



REPUBLIC OF MAURITIUS

17 August 2026

Ministry of Public Service and Administrative Reforms
Circular Letter No. 29 of 2026
E/141/2/01 TF1V2

From: Secretary for Public Service

**To: Supervising Officers in Charge of Ministries/Departments
Island Chief Executive**

Private Work for Reward

Public officers are not authorised to undertake private work for reward, engage in private practice or outside employment unless prior authorisation is obtained from their Responsible Officer. Where the work involves trading or commercial activities, the approval of the Secretary to Cabinet and Head of the Civil Service should also be obtained.

2. The attention of this Ministry has recently been drawn to cases of public officers who have not followed the established procedures for the conduct of private work which are clearly spelt out in the Human Resource Management Manual and the Code of Ethics for Public Officers. Relevant extracts of which are enclosed for reference.

3. Public officers are advised that "outside employment" is any work undertaken outside their primary job in the public service and includes paid part-time employment, directorship of a Company as well as business ownership or contractual work. Such employment can give rise to a real or apparent conflict of interest to the extent that it could compromise or reasonably be perceived to compromise an officer performance of his public or official duties.

4. You are kindly requested to ensure that public officers are apprised of the above and are advised to follow the correct procedures as set out in the enclosed attachment, else they may render themselves liable to disciplinary action.

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5. It would be highly appreciated if you could bring the content of this Circular Letter to the attention of all officers serving in your respective Ministry/Department and all Heads of Parastatal Organisations, Local Authorities and Statutory Bodies, falling under the aegis of your respective Ministry.



D. Gopaul
Secretary for Public Service

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

10. Outside Employment

A Public Officer is engaged in outside employment when he works for one organisation and also does paid part-time or casual work for another organisation. It includes operating a business, maintaining a professional practice or providing consultancy services to another person or organisation.

Outside employment:-

- ▶ has the potential for creating conflict of interest situations;
- ▶ may lead to misuse of Government resources and information; and
- ▶ may result in use of Government assets for non-official purposes.

Public Officers shall not engage in any outside employment, for remuneration or otherwise, unless prior approval has been obtained from the Responsible Officer. Public Officers shall not accept employment or engage in activities which may conflict or interfere with the performance of their official duties as this may cast doubt on their own integrity and may adversely affect the image of the primary organisation for which they work and that of the Civil Service.

Section 11: Private Work and Private Investment

2.11.1 The whole time of an officer is at the service of the Government and he is not permitted to undertake private work for reward except as provided for in paragraph 2.11.2.

2.11.2 (1) An officer may, subject to the approval of his Supervising Officer, be exceptionally authorised to undertake private work, where the work -

(a) is performed outside official working hours; and

(b) has no adverse effect on his official position or duties.

(2) Where the work involves trading or commercial activities, the approval of the Secretary to Cabinet and Head of the Civil Service shall also be obtained.

2.11.3 (1) A Responsible Officer may, where he considers it necessary, request an officer to declare any interest, direct or indirect, he may possess in any undertaking or concern.

(2) An officer shall seek the express permission of the Secretary to Cabinet and Head of the Civil Service before acquiring investments which he thinks might be in real or apparent conflict with his official duties.

(3) Where the Secretary to Cabinet and Head of the Civil Service considers that, by reason of the facts disclosed, the officer's private affairs might be in real or apparent conflict with his official duties, he may require the officer to divest himself of such investments or interests.

2.11.4 (1) No private transactions, whether or not of a commercial nature, shall be carried out in any Government office.

(2) No officer shall use the official address or the telephone or fax or E-mail of his Ministry/ Department for his private transactions.