



REPUBLIC OF MAURITIUS

Ministry of Public Service, Administrative and Institutional Reforms
Circular Letter No. 40 of 2022
E/235/18/01 V24

18 July 2022

From: Secretary for Public Service

To: Supervising Officers i/c of Ministries/Departments

Wearing of Uniforms/Protective Equipment/Clothing

As you are aware, eligible officers in some specific grades are required to wear Uniforms/Protective Equipment/Clothing due to the nature of the duties they have to perform.

2. Presently, items of uniforms are issued in kind to officers of the Disciplined and Semi-Disciplined Forces while a Uniform Allowance is paid to other identified categories of employees, as described hereunder –

Category	Description
I	Officers whose nature of duties warrants a means of identification/authority and are required to wear uniforms.
II	Officers whose nature of duties requires them to wear uniforms as and when the need arises. The Responsible Officer should, in consultation with the relevant stakeholders, decide under which circumstances and when beneficiaries should wear uniforms.
III	Officers in this Category would not be required to wear uniforms. However, the nature of their duties causes excessive wear and tear of their clothing and as such, are being paid a rapid wear and tear allowance.

.../...

3. Protective Equipment/Clothing are provided to officers who are exposed to potential occupational health and safety risks in their workplace. The Standing Committee on Uniforms determines the eligibility of protective item/equipment to be granted to eligible officers on the basis of the recommendations of the assessment exercise carried out by officers of the Occupational Safety and Health Unit of this Ministry. Officers who are eligible for Protective Equipment/Clothing and Uniform Allowance under Categories I and II are required to sign an undertaking that they agree to wear same all the time while on duty or whenever required, as the case may be. However, it has been reported that many officers, despite having signed the undertaking, do not wear their uniform and/ or Protective Equipment/Clothing in the performance of their duties.

4. Supervising Officers are, therefore, requested to draw the attention of those officers that they should **mandatorily** wear Uniforms in accordance with the approved patterns, colour and materials and Protective Equipment/Clothing, while on duty. Failure on their part to do so, will lead to disciplinary action and the stoppage of uniform allowance as specified at paragraphs 3.6.5(2) and 3.7.4 of the Human Resource Management Manual.

5. Moreover, Supervising Officers should ensure prompt action is taken for the issue of Protective Equipment/Clothing to those officers whose nature of work requires the wearing of such items so as to avoid the risk of injury at work as well as for the issue of items of Uniforms. No request for payment in cash in lieu of uniforms on the ground that items of uniform have not been purchased in the years that they were due will be entertained by this Ministry.

6. Supervising Officers are also requested to set up an Internal Audit System on wearing of Uniforms as recommended at paragraph 16.14.15 of the 2021 Pay Research Bureau Report to ensure compliance thereto.

7. It would be appreciated if the contents of this Circular Letter could be brought to the attention of all officers serving in your Ministry/Department and all Heads of Parastatal Bodies/Local Authorities/Statutory Bodies falling under your purview, for necessary action.



B. Boyramboli
Secretary for Public Service

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