



MINISTRY OF CIVIL SERVICE AFFAIRS  
AND ADMINISTRATIVE REFORMS  
MAURITIUS

16 June 2005

Circular Letter No. 26 of 2005  
E/125/19/04/01

From : Senior Chief Executive, Ministry of Civil Service Affairs and Administrative Reform  
To : Supervising Officers in Charge of Ministries/Departments

Electronic Attendance System Phase II

Please refer to this Ministry's circular letter no. 53 of 2004 on the above-mentioned subject.

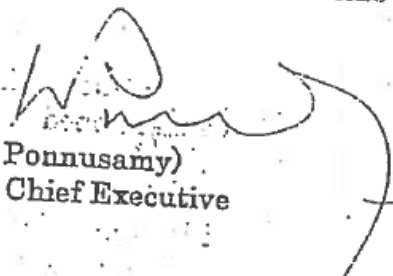
2. This Ministry is now embarking on the implementation of Phase II of the Electronic Attendance System (EAS) which will cover Ministries and Departments housed in centrally located buildings in Port Louis, the Ministry of Education and Scientific Research, IVTB House, Phoenix as well as some Departments in Rodrigues. A list of such buildings is put up at Annex. The system will gradually be extended to other Ministries and Departments.
3. This Ministry will meet the capital cost of the project and the recurrent cost of central servers and associated software. The recurrent costs for hardware, i.e. electronic time readers and other peripherals will have to be met by respective Ministries and Departments. The electronic time readers, proximity cards, one computer and printer will be made available to each site. The computer and the printer will have to be used exclusively for the EAS project. Ministries and Departments are requested to liaise directly with the Energy Services Division (ESD) to provide electronic power points for the equipment.

4. This Ministry has launched tenders through press notice and the closing date for submission of same has been fixed for 13 July 2005. A site visit meeting with all potential suppliers, will be held at the Ministry on Monday 20 June 2005 at 14 00 hrs. Potential suppliers will thereafter visit the different sites to gather additional information prior to submission of tenders, such as the identification of the location for the installation of the electronic time reader, the PC and printer.

5. It would be appreciated if the contact persons whose names are listed in the Annex, as well as the Data Base Administrator/Chief Information Officers, if any, posted to your organisation could assist the suppliers who would liaise directly with them for site visits.

6. You may wish to liaise with Mrs Y. Moorghen or Mrs D. Bootun, Administrative Reforms Unit on tel. nos. 201-1484 and 201-3508 for any additional information.

7. I rely on your collaboration for the successful implementation of this project.

  
(K. Ponnusamy)  
Senior Chief Executive

Copy to:

Secretary to Cabinet and Head of the Civil Service

**A. LIST OF BUILDINGS IN PORT LOUIS**

Address	Ministry/Department	Site Name	Floors	Expected no. of card readers	Contact Details
Air Mauritius Centre, John Kennedy st, Port Louis	Commerce & Cooperatives (Commerce Div.)	Head Office	Floor 8	1	Mrs. J. Boodhan Tel 210 3774/5/6 Fax 218 3874 <a href="mailto:mc.com@mtel.gov.mu">mc.com@mtel.gov.mu</a>
Air Mauritius Centre, John Kennedy st, Port Louis	Industry, Financial Services & Corporate Affairs	Head Office	Floor 5	-	Mrs. Y. Mamode Cassim Tel 210 7103 Fax 211 0855
			Floor 6	1	
			Floor 7	1	
Air Mauritius Centre, John Kennedy st, Port Louis	Information Technology & Telecommunications	Head Office	Floor 9	1	Mr. T. Dunpath Tel 210 0201 Fax 208 1409
Air Mauritius Centre, John Kennedy st, Port Louis	National Audit Office	Head Office	Floor 14	2	Mrs. S. Somanah Tel 212 2096/97 Fax 211 0880 <a href="mailto:nao@mtel.gov.mu">nao@mtel.gov.mu</a>
Air Mauritius Centre, John Kennedy st, Port Louis	Public Utilities	Head Office	Floor 10	1	Mrs. M. Shadu Tel 210 3880 Fax 208 6497 <a href="mailto:mpu@mtel.gov.mu">mpu@mtel.gov.mu</a>
Air Mauritius Centre, John Kennedy st, Port Louis	Training, Skills Development, Productivity & External Communications (External Comms Div.)	Head Office	Floor 5	1	Mrs. K. Doolhar Tel 201 1342 Fax 201 7708

