



Ministry of Civil Service and Administrative Reforms

21 May 2010

Ministry of Civil Service and Administrative Reforms

Circular Note No 20 of 2010

E/439/5/02

From: Senior Chief Executive, Ministry of Civil Service and Administrative Reforms

To: Supervising Officers, in-charge of Ministries/Departments

Private Errands

The attention of this Ministry has been drawn to the fact that officers of the Office Care Attendant Cadre are regularly being called upon to run private errands.

2. Please note that running of 'private' errands does not form part of the duties of employees of the Office Care Attendant Cadre.
3. You are therefore accordingly requested to ensure that these employees are not made to run errands for private purposes.
4. You are requested to bring the contents of this Circular Note to the notice of all officers.


(S. Seebaluck)
Senior Chief Executive

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