



ST. CHRISTOPHER AND NEVIS

CHAPTER 22.12

TREASURY OFFICERS (APPOINTMENT) ACT and Subsidiary Legislation

Revised Edition

showing the law as at 31 December 2002

This is a revised edition of the law, prepared by the Law Revision Commissioner under the authority of the Law Revision Act, No. 9 of 1986.

This edition contains a consolidation of the following laws—

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CHAPTER 22.12
TREASURY OFFICERS (APPOINTMENT) ACT

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CHAPTER 22.12
TREASURY OFFICERS (APPOINTMENT) ACT

AN ACT TO PROVIDE FOR THE APPOINTMENT OF THE TREASURY OFFICERS; AND TO PROVIDE FOR RELATED OR INCIDENTAL MATTERS.

Short title.

1. This Act may be cited as the Treasury Act.

Appointment of officers.

2. It shall be lawful for the Governor-General, acting on the recommendation of the Public Service Commission, to appoint an Accountant-General, and such other officers of the Treasury Department as may, from time to time, be necessary, who shall receive such salaries and allowances as may be approved of by, and voted by, the National Assembly.

Moneys to be paid to the Accountant-General for the public uses of the State.

3. All moneys payable to the Crown by virtue of any Act passed, or to be passed, the appropriation of which is not otherwise directed, shall be paid to the Accountant-General for the public uses of the State.

(Amended by Act 6 of 1976)

Functions.

4. The officers appointed under this Act shall be the Treasury Officers of the State.

Rules.

5. It shall be lawful for the Accountant-General to make rules for the government of the Treasury Department, and such rules after being approved by the Minister and published in the *Gazette* shall have the force of law.

(Amended by Act 6 of 1976)

SCHEDULE

(Section 5)

TREASURY RULES

Short Title.

1. These Rules may be cited as the Treasury Rules.

Hours of Attendance of Treasury Officers.

2. (1) The Treasury and the Revenue Offices in Nevis shall be kept open for the transaction of business with the public on every day of the year except Saturdays, Sundays and public holidays from the hour of nine o'clock in the morning until twelve o'clock noon and from one o'clock in the afternoon until two-thirty o'clock in the afternoon, and on Saturdays from the hour of nine o'clock in the morning until the hour of eleven o'clock in the morning.

(2) The several public officers attached to the Treasury and to the Revenue Offices in Nevis shall give attendance at their respective offices on every day of the year except Saturdays, Sundays and public holidays from the hour of eight-thirty o'clock in the morning until the hour of four o'clock in the afternoon, and they shall attend on Saturdays from the hour of eight-thirty o'clock in the morning until the hour of twelve o'clock noon:

Provided that it shall be lawful for the Ministry of Finance to extend the hours for the transaction of business at the Treasury and at Revenue Offices in Nevis and for the attendance of the Public Officers attached to any or all of those offices.

(3) Every officer attached to the Treasury or to the Revenue Offices in Nevis shall be entitled to absent himself or herself from his or her office on every day on which his or her attendance is required, except on Saturdays, for a period of not more than one hour as a luncheon interval, such period to be fixed in each case by the Accountant-General.

After Hours Attendance.

3. The Accountant-General may require the attendance of any officer before or after the usual office hours, and he or she may further require any officer to render such assistance as may be necessary to prevent the work of the Department from falling into arrear.

Control of Department.

4. The Accountant-General shall be the head of the Department and shall be responsible to the Minister of Finance for the efficient performance of the duties of the respective officers.

Out Stations.

5. The Accountant General shall, as often as necessary, visit the Revenue Offices in Nevis.

Control in Absence of Accountant-General.

6. In the event of illness or absence from the office by the Accountant-General, the control of the Department shall devolve upon the officer next in seniority unless

the Governor-General, acting upon the recommendation of the Public Service Commission, shall otherwise direct.

Signing of Cheques.

7. Cheques drawn against the Consolidated Fund of the State shall be signed by such officers as shall be designated for that purpose by the Accountant-General.

Accountant.

8. The officer performing the duties of Accountant shall be responsible for the supervision of all entries in all books of account and for the accuracy for all returns required by the Financial Instructions or by any law.

Cashiers.

9. The officers performing the duties of Cashier shall receive all moneys paid into the Treasury or at the Revenue Offices in Nevis and disburse from cash all claims which are not payable by cheque, and they shall also receive all moneys and disburse all cash claims pertaining to the Savings Bank.

Savings Bank.

10. The officer performing the duties of Accountant of the Savings Bank shall keep the Savings Bank ledger and prepare the quarterly balance sheet and other returns.
