



IIUM/202/4/1

10th July 2023

All Deans / Directors
Kulliyahs / Divisions / Centres / Institutes / Offices / Mahallahs
International Islamic University Malaysia

Dear YBhg. Dato'/Prof./Dr./Sir/Madam,

Assalamualaikum wa rahmatullahi wa barakatuh

STAFF SERVICE CIRCULAR NO. 12/2023

GRATUITY PAYMENT FOR NEWLY STAFF APPOINTED ON CONTRACT (WITH PERMANENT WARRANT) AND AFTER COMPULSORY RETIREMENT

1. OBJECTIVE

The objective of this circular is to inform all Deans/Directors of the Kulliyahs / Divisions / Centres / Institutes / Offices / Mahallahs on the gratuity payment to newly staff appointed on contract (with permanent warrant) and appointed after compulsory retirement.

2. BACKGROUND

2.1 A workshop on Financial Sustainability has been conducted on 15th February 2023 and 27th February 2023 for issues on gratuity payment to contract staff and it was agreed a proposal to be submitted to the University authority after the consideration of the current financial implication on gratuity payment which is on average amounted to RM1.057 million per year. This payment is solely using IIUM internal fund.

2.2 It was also highlighted that the 'Emolument Kakitangan Kontrak' from Ministry of Finance is only given for the salary of our international academic staff. This budget does not cover the gratuity payment as well as the salary of Malaysian contract staff.

3. DECISION

3.1 Taking into consideration on the current financial implication on gratuity payment, the Staff Service Committee (SSC) Meeting No. 1/2023 held on 28th March 2023 agreed no gratuity to be provided by the University to newly staff appointed on contract (with permanent warrant) and appointed after compulsory retirement.

3.2 The above decision including staff appointed on contract using Central or Trust Fund of KCDIOM.



3.3 The effective date of implementation is 1st April 2023.

All Deans/Directors are kindly required to disseminate this information to all relevant staff at the Kulliyah/Centre/Division/Institute/Offices/Mahallahs.

Thank you. Wassalam.

"Leading the Way"



FAZIDAH H.J. BAKHTIAR
Executive Director
Management Services Division

- c.c. : Rector
: Deputy Rector (Academic and Internationalisation)
: Deputy Rector (Responsible Research and Innovation)
: Deputy Rector (Student Development and Community Engagement)
: Executive Director (Finance Division)
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