



**MINISTRY FOR CIVIL SERVICE AFFAIRS
AND ADMINISTRATIVE REFORM
MAURITIUS**

**Tel: (230) 201-2886 Fax: (230) 212-9528
E-mail: civser@bow.intnet.mu**

16 March 2000

Ministry for Civil Service Affairs and Administrative Reform
Circular Letter No. 11 of 2000
B/001/03/004/02

**FROM: Acting Permanent Secretary, Ministry for Civil Service Affairs and
Administrative Reform**

TO: Supervising Officers i/c Ministry/Department

Parliamentary Question No. B/23

The Minister for Civil Service Affairs and Administrative Reform has been asked by way of Parliamentary Question No B/23 whether he will state the vacancies existing as at 29 February 2000 inter-alia at the level of Heads of Government Departments and say if any officers have been appointed to occupy the vacant posts in an acting capacity and when it is proposed to fill these vacancies – copy of the Parliamentary Question is at Annex A.

2. It would be appreciated if you would submit (by fax) the information in accordance with the pro-forma at Annex B as soon as possible but not later than noon on Friday 17 March 2000.

3. Should you be in a position to supply additional information which will help in the formulation of the reply, you are kindly invited to do so. Nil returns should be submitted.

**R. Heerasing
Acting Permanent Secretary**

ANNEX B

**Annex to Ministry for Civil Service Affairs and Administrative Reform Circular Letter
No. 11 of 2000 dated 16 March 2000**

Parliamentary Question No. B/23

1. **Ministry/Department:**
2. **Title of Post vacant:**
3. **Date vacancy occurred:**
4. **Reasons for vacancy:**
5. **State the arrangements made for replacement (acting appointment, assignment of duties or otherwise):**
and if so, indicate:
(i) effective date
- (ii) name of officer appointed in an acting capacity or otherwise**
6. **Reasons for non-filling of vacancy:**.....
7. **When it is proposed to fill the vacancy:**
8. **Any other relevant additional information:**

Date:

Signature:

Title:

ANNEX A

B/23 The Honourable Third Member for Riviere des Anguilles and Souillac
(Mr Bundhun)

To ask the Honourable Minister for Civil Service Affairs and Administrative Reform:-

Whether he will state the vacancies existing as at 29 February 2000 (a) at the level of (i) Secretary to the President (ii) Secretary for Home Affairs and (iii) Secretary for Foreign Affairs (b) in the grades of Permanent Secretary and Principal Assistant Secretary and (c) at the level of Heads of Government Departments and say if any officers have been appointed to occupy the vacant posts in an acting capacity and when it is proposed to fill these vacancies?