



**MINISTRY OF CIVIL SERVICE AND ADMINISTRATIVE REFORMS**

**MAURITIUS**

15 October 2015

**Ministry of Civil Service and Administrative Reforms**  
**Circular Letter No 33 of 2015**  
**E/75/48/02 V5**

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

**To : Supervising Officers in charge of Ministries/Departments**

**Ninth AAPAM Award for Innovative Management**

The African Association for Public Administration and Management (AAPAM) is inviting participation in its ninth continental-wide Innovative Management Award, which honours Public Sector institutions, organisations and Ministries/Departments which have made exceptional and long-standing contributions to the Public.

2. The Award promotes effective innovations that bring about improved performance in Public Sector organisations through the introduction of new ideas, operational and management methods.

3. The purpose and objectives of the Award are to:

- (i) recognise and publicise innovations in the Public Sector which are worthy of emulation;
- (ii) enhance the image of the public sector in Africa;
- (iii) promote innovation in the public sector by encouraging and recognizing organisations and people for creative and effective ways of solving specific problems of administration and management; and
- (iv) facilitate the transfer of innovation and best practices as a way of improving the quality of Public Administration and Management in Africa.

4. Award recipients will be selected by an independent jury composed of five prominent persons knowledgeable in the field of public sector management. Five finalists will be invited to appear before the Jury to present and defend their submissions. The best three entrants will receive the Gold, Silver and Bronze Awards in order of merit. The other two finalists may receive recognition trophies. The Awards will be attributed to the winners at the AAPAM Roundtable Conference which will be hosted by the Government of Zambia in Lusaka in February/March 2016.

.../2

5. Winners and leading entries will be extensively publicised, including by way of features in the AAPAM Newsletter. They will receive recognition, acknowledgement and prestige within both the African and worldwide public administration communities.
6. Submissions in either English or French should be made on the prescribed entry form and should not exceed 1,500 words. An executive summary of not more than 50 words should also be provided. The closing date for submission of entries is **30 November 2015**.
7. All public sector organisations, i.e Ministries/Departments including Sections/ Divisions/Units, Public Sector Institutions, Local Governments and Municipal Authorities and Institutions of Higher Learning are eligible to participate. Information regarding conditions, procedures and rules of the competition (*Annexure 1*), criteria for evaluation of submissions (*Annexure 2*) as well as information to be included in the Entry Form (*Annexure 3*) are also available on the website of this Ministry at: <http://www.civilservice.gov.mu>
8. Entries for the AAPAM Award for Innovative Management should be forwarded directly to AAPAM by e-mail at [aapam@aapam.org](mailto:aapam@aapam.org) with copy to this Ministry at [mcsa-arugovmu.org](mailto:mcsa-arugovmu.org) by the **closing date of 30 November 2015**.
9. It would be appreciated if the contents of this Circular Letter could be brought to the attention of all officers serving in your organisation as well as those of Parastatal and other Statutory Bodies operating under the aegis of your Ministry.



(P. Jhugroo)  
Senior Chief Executive

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

Encs.

# **AAPAM AWARD FOR INNOVATIVE MANAGEMENT**

## **CRITERIA FOR EVALUATION OF SUBMISSIONS**

## **ANNEXURE 2**

### **1. Innovativeness**

That the entry is genuinely innovative within the public sector; innovation being in the form of a successful experiment; the implementation of effective organizational change; the translation of new ideas into practice; or harnessing new technology. The project should thus not have been carried out anywhere in Africa

### **2. Relevance**

That the innovation has relevance with the main functions of the organization and spells out clearly the impetus for the change; purpose and objectives of the change; positive outlook for the future; potential implications for other organizations.

### **3. Significance**

That the benefits of the innovation, either actual or potential, are significant; significance can be local as well as national and should not be valued simply on the ground of size and scale of benefits.

### **4. Sustainability**

The innovation has been implemented for a considerable period of time, and has shown evidence of being institutionalized and self-sustaining with local resources.

### **5. Replication**

The innovation has the potential of universal appeal, replication and transfer. Whether the innovation contains elements that can be adopted elsewhere to solve more or less similar problems in more or less similar organizations and country setups.

AFRICAN ASSOCIATION FOR  
PUBLIC ADMINISTRATION  
AND MANAGEMENT  
(AAPAM)



ASSOCIATION AFRICAINE F  
L'ADMINISTRATION PUBLI  
ET LE MANAGEN  
(AA

Entry Form

ANNEXURE 3

**AAPAM AWARD FOR INNOVATIVE MANAGEMENT COMPETITION**

**1. Name of the Organization:**

**2. Address of the Organization**

**3. Country:**

**4. Section/ division making the submission**

**5. Name of Project**

--

**6. Contact persons**

Salutation	<input type="checkbox"/> Mr.	<input type="checkbox"/> Mrs.	<input type="checkbox"/> Ms.	<input type="checkbox"/> Dr.	<input type="checkbox"/> Professor	
First Name:				Last Name:		
Job Title:						
Department:						
Organization:						
Mailing Address:						
Work Phone:				Mobile:		
Email:						

Salutation	<input type="checkbox"/> Mr.	<input type="checkbox"/> Mrs.	<input type="checkbox"/> Ms.	<input type="checkbox"/> Dr.	<input type="checkbox"/> Professor	
First Name:				Last Name:		
Job Title:						
Department:						
Organization:						
Mailing Address:						
Work Phone:				Mobile:		
Email:						

**7. Number of employees in the organization, section or division.**

--

**8. Describe in not more than 1,500 words on an attached sheet the managerial innovation, its nature and effects and the date of introduction.**

ATTACH SEPARATE SHEET

**Submission should include the following:**

- (i) Impetus for the change
- (ii) Purpose and objectives of the change
- (iii) The innovation itself
- (iv) How it was done
- (v) Results achieved to-date
- (vi) Outlook for the future
- (vii) Potential implications for other organizations

**9. Executive Summary**

**10. Signature:**

**11. Date: D/M/Y**

**Please return this form to AAPAM by:**

Mail: The Secretary General  
African Association for Public Administration and Management (AAPAM)  
P O Box 48677, 00100 Nairobi, Kenya

Email: [aapam@aapam.org](mailto:aapam@aapam.org)

For assistance, please contact us by phone at +254 712 366 787 or +254 773 552 076 or  
+254 20 262 9650

For more information about the program, visit [www.aapam.org](http://www.aapam.org)