

ANTIGUA AND BARBUDA

STATUTORY INSTRUMENTS

1998, No. 19

The Defence (Rates of Pay and Allowances) Regulations, made by the Governor-General under section 160 of the Defence Act Cap 132 after consultation with the National Security Council.

1. These Regulations may be cited as the Defence (Rates of Pay and Allowances) Regulations, 1998. Short title

2. In these Regulations Interpretation
 - “Child” in relation to a member of the Force includes the offspring’s, step-child or adopted child who has not attained the age of sixteen years;
 - “Force” means the Antigua and Barbuda Defence Force
 - “Military qualifications” mean any qualifications of a military nature that is prescribed in orders of a Commanding Officer;
 - “reckonable service” means continuous paid colour service in the Force after attaining the age of eighteen years;
 - “tradesman” means another rank that is employed in any trade that is prescribed in orders of a Commanding Officer.

3. Rates of pay
 - (a) The rates of pay for officers and other ranks are as set out in Part 1 of the Schedule.
 - (b) Any member of the Volunteer Element or the Reserve who completes a period of eight hours duty in any one period of twenty-four hours is entitled to the daily rate of pay specified for a member of the Regular Force of the same rank.

4. Training allowances
 - (a) Any member of the Volunteer Element or Reserve who completes a period of at least three hours duty but less

is entitled to the amount set out in column (A) of Part II of the schedule.

(b) Any member of the Volunteer Element or the Reserve who completes a period of less than three hours duty in any one period of twenty four hours is entitled to the amount set out in column (B) of Part II of the schedule.

Pay and allowances of rank

5. A member of the Force who holds an acting rank, is entitled to receive the same pay at acting the minimum rate or at the appropriate point in the scale, and allowances, as prescribed for the holder of the substantive rank.

Rent-Free Accommodation

6. A rent-free official residence shall be provided for the Commander of the Antigua and Barbuda Defence Force.

Rent Allowances

7. (a) Rent allowance is only applicable to personnel who qualify as mentioned in sub paragraph (b) (c) and (d) and who hold the following appointments:-

- (i) Commander (if not provided with a rent free accommodation)
- (ii) Deputy Commander.
- (iii) Commanding Officers
- (iv) Force Sergeant Majors
- (v) Unit Sergeant Majors
- (vi) Any other senior appointment so determined by the Commander.

(b) An unaccommodated rent allowance at the rates set out in Part II of the Schedule shall be paid to a member of the Force who is married.

(c) An officer is entitled to an Unaccommodated rent allowance where he—

- (i) is maintaining his wife and his dependent children; and
- (ii) is not accommodated in quarters provided by the

- (d) An other rank is entitled to an unaccommodated rent allowance where he
- (i) is maintaining his wife and
 - (ii) is not accommodated in quarters provided by the Crown for married personnel.
- (e) An officer or another rank who is in receipt of such an allowance shall notify his Commanding Officer forthwith of any change in the circumstances of his family which affects his entitlement to the allowance.

8. Any member of the Force may be granted per day the amount set out in Part II of the schedule if he or she is permanently employed but is not provided with meals-

Ration Allowances

- (a) during a period of authorised leave;
- (b) during a period of duty overseas or duty locally out of barracks if, in the opinion of the Commander, it is not possible or practicable for meals to be provided under service arrangements.

9. Any member of the Volunteer Element may be granted the amount per annum to be known as "Efficiency Allowance" set out in Part II of the schedule, if he passes the efficiency tests and attends

Efficiency Allowances

- (a) all compulsory parades
- (b) two thirds of all parades, other than compulsory parades; and
- (c) annual camp or a full time course of instructions for at least ten consecutive days.

10. (a) Where an officer or an other rank is on duty, other than on operations or training, away from his place of duty, he is entitled to a daily subsistence allowance as set out in Part II of the Schedule.

