



MINISTRY OF CIVIL SERVICE AND ADMINISTRATIVE REFORMS
MAURITIUS

Ministry of Civil Service and Administrative Reforms
Circular Letter No. 50 of 2013

E/445/2/01 V.13

31 July 2013

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

To : Supervising Officer, in-Charge of Ministries/Departments

General Staff List

The General Staff List, which is updated twice every year, covers those employee drawing a salary scale, the minimum of which was Rs19000 until December 2012.

2. Following the publication of the report of the Errors, Omissions and Anomalie Committee, it has been decided that the General Staff List should as from this year include al employees drawing salary in a scale, the minimum of which **should not be less than Rs24,425**.
3. You are therefore requested to submit the updated Staff List of you Ministries/Departments, in **both hard and soft copies (CD)**, in respect of the departmental and general services grades, as per the enclosed format, **not later than 30 August 2013**.
4. As from the year 2014, updated staff lists would have to be submitted twice yearly, i.e at the end of the months of March and August.
5. For any additional information, Miss K. Rungasamy or Mr S. Shivraj may be contacted on telephone number 201 3285.

S. Seebaluck
Senior Chief Executive

Format for General Staff List

Ministry/Department:.....

Name	Post	Date of Present Appointment	Highest relevant Academic/Professional Qualifications