



MINISTRY OF CIVIL SERVICE AND ADMINISTRATIVE REFORMS
MAURITIUS

28 September 2007

Circular Letter No. 38 of 2007
E/235/10/01 V12

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

To: Supervising Officers i/c of Ministries/Departments

Uniforms Allowances for Financial Year 2007/2008

The cash allowances to be paid to officers eligible for uniforms (excluding cardigan) for financial year 2007/2008 have been approved as follows:-

SN	Category	Amount (Rs) (excluding Cardigan)
(i)	<u>Category I</u> A uniforms allowance paid to eligible officers whose nature of duties warrants a means of identification/authority	2,790
(ii)	<u>Category II</u> A uniforms allowance paid to eligible officers whose nature of duties requires them to wear uniform as and when the need arises	2,580
(iii)	<u>Category III</u> A rapid wear and tear allowance paid to eligible officers whose nature of duties causes excessive wear and tear of clothing	2,480

2. It would be appreciated if you could take appropriate action accordingly and ensure that for Category I all eligible officers wear their uniforms while on duty and for Category II the eligible officers do so whenever required. In that respect, an undertaking as per proforma at **Annex** should be signed by eligible officers prior to the payment of the cash allowance to them.

3. As regards protective clothing/equipment, these should continue to be issued, wherever applicable. However, it should be ascertained that officers who are provided with protective clothing/equipment to make use of same in the performance of their duties. The attention of the officers should be drawn on the need to wear the protective clothing/equipment provided to them, and that cases of non compliance may be liable to disciplinary action.

4. Please note that any additional expenditure involved in the payment of the above allowances should be contained within the allocated ceiling of your Ministry/Department for financial year 2007/2008.


(F. Jhugroo)
Supervising Officer

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

Annex to Ministry of Civil Service and Administrative Reforms
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Category I/Category II*

I,

holding the post of

in the Ministry/Department

hereby request for the payment of an amount of Rs 2790/ Rs 2580* as uniforms allowance for financial year 2007/2008 for the purchase of all items of uniforms and for tailoring fees for the making of my uniforms in accordance with the approved patterns, colour and materials.

2. I undertake to wear the uniforms while on duty/whenever required* failing which I may render myself liable to disciplinary action.

.....
Signature of officer

.....
Signature of Witness

Date:

*Delete where appropriate