020/2021 kua manako ke lalafi ki luga he tau aho ka moua he aho 1 Tesemo 2021 – kia fakafano mai e tau fakailoaga ato hoko e aho 30 Novema 2021, ke maeke ke moua e fakaatāaga ke lalafi atu ki luga he tau aho okioki haau ka moua he aho 1 Tesemo 2021.

Pihia foki mo e tau tohi ole amanaki fano fenoga ma e tau aho okioki faka Kilisimasi/Tau Ffoo. To pā mo e fakaoti mai e tau fekau nei he aho 30 Novema 2021.

3. TAU TULĀ GAHUA MOLEA

Ko e tau tulā gahua molea mai he 2021, ki a fakaaoga he tau magaahe he fatifatiaga tupe 2021/2022 (1/7/2021 – 30/6/2022).

To nakai talia e tau Tulā Gahua Molea ke fakatolomaki ki mua ka nakai oti he fakaaoga.

4. TAU AHO OKIOKI TAU MAHINA TESEMO 2021 – IANUALI 2022

Ko e tau aho ne nakai putoia he fakailoaga na i luga ke kamata he aho 25 Tesemo 2021 ke he aho 4 Ianuali 2022, kua lata he tau aho ia ke totou ko e tau aho okioki, tulā gahua molea poke okioki gahua nakai fai totogi.

MAILOGA:

KO E TAU FAAHI GAHUA OTI MO E TAU TAGATA GAHUA KUA LATA KE LILIU ATU KE GAHUA KE KAMATA HE AHO LOTU, 5 IANUALI 2022.

5. TAU AHO OKIOKI PUTOIA FAKALATAHA MO E TAU AHO OKIOKI HE TAGATA GAHUA NE OLE KI AI

FAKAMANATU ATU – Tohia i loto he Tohi Fakagahua Ma e tau Tagata Gahua Fakatufono e tau hatakiaga mo e tau kakano ke lata mo e tau magaaho okioki mo e totogi ke lata mo e tau tagata gahua Fakatufono.

Fakamolemole kikite atu ke he: Vala H7, ne lolomi he tohiaaga faka Pelitania.

Ke fakamaama atu pehe: Kaeke ke nakai gahua e tagata ke he 2 e Faahi Tapu to hoko ke he aho fakahiku he tau aho okioki, to nakai fai totogi ke taute. Kaeke kua gahua e tagata to fai totogi ke lata ma e tau aho okioki.

Fakamaamaaga kū ke lagomatai aki: Kaeke kua gahua e tagata ke he taha vala he aho ne liu mai e tagata ke he motu, maeke a ia ke moua e totogi ma e tau aho okioki.

Tohia ki loto foki: Vala F e tau fakamaamaaga ke he tau numela tulā gahua ke lata mo e fakamaamaaga nai.

1. PUBLIC SERVICE HOLIDAYS FOR FESTIVE SEASON 2021/2022

25th December 2021 (Saturday)	Christmas Day
26th December 2021(Sunday)	Boxing Day
27th December 2021(Monday)	Public Holiday In Lieu of Christmas Day
28th December 2021(Tuesday)	Public Holiday in Lieu of Boxing Day
29th December 2021(Wednesday)	Public Service Holiday
1st January 2022 (Saturday)	New Year's Day
2nd January 2022 (Sunday)	PS Holiday
3rd January 2022 (Monday)	Public Holiday - in Lieu of New Year's Day (Saturday)
4th January 2022 (Tuesday)	Public Service Commission Holiday - In Lieu of PSC Holiday (Sunday)

2. **CARRY FORWARD OF ANNUAL LEAVE DAYS/FESTIVE LEAVE APPLICATIONS**

Please submit your department staff leave updates up to the 30th November 2021.

Applications for overseas leave planned for the festive season should be submitted by 30 November 2021.

3. **UTILISATION OF TOIL HOURS**

TOIL hours worked for 2021 are to be taken before the end of the current Financial Year 2021/2022 (1/7/2021 – 30/6/2022). All TOIL hours will be forfeited if not used within this period.

4. **DECEMBER 2021/ JANUARY 2022**

Working dates that are not included for the period from 25th December 2021 to 4th January 2022 are to be taken as Annual Leave, TOIL or leave without pay.

NOTE:

THE PUBLIC SERVICE IS EXPECTED TO RE-OPEN FOR NORMAL BUSINESS ON WEDNESDAY 5TH JANUARY 2022.

5. **PUBLIC HOLIDAYS**

Please be reminded of the normal requirements as stipulated under *Section H7*, of the Public Service Manual of Instructions regarding Holiday falling during leave.

H7

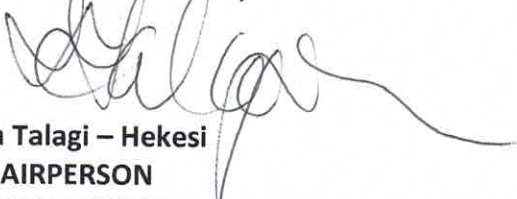
Leave on pay: Where a statutory or Commission holiday falls during a period of annual, long service, sick, or other leave on full pay, the employee is entitled to the holiday which is not to be debited against such leave; but this provision does not apply to holiday falling during annual or retiring leave being paid for after an employee has left the Service.

Leave without Pay: No payment is to be made for a holiday falling during a period of leave without pay (including sick leave without pay) unless the employee has actually worked at any time during the fortnight ending on the day of the holiday. For the purposes of this instruction leave on pay is not deemed to be "time actually worked".

An employee taking leave on pay followed by a period without pay is not to be paid for a holiday falling during the leave without pay period unless he actually worked (see definition H1(3)) during the fortnight ending on the day of the holiday.

Leave on reduced pay: Payment at ordinary time rate is not to be made for a holiday that falls during a period of leave on reduced pay.

Fakaauelahi - Thank you.



Ida Talagi – Hekesi
CHAIRPERSON
NIUE PUBLIC SERVICE COMMISSION