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REPUBLIC OF MAURITIUS

Ministry of Civil Service and  
Administrative Reforms  
Port Louis

06 November 2017

Ministry of Civil Service and Administrative Reforms  
Circular Note No.27 of 2017  
E/7/1/01 V2

From: Secretary for Public Service

To: Supervising Officers in charge of Ministries/Departments

**Special Duty/Extra Duty Allowance**  
**Implementation of paragraph 18.7.7 of the 2016 PRB Report**

The High Powered Committee has, at its meeting held on 17 October 2017, approved that:-

- (i) payment of the special duty/extra duty allowance recommended at paragraph 18.7.7 of the 2016 PRB Report should be effected for specific assignments/projects only and should be computed using **the hourly rate for the duration of the assignment, subject to a maximum of one third of the officer's monthly salary;**
- (ii) the effective date should be 01 January 2016; and
- (iii) payment of the allowance would, however, be subject to the approval of the Ministry of Civil Service and Administrative Reforms.

2. Supervising Officers of Ministries/Departments are invited to personally ensure that the above decision is strictly complied with and arrange for the contents of this Circular to be brought to the attention of all concerned officers of their respective Ministry/Department as well as to Parastatal bodies falling under their aegis.

A handwritten signature in black ink, appearing to read 'S.K. Pather'.

(S.K. Pather)  
Secretary for Public Service

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