

**GOVERNMENT OF MAURITIUS****MY REF: E/70/170/01 V2**

Date: 01 July, 2008

**YOUR REF.***From : Supervising Officer, Ministry of Civil Service & Administrative Reforms**To : Supervising Officer i/c Ministries/Departments***SUBJECT:            Training in Legislative Drafting for Officers of the  
                         Administrative Cadre**

This Ministry is mounting a two-day Training Programme in Legislative Drafting for Officers of the Administrative Cadre in collaboration with the State Law Office. The approval of the Secretary to Cabinet and Head of the Civil Service has been obtained for running this programme.

2. The training will be conducted by Sir Victor Glover, Ex. Chief Justice and the objectives of the programme are to:-

- (i) sensitize officers of the Administrative Cadre on the role of Instructing Officers and Drafters;
- (ii) help them formulate legislative Drafting Instructions; and
- (iii) guide them on how to peruse draft legislation effectively.

3. The training sessions will be of a duration of two full days and the programme will span over several weeks. Arrangements will be made for Officers in the Administrative Cadre to follow the training in a phased manner, so as not to disrupt the smooth running of the activities in the Ministries/Departments. The first training session is scheduled to start by mid August 2008. This Ministry will soon communicate the time table and other details of the programme to all participants.

4. In view of the importance and relevance of this training programme for Officers of the Administrative Cadre, you are kindly requested to arrange for the enclosed form (proforma attached) to be filled in by Officers concerned and who would be able to follow the training course. The duly filled forms should be forwarded to this Ministry by **18 July 2008 at latest**.

5. We rely on your collaboration and support for the promotion of the human resource development and capacity building initiative in the Public Service.

**(P. Jhugroo)**  
***Supervising Officer***

*Copy to: Secretary to Cabinet & Head of the Civil Service*