Address	Ministry/Department	Site Name	Floors	Expected no. of card readers	Contact Details
Air Mauritius Centre, John Kennedy st, Port Louis	Tourism & Leisure	Head Office	Floor 12	1	Mr. R. Kurrimbux Tel 210 1857 Fax 208 6776
Baden Powell Building, Baden Powell st, Port Louis	Arts & Culture	Head Office	Floor 1	1	Office Supervisor Tel 211 2906
Bacha Bldg, Port Louis	Companies Division	Head Office	Floor 0	1	Mrs. D. Rajunah Tel 210 3134 Fax 208 7263
			Floor 1		
			Floor 2		
			Floor 3		
Bacha Bldg, Lislet Geoffroy st, Port Louis	Pay Research Bureau	Head Office	Floor 4	-	Mrs. L. Ramdasse (HEO) Tel 211 3045 Fax 208 7557 prb@mail.gov.mu
			Floor 5		
			Floor 6		
			Floor 7		
Baroda Bldg, Sir W. Newton st, Port Louis	Youth & Sports	Transport Section	Floor 8	1	Mr. Kotal Tel 208 8016 Fax 208 8657
			Floor 7	1	
Baroda Bldg, Sir W. Newton st, Port Louis	Ombudsman's Office	Head Office	Floor 4	1	Mr. M.A. Zedally Tel 208 4256 Fax 211 3125 omb@mail.gov.mu
Bahemia Bldg, Cr Sir V. Naz & Sir W. Newton st, Port Louis	Local Government & Solid Waste Management	Finance Section	Floor 3	3	Mr. B. Bissessar Tel 212 2415

Address	Ministry/Department	Site Name	Floors	Expected no. of card readers	Contact Details
Belmont House, Intendance st, Port Louis	Central Informatics Bureau	Head Office	Floor 2	1	Mr. S. Gobin Tel 201 2266 Fax 211 0064 cib@mail.gov.mu
Blendax House, Dumas st, Port Louis	Agriculture, F.T & N.R.	Head Office	Floor 4	1	Mrs. L. Surwooden
			Floor 5	1	
Crescent House, Cr Descharles & Faucault str, Port Louis	Labour, Industrial Relations & Employment	Registry of Associations	Floor 1	1	Mrs I. Sookun Mrs. H. Khodabocus Tel 213 3601/213 3610 Fax 211 0165/211 8943
			Floor 2		
			Floor 3		
Demmann Tower, Sir W. Newton st, Port Louis	Management Audit Bureau	Head Office	Floor 5	1	Mrs. S.Y. Ho Fong Tel 211 0332 Fax 211 0290 mab@mail.gov.mu
			Floor 6		
			Floor 7		
Emmanuel Anquetil Bldg, Port Louis	Youth & Sports	Head Office	Floor 3	2	Mrs. P. Gaya Tel 201 1641 Fax 201 2344 puga@mail.gov.mu
Emmanuel Anquetil Bldg, Port Louis	Civil Status Office	Head Office	Floor 7	1	Mrs. H. Dijore Tel 201 1727 Fax 211 2420 civstat@mail.gov.mu

Address	Ministry/Department	Site Name	Floors	Expected no. of card readers	Contact Details
Emmanuel Anquetil Bldg, Port Louis	Finance & Economic Development ( Economic Development Div.)	Head Office	Floor 9	2	Mrs. F. Busawon Tel 201 1371 Fax 212 4124 <a href="mailto:mscd@mail.gov.mu">mscd@mail.gov.mu</a>
Emmanuel Anquetil Bldg, Port Louis	Central Information Systems Division	Head Office	Floor 4	1	Miss N. Ruston Tel 201 1976 Fax 201 3562
Emmanuel Anquetil Bldg, Port Louis	Local Government & Solid Waste Management	Head Office	Floor 3	1	Mr. V. K. Bhoekharry Tel 201 1402 Fax 213 4097
			Floor 10	1	
Fon Sing Bldg, E. Cavell st, Port Louis	National Library	Head Office	Floor 2	1	Mr. Y. Chun Kam Lon Tel 210 7197 Fax 210 7173 <a href="mailto:natlib@antinet.mu">natlib@antinet.mu</a>
Jade House, 2 <sup>nd</sup> floor, Jaamiah Mosque st, Port Louis	Public Infrastructure & Land Transport Div. (Public Infrastructure Div.)	Finance Section	Floor 2	1	Mr. R. Ragoobarsingh Tel 216 8148 Fax 240 5504
Jin Bldg, Mgr Gonin st, Port Louis	Local Government & Solid Waste Management	Waste Carriers Unit	Floor 1	1	Mr. G. Gooly Tel 213 0988
Ken Lee Bldg, E. Cavell st, Port Louis	Housing & Lands	Morcellament Unit	Floor 5	1	Mrs. K. Gannadry Tel 210 2463
Ken Lee Tower, Line Barracks st, Port Louis	Industry, Financial Services & Corporate Affairs	Assay Office	Floor 11	-	Mr. R. Gopaul Tel 211 0016 Fax 211 0615
			Floor 12	1	

