



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

**27 April 2021**

**Ministry of Public Service, Administrative and Institutional Reforms**  
**Circular Letter No. 18 of 2021**  
**E/152/11/07**

**From : Secretary for Public Service**

**To : Supervising Officers in charge of Ministries/Departments**

**Resumption of work in the Public Sector**

Government has decided that work in the Public Sector should resume fully on Monday 03 May 2021.

2. As was the case last year, flexi-time should be introduced to mitigate the pressure on public transport and allow public officers to adopt social distancing precautions. Supervising Officers and Head of Departments need to review the arrival and departure time of their officers in such a manner that there will be no disruption in the provision of services using the following time slots-

**(i) Officers other than Office Auxiliary/Senior Office Auxiliary**

- 08 15 hr to 15 30 hr
- 08 45 hr to 16 00 hr
- 09 15 hr to 16 30 hr
- 09 45 hr to 17 00 hr

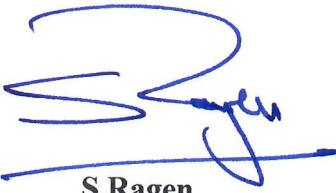
**(ii) Office Auxiliary/Senior Office Auxiliary**

- 07 30 hr to 16 00 hr
- 08 00 hr to 16 30 hr
- 08 30 hr to 17 00 hr

3. As indicated in this Ministry's Circular no. 6 of 2021, the Electronic Time Recorders should not be used until further notice.

4. Public officers should, wherever possible, be authorised to work from home as provided in the Work From Home Protocol adopted by Government on 19 March 2021 and detailed in this Ministry's Circular No. 14 of 2021. Officers should also be encouraged to hold meetings virtually, wherever possible.

5. A comprehensive guideline on the precautionary measures that need to be taken ahead of the resumption of work in the Public Sector was outlined in this Ministry's Circular No. 15 of 2021 and Circular No. 17 of 2021. Ministries and Departments are requested to stand guided by those guidelines and ensure that all office cleaning and disinfection are carried out prior to resumption on 03 May 2021.
6. It would be appreciated if the content of this circular could be brought to the attention of all the Local Authorities/Parastatal Bodies/ State-owned Enterprises falling under your purview.
7. I rely on your collaboration and support to ensure a smooth resumption of activities in the Public Sector.



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

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