

PERSONNEL DEPARTMENT CIRCULAR MEMORANDUM NO. 1 OF 2026

FROM : Chief Personnel Officer

TO : Permanent Secretaries, Heads of Department,
Chief Administrator, Tobago House of Assembly
and Heads of Statutory Authorities subject to the
Statutory Authorities Act, Chapter 24:01

DATE : February 18, 2026

SUBJECT : *Revised remunerations for persons employed, on contract,
in the Legal stream in the Public Service*

I refer to Personnel Department Circular Memorandum No. 5 of 2014 dated July 14, 2014, subject '*Revised remuneration for persons employed, on contract, in the Legal stream in the Public Service*' in which provision was made for the revised salaries and Transport Allowance for persons employed, on contract, in the standardized legal stream, with effect from June 1, 2014, and the revised Transport Facility and Subsistence Allowance with effect from July 14, 2014.

2. I am to advise that Cabinet has agreed that with effect from **February 1, 2026**, the salaries applicable to persons employed, on contract, in the following standardized categories in the Legal stream outlined in my Circular Memorandum referred to above have been revised as set out in the Appendix hereto:-

Director Legal Services
Senior Legal Officer
Legal Officer II
Legal Officer I
Legal Research Officer
Paralegal

3. All other allowances and the Transport Facility as outlined in my Circular Memorandum dated July 14, 2014 for the standardized categories in the Legal stream remains unchanged.

4. Permanent Secretaries, Heads of Department, the Chief Administrator, Tobago House of Assembly and Heads of Statutory Authorities subject to the Statutory Authorities Act are requested to take action with respect to the implementation of the revised salaries. Care must be taken when administering the tiered salaries applicable to Legal Officers I. In this regard, the salary to be paid to an individual is to be based only on the experience which he/she possessed at the date on which

he/she was engaged in the specific category. **There should be no adjustment of an individual's salary to the higher tier where at the time of engagement, he/she possessed less than two (2) continuous years as a practicing Attorney-at-Law as specified in the Appendix.**

5. Kindly bring this Circular to the attention of all officers/employees who are involved in the administration of contract employment.



Chief Personnel Officer