



**MINISTRY OF CIVIL SERVICE AND ADMINISTRATIVE REFORMS
MAURITIUS**

14 February 2019

Ministry of Civil Service and Administrative Reforms

Circular Note No 5 of 2019

E/195/12/01

From: Secretary for Public Service

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

**Release to deliver courses at the Civil Service College,
Mauritius**

Government has endorsed the Public Sector Business Transformation Strategy (PSBTS) which lays emphasis, among others, on the need to support public officers by a capacity and capability development plan that aligns strategic human resource management, talent development and training to enable the Public Service to adapt and respond to emerging opportunities and challenges for meeting its long term business goals.

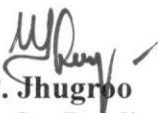
2. In this context, the Civil Service College, Mauritius (CSCM) which was set up in November 2012, has a pivotal role to play in capacity building and human resource development in the Civil Service. Its main objective is to cater for the training needs of Ministries/Departments by conducting a range of generic courses as well as customized training programmes to meet the specific needs of organisations concerned. As such, the CSCM has to have recourse to the services of resource persons in diverse fields from within the public service and outside to deliver the training courses.

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3. With a view to ensuring that the CSCM continues to benefit from the services of experienced public officers to serve as resource persons and that the officers concerned also attend to their normal work responsibilities, it has been decided that, henceforth, officers may be allowed to deliver courses run by the CSCM on the basis of the following conditions:-

- (i) the release of officers should be subject to exigencies of the service and the prior approval of Supervising Officers;
- (ii) officers may be released for a maximum of four sessions of 1 ½ hours each per month; and
- (iii) such release should be reckoned against the vacation leave entitlement of officers concerned, on the basis of 7 days' vacation leave to be deducted for an aggregate of 5 days' release.

5. Supervising Officers are requested to ensure that the contents of this Circular Note are brought to the attention of all officers, including Heads of Parastatal Bodies and Local Authorities falling under the aegis of their respective Ministry/Department.


P. Jhugroo
Secretary for Public Service