



MINISTRY OF CIVIL SERVICE AND ADMINISTRATIVE REFORMS

Ministry of Civil Service and Administrative Reforms
Circular Letter No 76 of 2014
E/152/75/22/20 V4

12 November 2014

From : Senior Chief Executive, Ministry of Civil Service and Administrative Reforms

To : Supervising Officers in Charge of Ministries/Departments

Enhancement of Work Environment Programme (EWEP) 2014
Submission of project proposals

The "Guidelines on Enhancement of Work Environment Programme" (EWEP) was launched in May 2014. By way of Circular Letter No 40 of 2014, this Ministry invited Ministries/Departments to submit project proposals for consideration along criteria laid down in the Guidelines.

2. However, it is still noted that many of the projects submitted to this ministry for funding fall short of the specified criteria.

3. In this connection, the attention of Ministries/Departments is, *inter-alia*, drawn to the following:

- i. "Improvement of Counter/Customer Services" projects will not be considered under EWEP, such projects should be channeled to the Administrative Reforms Division of this Ministry for consideration;
- ii. Capital Projects such as infrastructural improvements will not be entertained under EWEP;
- iii. proposals for the purchase of office equipment such as chairs, tables and other office furniture will not be considered under EWEP. Ministries/Departments are requested to procure same as and when required under their own budget according to safety and health requirements; and

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iv. the EWEP will not cater for provision of storage facilities for unserviceable items. These items should be disposed of in line with established procedures.

4. Ministries/Departments are, therefore, requested to adhere to the new set of criteria for EWEP as laid down in the Guidelines. (A copy of the Guidelines can be viewed on this Ministry's website at: <http://civilservice.govmu.org>.)

5. It would be appreciated if the contents of this Circular Letter could be brought to the attention of all those concerned.


I.M. O'Neil (Mrs)
Ag. Senior Chief Executive



Copy to: Secretary to Cabinet and Head of the Civil Service