Subsistence Allowances

- (b) Where an officer or other rank is on duty, other than on operations or training, away from his place of

expenses for meals, on producing to his Commanding Officer receipts for expenses.

(c) In addition to the amount which may be refunded under paragraph (b) an officer or other rank is entitled to out of pocket expenses per night at the rates set out in Paragraph (a) of Part II of the schedule.

(d) Where an Officer or other rank is on duty in a country other than Antigua and Barbuda including being on training in such a country, in addition to all expenses for accommodation and meals being defrayed he is entitled to daily subsistence allowance as set out in Para A of Part II of the schedule.

Pay and Allowances
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11. (1) A member of the Force who is in a country other than Antigua and Barbuda for the purpose of being attached to, serving with or attending a course with Forces of that other country, is entitled to the rate of pay he receives in his rank and according to his service in the Antigua Barbuda Defence Force, and to his other allowances as are being paid directly to the relevant authority in that country by the Government of Antigua and Barbuda.

(2) Notwithstanding paragraph (1) a member of the Force is entitled to the cost of transportation to and from the school or unit where he is attached, serving or attending a course, in accordance with the rules of the establishment to which he is attached or with which he is serving.

(3) Where a member of the Force is of the opinion that hardship is being experienced in obtaining accommodation and rations because of the existing rates, the member may apply to the Commander for a variation of the rates, and the Minister of Finance may vary the rates, after due consideration of the application.

Warm Clothing Al-
lowances

12. (a) This allowance is provided to enable an Officer or soldier proceeding on duty to a temperate climate to purchase the necessary additional uniform, and other clothing.

(b) It is payable to both officers and soldiers at the rates as set out in Part II of the Schedule to these regulations.

(c) In the case of officers attending a school, academy or similar institution (e.g Staff College) where a particular high stan-

submitted for special consideration to the Ministry of Defence. Each case may be assessed on its merits.

(d) In determining the period of the course or duty, calculations should be made from the date of arrival in the temperate climate, not earlier than three days prior to the actual date of the commencement of the course or duty up to the date immediately preceding departure from that country, provided that the departure date is the first available to the individual. Where, therefore, an individual delays his departure for private or other reasons, such period shall be discounted.

(e) Warm Clothing Allowance is not payable on more than one occasion in any three year period. Commencement date of such a period is that day upon which the entitlement is first established.

13. Hard-lying allowance is given to persons who experience **Hardlying** hardship or discomfort while performing their duties e.g. (Coast Guard personnel while at sea.) The hard lying allowance is only admissible under the following conditions:

(b) Sea Going Conditions

(1) Hard lying allowance will be paid under normal conditions to all officers and soldiers employed with the ABDF Coast Guard in respect of the discomfort attendant upon working, living and or sleeping on board ABDF vessels operating at sea.

(2) It is payable only for the actual days on which the officers and soldiers necessarily work, live and sleep on board the vessel and not during periods of leave or other occasions when living on shore.

(b) Other Conditions

(1) Hard lying will be paid to officers and soldiers employed in other units in respect of the discomfort attendant upon living and sleeping under substandard conditions for any continuous period in excess of (5) days.

(2) It is payable only for the actual days on which the officer necessarily lives under substandard conditions and not

(3) The rate is as set out in Part II of the schedule. The names of the officers and soldiers who are eligible for this allowance are to be submitted, monthly in arrears, along with the relevant dates to the commanding officer for publication in Part 2 orders.

Pay or holds an academic or professional qualification approved by the National Security Council, may in addition to his daily rate of pay, be granted daily, the amount appropriate to the proficiency grade he has attained at his trade or qualification as set out in Part II of the Schedule.

Duty Allowances

15. (a) Duty Allowance is granted to Officers and Warrant Officers who perform duty or perform specific staff duties as ordered by the Commander.

(b) An Officer or Warrant Officer is not entitled to the allowance of the specific duty performed.

(d) Duty allowance at the maximum rate of no more than 14 days pay is determined by the Commander.

