



Ministry of Civil Service and Administrative Reforms

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Circular Letter No. 37 of 2005

E/70/1/07

15 September 2005

From: Senior Chief Executive

To: Supervising Officers i/c Ministries/ Departments

Survey on Officers being sponsored to follow part-time courses at different Tertiary Education Institutions

This Ministry is presently carrying out a survey on the number of officers of different grades who are being/have been sponsored under different schemes to follow courses in any tertiary education institution both local and abroad, including distance learning.

2. In this context, it would be appreciated if you could kindly fill in the annexed form and submit the required information to this Ministry by **30 September 2005 at latest.**
3. Nil returns should also be submitted.
4. We rely on your usual collaboration.

(R. Mudhoo)
Senior Chief Executive

Ministry of Civil Service & Administrative Reforms

NAME OF OFFICER	GRADE	COURSE TITLE	DATE COURSE STARTED	DURATION OF COURSE	NAME OF INSTITUTION	SCHEME UNDER WHICH OFFICER IS SPONSORED	REMARKS

Form 100 (List of Sponsored Public Officers only)

Signature of Supervising Officer