Address	Ministry/Department	Site Name	Floors	Expected no. of card readers	Contact Details					
Ken Lee Tower, Line Barracks st, Port Louis	Environment & NDU (Environment Div.)	Head Office	Floor 0	2	Mr. V. Vythingum Tel 210 7256					
			Floor 2							
			Floor 3							
			Floor 4							
			Floor 5							
			Floor 6							
			Floor 8							
			Floor 9							
			Floor 10							
			Floor 12							
			Floor 13							
			LICI Centre, John Kennedy st, Port Louis			Central Statistics Office	Head Office	Floor 0	1	Mr. C. Lacroche Tel 212 2316 Fax 211 4150 csa@mail.gov.mu
								Floor 1		
Floor 2										
Floor 3										
LICI Centre, John Kennedy st, Port Louis	Fisheries	Head Office	Floor 0	1	Mr. S. Lachman Tel 211 2451 Fax 208 1929					
			Floor 4							
LICI Centre, John Kennedy st, Port Louis	Commerce & Cooperatives (Cooperatives Div.)	Head Office	Floor 2	1	Mrs. M. Sudoollah Tel 211 8630 Fax 208 9263					
			Floor 3							
			Floor 5							

Address	Ministry/Department	Site Name	Floors	Expected no. of card readers	Contact Details
Max City Bldg, Cr Louis Pasteur & Remy Ollier st, Port Louis	Electoral Commissioner's Office	Head Office	Floor 3	1	Mr. M.A. Daboo Tel 241 7000
			Floor 4	1	
			Floor 5		
			Floor 9		
Moorgate House, Port Louis	Foreign Affairs, International Trade & R.C. (International Trade Div.)	Industrial Property Office/Finance Section	Floor 7	1	Mrs. S. Ramsaha Tel 208 1680 Fax 210 8145 <a href="mailto:msr@minintrel.mu">msr@minintrel.mu</a>
Moorgate House, Sir W. Newton st, Port Louis	Housing & Lands	Minister's Office & Administration	Floor 2		Mrs Mohideon Tel 211 0127
			Floor 3	1	
Moorgate House, Sir W. Newton st, Port Louis	Public Infrastructure & Land Transport Div. (Public Infrastructure Div.)	Head Office	Floor 4	1	Mr. B. Ittoo Tel 208 0281 Fax 210 7288
			Floor 8	1	
			Floor 9 & 10		
Rainbow House, E. Cavell st, Port Louis	Housing & Lands	Land & Information System & Cartographic Sections	Floor 5	1	Mr. F. Nalhire Tel 211 8157 Fax 211 6080
New Court House, Jules Koenig st, Port Louis	Judicial	Head Office	Floor 0 Floor 1 Floor 2 Floor 3 Floor 4 Floor 5	2	Mr. P. Veeraragoo Tel 213 0233 Fax 213 0370 <a href="mailto:pveeraragoo@mail.gov.mu">pveeraragoo@mail.gov.mu</a>



Address	Ministry/Department	Site Name	Floors	Expected no. of card readers	Contact Details
Renganaden Seenevassen Bldg, Cnr Maillard & Pope Hennessy st, Port Louis	Social Security, National Solidarity, Senior Citizen Welfare & R.I	Head Office	Floor 0	} 1	Mr. R. Coochanah Tel 212 2795 Fax 212 8190
			Floor 1		
			Floor 2		
			Floor 10	} 1	
			Floor 11		
			Floor 12		
Floor 13					
Renganaden Seenevassen Bldg, Cnr Maillard & Pope Hennessy st, Port Louis	Training, Skills Development & Productivity Div.	Head Office	Floor 6	1	Mrs. P. Sohan Tel 208 7481 Fax 210 1519 hrd@mail.gov.mu
Renganaden Seenevassen Bldg, Cnr Maillard & Pope Hennessy st, Port Louis	Youth & Sports	Sub-office	Floor 9	1	Ms. P. Rambaksh Tel 467 6231 Fax 465 3291
Renganaden Seenevassen Bldg, Cnr Maillard & Pope Hennessy st, Port Louis	Agriculture, F.T & N.R	Head Office	Floor 8	1	Mr. J.C. Labonne Tel 212 7933 Fax 212 4427
			Floor 9	1	
Renganaden Seenevassen Bldg, Cnr Maillard & Pope Hennessy st, Port Louis	Attorney General's Office & Min. of Justice & Human Rights	Head Office	Floor 2	} 2	Mrs. V. Goburdhone Tel 212 0544 Fax 212 6742 susc@mail.gov.mu
			Floor 3		
			Floor 4		
			Floor 5		