Entertainment Allowance

16. (a) The Commander, Deputy Commander and the Commanding Officers in the Land Forces and of the Coast Guard are entitled to an entertainment allowance at the rate set out in Part II of the Schedule.

(b) Entertainment allowance whilst issued to an individual officer, is not a personal allowance and is issued solely in respect of the entertainment commitments attached to his appointment. It is to be used for the entertainment of officers under their command or casual visitors upon authorisation from the commander.

Chaplaincy Fees

17. The Chaplaincy Fees are as follows-

(a) a capitation fee as set out in Part II of the Schedule; and

(b) a commuted travelling allowance at the rate set out in Part II of the Schedule.

Allowances for Conferences or Meetings

18. An officer or other rank who proceeds to Conferences or a foreign country to attend conferences or meetings as an adviser to an official delegation is, in addition to the pay and allowances to which he is entitled under these regulations, entitled to receive the same rates of travelling and subsistence allowance approved for

19. Each member of a team representing the Defence Force at a sporting event abroad is entitled to accommodation and meals, where these are not provided by the host country. In addition to the pay and allowances provided under these regulations, each member is entitled to a further subsistence allowance at the rate set out in paragraph (A) of Part II of the Schedule.

Allowance at Sporting Events

20. Intelligence allowance is issued to Officers and soldiers on posting to the Intelligence unit. This allowance is only admissible to members who are deployed. This allowance is used to defray expenses related to feeding, transportation and other miscellaneous expenses.

Intelligence Allowance

21. Plain clothes allowance is admissible to officers and soldiers on posting to the ABDF Intelligence Unit. The rates are set out in Part II of the schedule.

Plain Clothes Allowance

22. (a) Command pay will be admissible to officers and of the ABDF Coast Guard who have passed their command certificate examination and have been appointed to command deep-sea-going ships.

Command Pay Soldiers

(b) Entitlement will be published in Force Orders.

23. Where an Officer or other rank is on duty in a country other than Antigua and Barbuda serving in a declared hostile environment or declared war zone, or conducting Peace Keeping or Peace making Operations, Observers under the auspices of the United Nations Organisation or other Military organisations in addition to all expenses and meals being defrayed, he is entitled to a daily subsistence allowance as set out in paragraph (c), and a Danger Pay allowance as set out in paragraph (d), of Part II of the schedule and may entail other allowances.

Military Operations Overseas

24. (1) An acting appointment is to be made only where there is a vacancy and the acting allowances payable are as follows—

Acting Allowances

(a) where the acting is in a vacancy, the minimum salary of the higher rank in which the person is acting shall be paid;

(b) where the acting appointment is of a temporary nature—

(i) if the officer is fully qualified to act in the higher

tions, the minimum salary of the higher rank in which the Officer is acting, shall be paid;

- (ii) if the officer is partly qualified to act in the higher rank, because of service or academic qualifications, seventy-five percent of the difference between the minimum salary of the higher rank, in which he is acting, and the officer's substantive salary shall be paid; or
- (iii) if the officer has neither the academic nor the service qualifications fifty-per cent of the difference between the minimum salary of the higher rank in which he is acting and the officer's substantive salary shall be paid.

(2) An acting allowance shall be paid for acting in the ranks of Warrant Officer II and above as follows—

- (a) Soldier duly appointed to act in an Appointment carrying the rank of Warrant Officer Class II and above shall, if required to act in such appointment for a continuous period in excess of 28 days be granted, in addition to his own substantive basic pay, an acting allowance at a rate equal to the differences between the soldier's own substantive basic pay and the minimum basic pay of the higher appointment, provided that every soldier on an acting appointment shall receive an acting allowance which is no less than the value of one increment of the higher office.
- (b) A soldier who is duly appointed to act in circumstances set out above shall, in the absence of any special arrangements, draw the allowances attached to higher office at the approved rate.
- (c) A soldier in receipt of an acting allowance while holding an acting appointment will continue to draw such allowance during period of sick or service leave not exceeding 28 days at any one time.
- (d) Notwithstanding any of the above mentioned regulations, if in the opinion of a Commanding Officer, a soldier who has been appointed to act in a post carrying a rank above his substantive rank is not suitably

then the Commanding Officer is to recommend, for the Commander's approval, whether or not the soldier receives an acting allowance at the above mentioned rate or at a lower rate.

