



**MINISTRY OF CIVIL SERVICE AND ADMINISTRATIVE REFORMS**

**MAURITIUS**

1 October 2013

Ministry of Civil Service and Administrative Reforms  
Circular Letter No 68 of 2013  
E/60/28/29

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

**To: Supervising Officers in charge of Ministries/Departments**

**Public Sector Reform Steering Council**

A permanent mechanism for implementation of reforms and constant factoring of new parameters is considered crucial to materialize the re-engineering impetus and create a world class public service. In this context the EOAC has made recommendations for the establishment of a permanent hierarchical structure to clearly delineate between responsibilities and streamline the reform process throughout the Public Sector.

2. The main components of the proposed structure are as follows:
  - a) The **Reforms Steering Council (RSC)** which would be the command centre for spearheading reform initiatives and ensuring timely implementation of change management and improvement programmes in the Public Sector.
  - b) The **Strategic Policy Unit (SPU)**, operating under the aegis of the Prime Minister's Office, which would be a specialized think tank of Government designed to continually research methodologies to improve understanding of major challenges and propose appropriate solutions to socio-economic issues of national importance.
  - c) The **Public Sector Re-engineering Bureau (PSRB)**, falling under the aegis of the Ministry of Civil Service and Administrative Reforms, which would be dedicated to provide real-time and continuous advisory services concerning organizational reviews and restructuring exercises and to ensure implementation of the decisions of the RSC, monitor implementation and report progress to the RSC.
  - d) **Reform cells** under the responsibility of each Ministry/Department to monitor performance indicators and facilitate implementation of intra-departmental reforms.
3. The Reform cells would be the executive arms of respective Ministries/Departments for the implementation of reforms and would coordinate with the Public Sector Re-engineering Bureau and the Project Management and Delivery Unit in a pro-active and efficient manner. As recommended by the EOAC, it would be chaired by an officer not below the level of Deputy Permanent Secretary and would include all Heads of Section as well as representatives of Staff Associations or recognized Unions.

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4. As prescribed, the RSC has already been set up under the Chairmanship of the Senior Chief Executive of the Ministry of Civil Service and Administrative Reforms and has as members:

- (i) a representative of the Prime Minister's Office;
- (ii) a representative of the Deputy Prime Minister's Office;
- (iii) a representative of the Ministry of Finance and Economic Development;
- (iv) a representative of the Ministry of Information and Communications Technology;
- (v) a representative of the Ministry of Labour, Industrial Relations and Employment;  
and
- (vi) three representatives of recognized Federations of Trade Unions.

Depending on the issues being processed, the council would co-opt other members from Ministries/Departments concerned.

5. Following Circular Letter No. 43 of 2013 of the Ministry of Civil Service and Administrative Reforms, it is understood that all Ministries/Departments have already set up their Reform Cells.

6. Since the RSC needs to take stock of all reform initiatives already embarked upon, Ministries/Departments are requested to submit information as per annexed format, on their ongoing reforms and improvement initiatives and their future short, medium and long term reform plans and deliverables through their respective reform cells to the Administrative Reforms Division of this Ministry by mail at [mcsa-arua@mail.gov.mu](mailto:mcsa-arua@mail.gov.mu) or by fax on 2115047 by 25 October 2013 at latest.

  
(S. Seebaluck)  
Senior Chief Executive

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

**Enc.**

**REFORMS IMPLEMENTED DURING PAST 10 YEARS OR PLANNED FOR IMPLEMENTATION**

**MINISTRIES/DEPARTMENTS**

SN	Reform Initiative	Brief on nature and objective of the Reform	Whether completed or ongoing: (mention date if completed or time frame for completion if ongoing)	A brief appraisal of the impact of the Reform	Remarks