



MINISTRY OF CIVIL SERVICE AFFAIRS
AND ADMINISTRATIVE REFORMS
MAURITIUS

(4)
23 January, 2003

Circular Letter No. 4 of 2003
E/439/3/02

From : Secretary for Public Service Affairs

To : Supervising Officers in Charge of Ministries/Departments

Need to maintain a good working environment

This Ministry has received representations from the President of the Government General Services Union to the effect that the air conditioning system in several Ministries/Departments is defective. As such, offices are not properly ventilated, thus causing considerable inconvenience to officers.

2. The Union has further reported that complaints made by officers to their Supervising Officers have not received proper consideration.
3. I wish to draw your attention to this Ministry's Circular Letter No. 17 of 2002 wherein it was suggested that a senior officer of the Personnel Section serving in your Ministry/Department be designated to look after the welfare of staff.
4. You will appreciate that in order to perform effectively, officers need not only basic facilities but also a conducive working environment which enhances productivity. This will also sustain good industrial relations in the organisation.
5. You are hereby requested to take remedial action as appropriate regarding air conditioning and other facilities so as to ensure that a good working environment is maintained.

(D. P. Ruhee)
Secretary for Public Service Affairs

Copy to:

Secretary to Cabinet and Head of the Civil Service
Financial Secretary