

P/14.  
(G.O. 171)

**ST CHRISTOPHER AND NEVIS  
INCREMENT CERTIFICATE**

*(To be submitted in duplicate)*

Name of Officer .....  
Post or Class ..... Department .....  
Date of appointment to present post or class .....  
Salary scale \$ .....  
Present Salary \$ ..... Increment due on ..... 20.....

**1. To Permanent Secretary**

.....

I certify that the above-named officer has discharged his/her duties with efficiency, diligence and fidelity, and I recommend that the increment be approved.

.....  
**Head of Department**

**2. Permanent Secretary,  
Establishments**

**Increment recommended/not recommended/approved/not approved.**

.....  
**Permanent Secretary/H. O. D.**

**3. Examined.**

..... 20.....

**4. Approved.**

..... 20.....

**Permanent Secretary,  
Establishments**

**5. To Head of Department**

To note and attach to the first salary voucher on which the increment is claimed.

..... 20.....

**for Permanent Secretary,  
Establishments**

**N.B.— When an Officer is on a salary scale in which an efficiency bar occurs, he will not be permitted to receive increments beyond the efficiency bar until he obtains a certificate on Form P/15.**