25. An Officer exercising the powers of any of the appointments specified below are classified as "essential users." Telephones.

- a. Commander.
- b. Deputy Commander.
- c. Commanding Officers
- d. SO Operations & Training.
- e. SO Logistics.
- f. SO Intelligence.
- g. SO Administration.
- h. Any other appointment the Commander so determines.

An essential telephone user is not to be charged rental for their telephones. All overseas calls will be the responsibility of the user.

26. Where the rates of pay to which a member of the Force is entitled is to be computed on the basis of his length of service, his service in any other Force immediately proceeding service in the Force shall be taken into account in determining his rates of pay.

Paid Service in any other Force may be taken into account to Determine Rate of Pay

27. The entitlement of officers and other ranks to the allowances specified in these Regulations as well as the rate of these allowances shall be promulgated in Orders of the Defence Force.

Allowances Promulgated

28. Unless otherwise expressly stated in these regulations, these Regulations are deemed to have come into force from 1st

Commencement

SCHEDULE
PART 1
RATES OF PAY

Ranks	Class	(Non Tradesman)	Tradesman	Group A
		Group C	Group B	
Recruit		53.66		
Private	4	55.84		
<i>(Ordinary Seaman)</i>				
Private	3	57.52	57.90	58.54
<i>(Ordinary Seaman)</i>				60.75
Private	2	60.19	60.57	61.03
<i>(Ordinary Seaman)</i>				63.65
Private	1	61.80	62.05	62.95
<i>(Ordinary Seaman)</i>				65.54
Lance Corporal				
<i>(Ablebodied Seaman)</i>				
	3	64.47	65.22	66.47
	2	67.38	67.99	68.36
	1	69.60	68.94	69.38
				72.83
Corporal				
<i>(Leading Seaman)</i>				
	3	70.85	71.98	72.35
	2	72.79	72.89	73.75
	1	74.27	74.83	75.42
				78.05
Sergeant.				
<i>(Petty Officer)</i>				
	3	78.13	78.50	79.02
	2	79.03	80.92	81.45
	1	81.94	82.48	83.71
				85.94
				<i>(Artificer)</i>
				87.94
Staff Sergeant				
<i>(Chief Petty Officer)</i>				
	3	83.64	—	—
	2	86.06	—	—
	1	88.51	88.62	88.75
				88.51

Warrant Officer II*(Master Chief Petty Officer)*

3	93.81	—	—	95.34
2	95.56	—	—	98.76
1	98.33	99.23	100.37	101.33
			<i>(Artificer)</i>	103.33

Warrant Officer 1*(Master Chief Petty Officer Class 1)*

3	106.32	—	—	107.45
2	108.13	—	—	110.74
1	110.72	111.24	112.41	113.72
			<i>(Artificer)</i>	115.72

OFFICERS**Officer Cadet***(Second year)*76.13
78.24**Second Lieutenant****Acting Sub-Lieutenant**

85.23

Lt. on Appointment**Sub-Lieutenant****After 1 year Svc**

2	91.46
3	95.15
4	100.28
5	103.30
6	106.00
7	107.18
Max	108.91

Capt on Appointment**Lt (CG)****after 1 Year Svc**

2	113.44
3	115.53
4	116.66
5	117.79
6	120.05
7	122.31
8	123.91
9	125.42
Max	126.79

