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Ministry of Civil Service Affairs and Administrative Reforms

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Circular Letter No. 39 of 2002
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FROM: Secretary for Public Service Affairs
TO: Supervising Officers i/c Ministries/Departments

ICT Training for Officers of the Personnel Cadre

As you are aware, it has been decided, under the E-Government project, to mount a training programme in ICT for all public officers who require training in IT/common applications of a personal computer.

2. In this connection, a training programme in ICT has been mounted for officers of the Personnel Cadre which comprises the following grades -

- Principal Personnel Officer
- Senior Personnel Officer
- Personnel Officer
- Establishment Officer

3. The training in ICT will be provided by NIIT at its Centres in Port Louis and Quatre Bornes and will be for a duration of 10 half-days. An option for morning or afternoon session has been given to the officers concerned and the first training session will begin on 15 October 2002.

3. Officers of the Personnel Cadre who have expressed the wish to follow the course will be informed by the end of this week of the dates and time of the training sessions they should attend.

4. It would be appreciated if officers of the Personnel Cadre posted to your Ministry/Department could be released to attend the course on production of the relevant time-table.

(D.P. Ruhee)

Secretary for Public Service Affairs