

PERSONNEL MANAGEMENT MANUAL

INTRODUCTION

This Personnel Management Manual is an updated version of the Personnel Management Manual published in 2002. It incorporates the conditions of service following the implementation of the Reports of the Pay Research Bureau (PRB) published since 1993 and the PRB (Errors, Omissions and Clarifications) Report 2004.

2. The Personnel Management Manual is issued by the Ministry of Civil Service and Administrative Reforms which is responsible for the overall management of human resources in the public service. The manual provides guidelines and sets out procedures that ensures an appropriate level of standardization in the application of rules, regulations and conditions of service in force.

3. The aim of the Personnel Management Manual is to assist officers in their operational responsibilities and the efficient discharge of personnel functions.

4. Subsequent changes in the provisions laid down will be issued regularly by way of circulars to ensure that the most recent personnel policies are available for reference.

Ministry of Civil Service
and Administrative Reforms
Port Louis

June 2006

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B Lingard



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