

# CHAPTER 1

## INTRODUCTION

### VALIDITY OF GENERAL ORDERS

- 1.1 In accordance with general order 2 of the 1986 General Orders the following orders have been issued by the Governor and replace all previous general orders.
- 1.2 These general orders shall bear the serial number 1 of 2004, shall be titled General Orders 2004 and shall become effective as of 1<sup>st</sup> January 2004.
- 1.3 The conditions of service for Public Officers, instructions for the conduct of such officers and of public business and in regard to other miscellaneous matters are embodied in this code of regulations, which are known as General Orders. These orders are intended to be read in conjunction with Colonial Regulations, which are not repeated in the General Orders unless administratively convenient; and also in conjunction with the Public Service Commission Act and Regulations and the Constitution.
- 1.4 General Orders are orders of the Governor and authority for their interpretation is vested in the office of Governor. The Deputy Governor will be responsible to the Governor for the management of the Public Service and for ensuring the smooth and efficient conduct of Government business as a whole.
- 1.5 General Orders are applicable to all monthly paid Public Officers, (excluding casual employees), except insofar as the contrary intention appears in the General Orders, or alternative provision is made for the officer in any Act of Parliament, existing law, Act of Anguilla, or in a regulation, by-law or order made under such Act or existing law of Anguilla.
- 1.6.1 Non-compliance with or disobedience of a General Order may form the basis of a disciplinary charge.

- 1.7 General Orders may be supplemented or amended as directed by the Governor from time to time. Such additions and amendments have equal validity with, and are issued under the same conditions as, General Orders.

### **USE AND AVAILABILITY OF GENERAL ORDERS**

- 1.8 It is the duty of all officers to be thoroughly acquainted with General Orders and the contents of all amendments and additions to them.
- 1.9 All officers are required to acquaint themselves with all Government notifications and orders, whether published in the Gazette or conveyed by circular or other means, and Heads of Department are responsible for the necessary circulation of such publications within their Departments.
- 1.10 General Orders, Colonial Regulations and Public Service Commission Act and Regulations and the Constitution should be readily available in every Government Department for consultation by all officers and it is the duty of Heads of Department to ensure that all officers in their departments have access to a copy. These instruments can also be accessed on the Government of Anguilla's website: <http://www.gov.ai>.

### **AMENDMENTS**

- 1.11 Heads of Department are responsible for ensuring that amendments and additions to General Orders are included in all department copies as soon as they are received.