

**KERAJAAN SERI PADUKA BAGINDA**

**MALAYSIA**

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**SERVICE CIRCULAR No. 13 OF 1974**

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**REVISION OF PERSONAL-TO-HOLDER SCALES AND  
PROVISION OF NEW PERSONAL-TO-HOLDER SCALES**

When the revision of salaries and conditions of service was implemented for Sabah and Sarawak vide Service Circulars No. 7 of 1971 and No. 9 of 1971 respectively, a number of personal-to-holder scales and clean wage scales were found to be inadequate to cover the maximum all-in salary of the old salary scales. It has accordingly been decided that these inadequate scales should now be made adequate with the addition of one increment at the maximum of the scales concerned. The new personal-to-holder scales are effective from 1st January, 1970.

**Inadequate Personal-to-Holder Scales**

2. The following inadequate personal-to-holder scales are now revised and the conversion tables are as set out in Appendix "A" and "B" attached to this Circular:

- (i) Service Circular No. 7 of 1971, Appendix "A"—  
Schedule Nos. 49, 57, 58, 59, 60, 83, 90 and 94.
- (ii) Service Circular No. 9 of 1971, Appendix "B"—  
Schedule Nos. 7, 17, 60, 91 and 94.

**New Personal-to-Holder Scales**

3. The clean wage scales as listed in the Schedules below are now provided with new personal to holder scales. The conversion tables for these scales are as set out in Appendix "C" attached to this Circular:

- Service Circular No. 9 of 1971—  
Schedule Nos. 37 and 96.

4. Employees who are eligible for emplacement on these new personal-to-holder scales are those who have opted for the new salaries and conditions of service under Service Circular No. 9 of 1971. New employees who are appointed direct to the clean wage shall remain on the existing clean wage scales.

**Incremental Date**

5. The incremental dates of the employees concerned will be adjusted according to the formulae as set out in Appendix "A2" of Service Circular No. 7 of 1971 and No. 9 of 1971.

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**JABATAN PERKHIDMATAN AWAM,**  
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*16th March, 1974.*