

Ministry of Civil Service and Administrative Reforms
Circular Letter No 60 of 2010
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MOST IMMEDIATE

29 December 2010

From: Supervising Officer, Ministry of Civil Service and Administrative Reforms

To: Supervising Officers i/c Ministries/Departments

Training at l'Ecole Nationale d'Administration, France (2011-2012)

L'Ecole Nationale d'Administration (L'ENA) in Strasbourg, France, will run the following courses in Public Administration and Management in 2011-2012:

Course Title	Duration	Applicants' Profile
1 <i>Le Cycle "International Long"</i>	16 to 18 months (01 December 2011 – 29 March 2013), end of May for candidates enrolling for masters.	Public officers below 35 years of age, embracing a new career at managerial level in the public service.
2 <i>Le Cycle "International Court"</i>	9 months (02 November 2011 – 27 July 2012)	Public officers having solid professional experience, aged between 30 to 50 years.
3 <i>Le Cycle "International d'Administration Publique"</i>	7 months (03 October 2011 – 27 April 2012)	Experienced public officers aged between 25 to 50 years and who wish to upgrade their qualifications in the field of public administration.

2. The objectives of the courses are to enhance the managerial capacity of senior public officers, widen their horizon through the sharing of experiences with participants from other countries and expose them to new trends in public administration and management. Further information may be obtained on the website: <http://www.ena.fr>.

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3. Applications are invited from officers of the **Administrative, Diplomatic and Analyst** cadres who satisfy the following criteria laid down by l'ENA:

- be a degree holder;
- have an excellent command of French language (both spoken and written);
- have a good knowledge of the cultural and political background of the French and European institutions; and
- obtain satisfactory grades at the selection tests organized by l'ENA.

4. The selected candidates will be required to enter into a bond with the Government of Mauritius in accordance with the provisions laid down in the Personnel Management Manual.

5. After successful completion of the training programme, the officers should actively contribute towards implementation of policies and achievement of organizational objectives. Moreover, the candidate should impart the knowledge and experience acquired to other public officers through training programmes run by this Ministry or other government institutions.

6. I should be grateful if this Circular Letter could be brought to the notice of officers serving in your Ministry/Department. Officers who are interested to apply for these courses are requested to fill in, **in duplicate**, the enclosed application form. One copy should be channelled through you so as to reach this Ministry **by noon on Friday 21 January 2011 at latest**. The second copy should be submitted **directly** to the following address:

The Senior Chief Executive,
Attn: Mr N. Lobind, Assistant Secretary,
Ministry of Civil Service and Administrative Reforms,
Human Resource Development Division,
4th Floor, Atom House, Royal Street, Port Louis
Tel: 213 1882 Fax: 213 7187
E-mail: nlobind@mail.gov.mu

7. This Circular Letter together with the application form may be accessed on the website of the Ministry at the following address: <http://civilservice.gov.mu>.

I.M. Oree (Mrs)
Supervising Officer

Copy to: Secretary to Cabinet and Head of the Civil Service
Financial Secretary
Secretary for Foreign Affairs