



**MINISTRY OF CIVIL SERVICE AND ADMINISTRATIVE REFORMS
MAURITIUS**

Date: 09 August 2019

Ministry of Civil Service and Administrative Reforms

Circular Letter No. 51 of 2019

E/70/1/1/03

From: Secretary for Public Service

To: Supervising Officers in charge of Ministries/ Departments

Training and Development

Supervising Officers would recall that, on 16 October 2015, this Ministry issued Circular Letter No. 38 of 2015 inviting them to constitute Training Committees with the main objective of identifying performance gaps and training needs of their staff.

2. The rationale behind the setting up of Training Committees was to ensure that Ministries/Departments engaged themselves in identifying their training needs to come up with proper training plans and approach the Civil Service College, Mauritius (CSCM) to mount programs to benefit a maximum number of their staff as recommended by the Pay Research Bureau in its 2013 and 2016 Reports. Moreover, a fully functional Training Committee would be a tool for Ministries/Departments to ensure that there is optimum use made of funds allocated in their budget under their respective vote items for training of staff.

3. In order to facilitate the continuous professional development and growth of public officers across the Civil Service, there is a need to reactivate the Training Committees in Ministries/Departments, where these are not functional, with a view to elaborating a Training Action Plan that will take on board the specific training needs and requirements of each and every Ministry/Department.

4. I would like to highlight that Capacity Building and Capability Development is a central and integral constituent of the Public Sector Business Transformation Strategy which was approved by Government in February 2017. In this context, Supervising Officers are kindly requested to ensure follow up and monitoring of the implementation of the Training Action Plan at the level of the Transformation Implementation Committee (TIC) that has been set up in your Ministry/Department in order to ensure the successful implementation of the Public Sector Business Transformation Strategy.

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5. I, therefore, make an appeal to my colleagues, Supervising Officers, to ensure that the Training Committees of their respective organisations are fully functional and effective and to communicate to my Ministry the composition thereof, by **Friday 16 August 2019**, at latest, on email address: trainingmcsar@govmu.org and fax number: 212 4168.
6. I rely on your support and collaboration in this endeavour.



J. M. Simonet
Secretary for Public Service

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