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G.N. No 712 / 2016

**ASSISTANT MINISTERS REGULATIONS 2016**

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**SL No. [20] of 2016**

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Cabinet makes the following Regulations under section 11 of the *Assistant Ministers Act 2016*:

**1. Citation**

These Regulations may be cited as the *Assistant Ministers Regulations 2016*.

**2. Commencement**

These Regulations commence on the day they are notified in the Gazette.

**3. Responsibilities of Assistant Ministers**

An Assistant Minister is responsible for:

- (a) supporting his or her respective Minister in the exercise of his or her Ministerial functions;
- (b) providing sound, professional, and non partisan advice to his or her Minister concerning the formulation, development and implementation of Government policies;
- (c) providing the President and the Cabinet and its committees with information, studies and advice on matters relevant to his or her respective portfolios;
- (d) researching issues and preparing policy papers of relevance to his or her respective portfolio;
- (e) attending meetings, consultations and conferences on behalf of his or her Minister and providing updates and reports related to the meetings and conferences he or she attends; and
- (f) organising inter-Ministerial consultations on any issue likely to affect the general responsibilities of the other Ministers.

**4. Limitations of functions of Assistant Minister**

An Assistant Minister does not:

- (a) have decision making authority;
- (b) perform any duties in Parliament on behalf of his or her Minister inclusive of answering questions;
- (c) issue Ministerial statements;
- (d) table and introduce legislation;
- (e) recruit employees for the purpose of employment into the public service or State Owned Enterprises;
- (f) have the authority to direct the Chief Secretary or Heads of Departments, Chief Executive Officers or Chairpersons of any Board of State Owned Enterprises to either develop or implement policies; and
- (g) exercise any operational, management or administrative functions in a Department or a State Owned Enterprise.

G.N. No. 712 / 2016 (CONT'D)

**5. Reporting lines**

- (1) An Assistant Minister must report directly and be accountable to his or her Minister.
  - (2) An Assistant Minister may be provided updates by the Chief Secretary, Heads of Departments or Chairpersons of State Owned Enterprises with the prior approval of the responsible Minister.
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