



Recd on 28/02/03
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**MINISTRY OF CIVIL SERVICE AFFAIRS
AND ADMINISTRATIVE REFORMS
MAURITIUS**

Ministry of Civil Service Affairs & Administrative Reforms
Circular Letter No.8 Of 2003
E/73/10/01/01V5

IMMEDIATE

27 February, 2003

From: Secretary for Public Service Affairs

To: Supervising Officers i/c Ministry/Department

Training at L'Ecole Nationale D'Administration, France

L'Ecole Nationale D'Administration (L'ENA) in Paris, France, will run the following courses in public Administration and Management in 2003/2004:

Cycle	Period	Applicants
1. "International Court"	9 months (from November 2003 to July 2004)	Public officers aged 30 and above but less than 45.
2. "Internationale d'Administration Publique"	6½ months (from January 2004 to mid- July 2004)	Public officers aged 25 and above but less than 45 who wish to upgrade their qualifications in the field of "Administration et Institutions"

2. The objectives of the courses are to provide high-level training in public management and also to provide opportunities to public administrators to enhance their knowledge and skills, to share experience with their counterparts from other countries and to expand their working capacity. The website address <http://www.ena.fr> may be consulted for further information.

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3. Applications are invited from Officers of the Administrative Cadre who satisfy the following criteria laid down by L'ENA:
- have a Master's or an equivalent degree proving that they have successfully completed at least four years of graduate studies or in certain cases that they have held a position of responsibility requiring an equivalent ability.
 - have at least 3 years' working experience
 - have a sound command of the French language (both spoken and written)
 - have a good knowledge of the cultural and political background of the French and European Institutions
4. In view of the deadline (6th March 2003) set by the French Authorities for the submission of nominations, eligible officers who are interested to follow the courses are invited to a "walk-in interview"/selection exercise which will be carried out in the conference room of this Ministry, 7th Floor, New Government Centre, Port Louis on Tuesday 04 March, 2003 from 13 00 to 1500 hrs.
5. The selected candidate will be required to enter into a bond in accordance with provisions laid down in the Personnel Management Manual.
6. I should be grateful if this circular could be brought to the notice of officers of the *Administrative Cadre* serving in your Ministry. Officers who are interested to follow the course are requested to fill in, in duplicate the enclosed application form. One copy should be channelled through you so as to reach this Ministry by Monday 3rd March 2003 at the latest. The second copy should be submitted directly to the following address:

*Secretary for Public Service Affairs,
Attn: Mr. A.K. Hoolass,
4th Floor, Atom House,
Royal Road,
Port Louis*

Tel: 208 7626

Fax: 208 7632



(D.P. Ruhee)

Secretary for Public Service Affairs

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