



MINISTRY OF CIVIL SERVICE AND ADMINISTRATIVE REFORMS

MAURITIUS

06 November 2018

Ministry of Civil Service and Administrative Reforms
Circular Letter No 91 of 2018
E/60/28/29/14

From : Secretary for Public Service

To : Supervising Officers in charge of Ministries/Departments

Public Sector Business Transformation Strategy- Action Plan

Following this Ministry's Circular Letter dated 25 May 2018 on the above subject, and as requested, it is noted that Ministries/Departments have already devised their respective Transformation Action Plans, copies of which have been forwarded to this Ministry.

2. It is understood that Supervising Officers are having regular meetings of their Transformation Implementation Committees for the effective implementation of the Action Plans as per the Terms of Reference of this Committee and that they are ensuring the updating of the Action Plans to cater for new and emerging organisational needs and requirements.

3. In line with the Public Sector Business Transformation Strategy, this Ministry is planning to convene the first meeting of the National Planning and Results Committee shortly to review the status on the implementation of the Action Plans of Ministries/Departments so as to report thereon to the Secretary to Cabinet and Head of the Civil Service. In this regard, Supervising Officers are invited to:

- (a) submit a report on the status of the implementation of their Action Plans along the lines of the attached format, indicating the risks/difficulties/constraints encountered, if any, in the implementation process; and
- (b) indicate how such risks/difficulties/constraints have been/are being addressed.

/2...



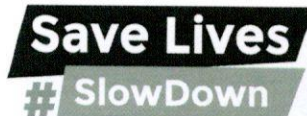
4. The status report should reach the Administrative Reforms Division of this Ministry, Level 10, SICOM Building 2, Port Louis or by email at mcsa-arua@govmu.org by **20 November 2018**, at latest.
5. We rely on your usual collaboration and support.



(P. Jhugroo)

Secretary for Public Service

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



PUBLIC SECTOR BUSINESS TRANSFORMATION STRATEGY

ACTION PLAN- PROGRESS REPORT

This Report provides information on the achievements of the deliverables listed in the Action Plan in line with the Public Sector Business Transformation Strategy.

1. Ministry/Department:.....

2. No. of meetings of the Transformation Implementation Committee held since 30 October 2017:

Last meeting held on:.....

3. Details of progress achieved:

SN	Specific project details submitted as per Action Plan	Pillar (s) No	Project Goal(s)	Status of Implementation	Risks/ Deficiencies identified	Impact of risks/deficiencies on project	Mitigation Plan (What is being done to prevent the risks)	Project Completion date/year
1								
2								
3								

4. Remarks (if any):

.....
.....
.....
.....
.....
.....