

22 August 2012

Ministry of Civil Service and Administrative Reforms
Circular Letter No.43 of 2012
E/70/1/1/114

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

To: Supervising Officers i/c Ministries/Departments

Training Programme on Stress Management

The Ministry is organizing a two-day Training programme on ***Stress Management*** to provide participants with the necessary skills and tools to minimize the effect of stress so as to enhance productivity in the public sector.

2. The training sessions will be held for a maximum of 140 officers grouped in 4 batches, as from the 3rd week of September 2012 at the Lecture Room, 6th Floor, Fooks House, Bourbon Street, Port Louis.

3. Copy of the training programme with course content and broad objectives is at Annex I.

4. Supervising Officers in charge of Ministries/Departments are invited to submit, in order of **priority** as per pro-forma at Annex II, the names of **officers who will derive maximum benefit from the training**. The proposed nominations should reach the Ministry of Civil Service and Administrative Reforms, Human Resource Development Division, 4th Floor, Atom House, Royal Street, Port Louis, in hard and soft copies **at latest by Friday 31 August 2012**.

5. I rely on your usual collaboration and support in order to enhance the performance of our public officers.

S. Seebaluck
Senior Chief Executive

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