Address	Ministry/Department	Site Name	Floors	Expected no. of card readers	Contact Details
Renganaden Seeneevassen Bldg, Cnr Maillard & Pope Hennesy st, Port Louis	Arts & Culture	Head Office	Floor 1	1	Mrs. R. Faibel Tel 213 -461 Fax 213 1758
			Floor 7	1	Mrs. N. Ranchurn Tel 208 7996 Fax 211 3196
Sterling House, Lislet Geoffroy st, Port Louis	Social Security, National Solidarity, Senior Citizen Welfare & R.I	Social Welfare Division & National Solidarity Fund	Floor 12	1	Mr. N. Hesany Te 210 2813 Fax 210 -107
Sterling House, Lislet Geoffroy st, Port Louis	Agriculture, F.T & N.R		Floor 1	1	Mr. H. Denxanode Tel 208 2026 Fax 211 1191
Sterling House, Lislet Geoffroy st, Port Louis	Environment & National Development Unit (NDU)	Head Office	Floor 3	-	Mr. F.K. Yaroo Tel 210 2666 Fax 210 3246 <a href="mailto:fyaroo@mail.gov.mu">fyaroo@mail.gov.mu</a>
			Floor 4	-	
			Floor 7	1	
			Floor 12	1	
			Floor 13	-	
Sterling House, Lislet Geoffroy st, Port Louis	Training, Skills Development & Productivity	Finance Section	Floor 3	1	Mrs. P. Sohum Tel 208 7481 Fax 210 1519 <a href="mailto:hrd@mail.gov.mu">hrd@mail.gov.mu</a>
SILWF Bldg, Edith Cavell st, Port Louis	Housing & Lands	Head Office	Floor 0 Left wing		Senior Personnel Officer Tel 212 9091 Fax 212 9369
			Floor 1		
			Floor 2		

Address	Ministry/Department	Site Name	Floors	Expected no. of card readers	Contact Details
			Floor 3		
			Floor 4		
			Floor 5		
			Floor 6		
			Right wing Floor 2	2	
			New Wing Floor 4		
Supreme Court, Jules Koenig st, Port Louis	Judicial	Head Office	Floor 0	2	Mr. P. Veeraragoo Tel 213 0233 Fax 213 0370 pveeraragoo@mail.gov.mu
			Floor 1		
Unicorn Bldg, Royal st, Port Louis	Management Audit Bureau		Floor 5	1	Mrs. S.Y. Ho Fong Tel 211 0332 Fax 211 0290 mhfo@mail.gov.mu
Victoria House, Cr St Louis & Barracks str, Port Louis	Labour, Industrial Relations & Employment	Head Office	Floor 1		Mrs. S. Doorgakant Tel 207 2605 Fax 211 4307 sdoorgakant@mail.gov.mu
			Floor 2		
			Floor 3		
			Floor 4	1	
			Floor 5		
			Floor 6		
			Floor 7		
			Floor 8		
			Floor 9	1	

Address	Ministry/Department	Site Name	Floors	Expected no. of card readers	Contact Details
Education Zone 1, Edith Cavell st, Port Louis	Education & S.R.		Floor 0	1	Mrs. L. Pyneandee Tel 210 8443 Fax 213 0323
Stores Section, Dauphine st, Port Louis			Floor 1		
Dr. O. Beaugard Education Centre, Edith Cavell st, Port Louis			Floor 0	1	
MSI Bldg, Cassis	National Transport Authority	Head Office	Floor 0 & 1	1	Mr. S. Moonesingmy Tel 212 1110
			Floor 0	2	
TOTAL			Floor 1	1	
				77	

Total number of card readers for Port Louis: 77B. IVTB House, Phoenix

Ministry/Department	Site Name	Address	Floors	Expected no. of card readers	Contact Details
Education & S.R.	Head Office	IVTB House, Port Fer, Phoenix	Floor 1	1	Mrs. N. Ramsawmy Tel 601 5291
			Floor 2	2	
			Floor 3	2	
TOTAL				5	

Total number of card readers for IVTB house, Phoenix: 5

**C. Central Administration, Rodrigues**

Ministry/Department	Site Name	Address	Floors	No. of officers	Expected no. of card readers	Contact Details
Central Administration Bldg	Chief Commissioner's Office	Central Administration Bldg, Port Mathurin	Floor 0	94	1	Mr. M. Charial Gaspard/ Miss S. Chong Tel 831 2059
			Floor 1		1	
Commission for Public Infrastructure	Head Office	Bay Lascar, Rodrigues	Floor 0	185	1	Mrs. M. Osman Dina Tel 831 0872
			Floor 1		1	
Mechanical Workshop	Head Office	Gervais Marcure st, Port Mathurin	Floor 0	80	1	Mr. J. Ramchurn Tel 831 1595
Human Resource Centre Bldg	Commission for Education	Human Resource Centre Bldg, Malabar	Floor 0	38-40	1	Mr. J. Hauroo Tel 831 5630
			Floor 1			
Total				397-399	6	

Total number of card readers for Central Administration, Rodrigues: 6

OVERALL NUMBER OF CARD READERS: 88