



MINISTRY OF CIVIL SERVICE AFFAIRS  
AND ADMINISTRATIVE REFORMS  
MAURITIUS

24 September 2004

Circular Letter No 52 of 2004  
E/445/2/01V10

From: Senior Chief Executive

To: Supervising Officers in charge of Ministries/Departments

General Staff List – 2004

In the light of changes arising from the publication of PRB Report 2003, Errors, Omissions and Clarifications of PRB Report 2003 and the recurrent Budget 2004-2005, amendments have to be brought to the General Staff List.

2. You are requested to submit the amended staff list in respect of your staff as well as grades belonging to the General Services in your Ministries/Departments as at 30 September 2004. The staff list should comprise officers drawing salary in the scale the initial of which should not be less than Rs 13,000.
3. As regards information relating to qualifications, please note that only the highest relevant academic/professional qualifications held by each officer should be indicated in the last column, as per enclosed proforma.
4. The amended staff list, together with a copy thereof on a diskette should be submitted to this Ministry at latest by 15 October 2004.

(K. Ponnusamy)  
Senior Chief Executive

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

E/445/2/01

Ministry/Department:.....

| <u>Name</u> | <u>Ministry/<br/>Department</u> | <u>Date of Birth<br/>and Date of<br/>First<br/>Appointment</u> | <u>Post and Date<br/>of Present<br/>Appointment</u> | <u>Salary and<br/>Salary Code</u> | <u>Remarks</u> |
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Verified and Certified Correct:.....

Name of Officer:.....

Title of Officer:.....

Date:.....