



Ministry of Civil Service and Administrative Reforms

40

18 October 2006

Ministry of Civil Service and Administrative Reforms  
Circular Letter No.40 of 2006  
E/153/1/15

From: Supervising Officer, Ministry of Civil Service and Administrative Reforms

To: Supervising Officers i/c of Ministries/Departments

Civil Service Family Protection Scheme

As you may be aware, the Civil Service Family Protection Scheme Board maintains a database of all public officers who contribute to the Scheme. Upon the death of a contributor, a pension is payable to the surviving spouse and his/her minor children. At present a new record is created in respect of an officer as soon as he/she starts contributing to the Scheme.

2. A recommendation has been made by the National Audit Office to the effect that a new record should be created, on receipt by the Civil Service Family Protection Scheme Board, of a copy of the letter of appointment issued by the Ministries/Departments concerned.

3. To enable the Board to comply with the above recommendation, the NID numbers of all new staff being recruited should be included in the copy of the offer of appointment to be forwarded to the Board.

4. It would be appreciated if all officers concerned could ensure that the required information is submitted to the Board.

  
(P. Jhugroo)  
Supervising Officer

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