Major (Lt Cdr) if not Staff Qualified*On appointment***After 1 Year Svc**

2	133.31
3	134.47
4	135.32
5	136.22
6	138.49

5	142.75
6	144.29
Max	145.76
Lt. Colonel (Cdr)	156.01
<i>After two years in the rank</i>	160.54
<i>After four years in the rank</i>	165.36
<i>After six years in the rank</i>	169.27
Colonel	186.45
Officer appointed as Commander, ABDF	186.45

QUARTERMASTER CATEGORY

Lt./Sub-Lt.	116.66
<i>after one year service</i>	117.79
<i>after two years service</i>	120.05
<i>after three years service</i>	122.91
<i>after four years service</i>	123.91
<i>after five years service</i>	124.63
<i>after six years service</i>	125.42
Capt/Lt. on appointment	127.70
<i>after one year service</i>	128.87
<i>after two years service</i>	129.95
<i>after three years service</i>	132.21
<i>after four years service</i>	134.47
<i>after five years service</i>	136.22
<i>after six years service</i>	138.49
<i>max rate</i>	141.27

SCHEDULE

PART II

Allowances

Training Allowances

Officers	WOs. to	Cpls. &
	S/Sgts.	below
20.00	14.00	7.00

unaccommodated Rent Allowances

(a) Officers (Snr.) Maj. & above	1500.00 per month
(b) Officers (Jr.) Capt. & below	1200.00 per month
(c) S/Sgts.-WO's.	1000.00 per month

Ration Allowance

(a) Officers	20.00 per day
(b) other ranks	20.00 per day

Breakfast —	5.00
Lunch —	10.00
Dinner —	5.00

Efficiency Allowance

All ranks	125.00 per annum
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Warm Clothing Allowance

(a)	Offrs.	WOs to Sgts.	Cpls. & below
	400.00	400.00	400.00

Hard Lying Allowance

All	8.00 per day
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Entertainment Allowance

Commander	300.00 per month
Deputy Commander	250.00 per month
Commanding Officers	200.00 per month

Chaplaincy Fees

(a) Capitation fee	500.00 per month
(b) Commuted travelling allowances	100.00 per month

SUBSISTENCE ALLOWANCE

Snr. Offr.	Jnr. Offr.	WOs.	S/Sgts. to Stgs.	Cpls. & below	Remarks
a. 67.00	55.00	45.00	35.00	25.00	EC Currency
Within	The	Caribbean			
b. (i) 150.00 Outside	130.00 The	120.00 Caribbean	100.00 (except Europe)	100.00	EC. Currency
(ii) 100.00 Within	90.00 Europe and	80.00 The E.E.C	70.00	60.00	US Currency
(iii) 150.00	130.00	120.00	100.00	90.00	UK Pounds
c. 25.00	20.00	16.00	13.00	10.00	US
Danger pay					
d. US 5.00	5.00	5.00	5.00	5.00	US

PROFICIENCY GRADE PAY.

Qualification	Grade	Amount
Professionals (5 years experience or more)	A.	10.00 per day
Professionals (Engrs., Docs., Chaplains, Lawyers, Dentists, Physiotherapist etc).	B.	8.00 per day

TRADE CLASSIFICATION**Group A**

Class 1
Class 2
Class 3

Nurses
Pharmacists
Radio Technician
Avionics Technician
Dental Technician
Computer Programmer

Group B

Class 1
 Class 2
 Class 3

Medics
 Mechanics
 Divers
 Dental Assistance
 Nurses Assistance
 Computer operator etc.

Group C

Class 1
 Class 2
 Class 3

Mason
 Painters
 Carpenters
 Plumbers
 Electricians

Proficiency pay is only admissible for one trade or professional qualification whichever is the higher.

Intelligence Allowance.

400.00 per month

Plain Clothes Allowance.

100.00 per month

Command pay

100.00 per month

Made this 17th day of June, 1998.

Joseph A. Myers,
Governor-General's Deputy for.

James B. Carlisle,
Governor-General.

