

PUBLIC SERVICES (MANAGEMENT) ACT 1995**NOTICE OF REPRIMAND/CAUTION UNDER SECTION 51
OF THE PUBLIC SERVICES (MANAGEMENT) ACT****To:**

TAKE NOTICE that after consideration of the explanation furnished by you as to the offence alleged to have been committed by you, namely:

Facts:

I am of the opinion that the offence was committed by you, and by virtue of the powers vested in me by Section 51 (1) of the Public Services (Management) Act, I hereby reprimand/caution you.

AND TAKE FURTHER NOTICE that if this offence is repeated or continues, you may be charged with a serious disciplinary offence.

Dated this day of 20

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Departmental Head or
Officer authorised by the Departmental Head

DELIVERY OF NOTICE OF REPRIMAND/CAUTION

(Not applicable if Address, or Whereabouts, of Officer is Unknown)

I certify that I have served the above named officer with the notice indicated.

.....
Name

.....
Date

Witnessed.....