



Ministry of Civil Service and Administrative Reforms

07 October, 2005

Ministry of Civil Service and Administrative Reforms
Circular Letter No.43 of 2005
E/445/2/01 V10

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

To: Supervising Officers i/c of Ministries/Departments

General Staff List - 2005

Further to this Ministry Circular Letter dated 24 September 2004 and in light of the recent changes at the level of certain Ministries, you are requested to submit, along the line of the attached proforma (Ms Excel), the amended staff list as at 30 September 2005 in respect of your officers as well as for officers belonging to the General Services posted in your Ministry/Department. The staff list should comprise officers drawing basic salary in the scale the initial of which should not be less than Rs 13,000 per month.

2. As regards information relating to qualifications, please note that only the highest relevant academic/professional qualifications held by each officer should be indicated in the last column relating to 'remarks'.
3. Please ensure that the amended staff list, together with a copy thereof in a diskette, is submitted to this Ministry at latest by Monday 31 October 2005.


(P. Jhugroo)
Supervising Officer

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

MINISTRY:

COURSE TITLE	DURATION	GRADE/CADRE	NO. OF OFFICERS attended the Course

.....

