

To: Cabinet Secretary
Financial Secretary
All Permanent Secretaries/Director General (OPM)

Dear Colleagues

Re: Restructuring of the Public Sector

As you are aware, the Public Sector Transformation Unit located in the Annex adjoining Jamaica House, has been established to restructure the Public Sector. The Unit comprises a mixture of public and private sector experienced staff to include a Chief Executive Officer and six specialists covering the areas of Strategic Human Resource Management, Finance, Business Process Re-engineering, Organizational Management and Change Management and Project Management. Currently in place are:

- Mrs. Pat Sinclair McCalla - Chief Executive Officer
- Mr. Ward Mills – Strategic Human Resource Management
- Mr. Victor Brown – Business Process Re-engineering and Change Management
- Mrs. Charmaine Nelson – Project Management
- Mrs. Marie Wint McKenzie – Information Communications Technology/MIS

The Private Sector Organization of Jamaica is in the process of identifying someone in the area of financial management to be assigned and the Unit is pursuing the search for a Specialist in Organizational Management.

Restructuring the Public Sector will require a close working relationship with Permanent Secretaries to assist them in streamlining their respective Ministries, Departments and Agencies. To commence this process, we need you to provide us with some vital information contained in the template attached. Please complete and submit to the Unit by the **30th November 2009**.

As we embark on this challenging exercise, my colleagues and I look forward to working with you in executing the mandate articulated by the Prime Minister within the limited timeframe of eighteen months.

Thanking you for your cooperation and prompt response.

Pat Sinclair McCalla
Chief Executive Officer
Public Sector Transformation Unit
November 18, 2009