



**MINISTRY OF PUBLIC SERVICE, ADMINISTRATIVE AND INSTITUTIONAL  
REFORMS  
MAURITIUS**

**14 May 2020**


**Ministry of Public Service, Administrative and Institutional Reforms**  
**Circular Letter No. 33 of 2020**  
**E/152/11/07**

**From : Secretary for Public Service**  
**To : Supervising Officers in charge of Ministries/Departments**

**Communication and Coordination Cell**

Please refer to Circular No. 31(E/152/11/07) dated 04 May 2020 wherein you were informed that a dedicated Communication and Coordination Cell will be set up at the level of my Ministry to attend to all issues cropping up following resumption of duty.

2. In light of the above, you may find attached the main contact details for the Ministry for matters concerning Occupational Safety & Health, Human Resources and Work Access Permit(WAP). The hotline of the Mauritius Police Force for queries on the authorisation process/status and difficulties with the IT system is also included.
3. With a view to ensuring the staggered resumption of duty of respective staff, Ministries/Departments should ensure that the COVID-19 Dedicated Response Team (DRT) is operational and reviews the status of readiness on a daily basis. Consideration could be given for the representative(s) of trade union(s) already member(s) of the Safety and Health Committee of the Ministry/Department to form part of the DRT.

  
**S.Ragen**  
**Secretary for Public Service**

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

Sections	Name and Designation	Contact Details
<b>Occupational Safety and Health Matters</b>	Mr. Coolen Director, Safety & Health	Tel: 405 4104 Fax: 210 8667 Email: <a href="mailto:scoolen@govmu.org">scoolen@govmu.org</a>
	Mr. R. K. Heerah Assistant Director, Safety & Health	Tel: 405 5765 Fax: 210 8667 Email: <a href="mailto:rheerah@govmu.org">rheerah@govmu.org</a>
<b>Human Resource Matters</b>	Mr. S. Luchoomun Director, Human Resource Management	Tel: 405 4142 Fax: 212 4226 Email: <a href="mailto:sluchoomun@govmu.org">sluchoomun@govmu.org</a>
	Mr. S. D. Jannoo Deputy Director, Human Resource Management	Tel: 405 4149 Fax: 212 4226 Email: <a href="mailto:djannoo@govmu.org">djannoo@govmu.org</a>
<b>WAP Application</b>	Mauritius Police Force	Hotline*: 212 2067/208 1212  <i>* for general queries on the authorization process/status and use of the online system</i>
	Mr. V. Seedoyal Assistant Permanent Secretary	Tel: 405 5776 Fax: 211 5047 Email: <a href="mailto:vseedoyal@govmu.org">vseedoyal@govmu.org</a>

