

PROPOSED AMENDMENT TO THE PSC Civil Service Regulations 2015

Ref:	Amendment PSC CS 15 – 172
Re:	Sickness absence self-certification (backdated)
Proposal:	Amendment to reflect the 14 day period self-certification for sickness absence, in line with the Incapacity Benefit requirements for Social Security.
Existing Regulation:	<p>Section E – Sick Pay Schemes</p> <p>...</p> <p>E3 – Certification of Absence (up to 7 days)</p> <p>All civil servants who have been sent through illness for up to 7 days should, on their return to duty, complete a sickness absence form (Provided at Annex E 1 or online via PiP)</p> <p>E4 – Certification of Absence (8 days or more)</p> <p>For absences of eight calendar days or more, in addition to completing a sickness absence form, the civil servant must also provide a doctor’s medical certificate to their line manager (or delegate).</p> <p>Original doctor’s medical certificates should be returned to the member of staff once a manager has taken a copy for their file.</p> <p>...</p>
Proposed Amendment:	<p>Section E – Sick Pay Schemes</p> <p>...</p> <p>E3 – Certification of Absence (up to 14 days)</p> <p>All civil servants who have been sent through illness for up to 14 days should, on their return to duty, complete a sickness absence form (Provided at Annex E 1 or online via PiP)</p> <p>E4 – Certification of Absence (15 days or more)</p> <p>For absences of 15 calendar days or more, in addition to completing a sickness absence form, the civil servant must also provide a doctor’s medical certificate to their line manager (or delegate).</p> <p>Original doctor’s medical certificates should be returned to the member of staff once a manager has taken a copy for their file.</p> <p>...</p>

Agreed and authorised by:

Signed on behalf of Prospect

M.C. Harvey

Date: *29-3-2023*

Signed on behalf of Unite the Union

D. Hudson

Date: *29/3/23*

Signed on behalf of the Commission

T. Broderick

Date: *29/3/2023*

For Office of Human Resources Use Only

Instruction for implementation:

Passed to *M. Cover*

By *R. Hussey*

Date *31/03/2023*

An IOM Government All Staff Notice prior to implementation is*/is not* required (*please delete as appropriate)

via internal mail

Signed *[Signature]*
Head of Industrial Relations and Policy Section

Date Regs updated:

Website *✓*

Date *03/04/23*

Previous Civil Service Regulation amendment reference (if any) :	<i>N/A</i>
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Notes/Special Instructions:
E.g. Communication to Pay Sections required