

MINISTRY OF CIVIL SERVICE AFFAIRS AND ADMINISTRATIVE REFORMS
MAURITIUS

Fax Number (230) 212-9528 / 201-3815

E-Mail: civser@bow.intnet.mu

16 July 2001

Ministry of Civil Service Affairs and Administrative Reforms
Circular Letter No. 20 of 2001

20/28/01

To: Secretary for Public Service Affairs

Supervising Officers in Charge Ministries/Departments

Civil Service Reforms – Meeting with Desk Officers

Please refer to this Ministry's Circular Letter No. 17 of 2001 dated 18 June 2001.

The half-day seminar on Administrative Reforms for Desk Officers was held, as scheduled, at Domaine Les Pailles, on Wednesday, 20 June 2001.

The fourth meeting of Desk Officers which was initially fixed for 18 July 2001 has been postponed to Wednesday, 22 August, 2001. As usual, the meeting will be held in the Conference Room of this Ministry, Level 7, New Government Centre, Port Louis, from 1015 hrs to 1130 hrs with the following agenda:-

- (a) Approval of notes of the third meeting held on 16 May 2001, copy of which was circulated under cover of this Ministry's Circular Letter No. 17 of 2001;
- (b) Matters Arising;
- (c) Briefing by members of the Steering Committee;
- (d) Feedback on model questionnaire for Monthly Briefing Notes;
- (e) Follow-up on Projects on improvement of Counter Services; and
- (f) A.O.B.

With regard to paragraph 3(e) above, a status report as at 31 July 2001 on each
should be submitted to this Ministry along the lines of the usual proforma by
August 2001 at latest.

It would be appreciated if the Desk Officer of your Ministry/Department could be
requested to attend the meeting.



(D. P. Ruhee)

Secretary for Public Service Affairs

cc: Desk Officers