

Our ref: POWC/REU/17/03

Date: 14 September 2017

From: Organising Secretary, Public Officers' Welfare Council

To: Supervising Officers i/c Ministries/Departments

Tour to Reunion Island

The Public Officers' Welfare Council (POWC) is organising a group tour to Reunion Island for public officers and their families from Wednesday 29 November to Sunday 03 December 2017.

2. The flight details are as follows:

4 Nights' Stay at Tulip Inn Hotel Sainte Clotilde Reunion	Departure from Mauritius (SSR International Airport) Air Mauritius			Departure from Reunion Island (Roland Garros Airport) Air Mauritius		
	Date	Flight No.	Time (Hours)	Date	Flight No.	Time (Hours)
	Wednesday 29 November 2017	MK 218	1005	Sunday 03 December 2017	MK 239	1730

3. The special full board package comprises the following:

- (i) a return air ticket;
- (ii) travel insurance;
- (iii) four nights' hotel accommodation;
- (iv) transfers (Airport – Hotel – Airport);
- (v) breakfast, lunch and dinner;
- (vi) five days' excursions and shopping to the most attractive places. (Programme at annex A)

4. Fifty seats have been secured for the group and the **cost per person** is as follows:

Combinations	Amount (MUR)
Single Room	29 000
Per Adult in Double Sharing Room	23 800
Per Adult in Triple Sharing Room	22 000
Child aged 03 to 11 years (<i>Sharing parents' room</i>)	11 000
Child aged 24 to 35 months (<i>Sharing parents' room</i>)	6 300
Infant aged up to 23 months	1 400

P.T.O.

Note:

- (i) A person aged up to 23 months is considered as an infant;
- (ii) A person aged between 24 months and 11 years is considered as a child;
- (iii) A person aged 12 years and above is considered as an adult; and
- (iv) A person aged 60 years and above (senior citizen) benefits a discount of MUR 500 on the package.

5. Public officers, interested to participate in the Tour, are requested to fill in the participation form at annex B and submit same to the Council together with the exact amount on the scheduled payment date. The following documents should be submitted while effecting payment:

- (a) Photocopy of a recent payslip/top part of the payslip indicating the name, paysite code and National Identity Card number or any written evidence/document attesting that the applicant is a serving public officer;
- (b) Photocopy of passport of each participant. In case of invalid passport, participants will have to submit a photocopy of Birth Certificate or National Identity Card when effecting payment until renewal of passport. The participant should make necessary arrangements to obtain a valid passport at the earliest possible and hence, submit a photocopy to the POWC accordingly; and
- (c) Relevant authorizing documents from the nearest police station for children below 18 years who will not be accompanied by their parents.

All participants should possess a passport valid for at least six months from the return date of the Tour. No entry visa is required for Mauritians to enter Reunion Island.

6. Payments will be received on a **“first come, first served basis”** on **Saturday 14 October 2017 from 0900 to 1430 hours** at the seat of the Public Officers' Welfare Council, 6th Floor, ATOM House, 16, Royal Street, Port Louis. In case seats are still available, payments will be extended on weekdays as from Monday 16 October 2017 from 0930 to 1400 hours.

Applicants are kindly requested to effect payment, preferably by cheque to the order of “Public Officers' Welfare Council”.

7. Participants willing to avail themselves of their passage benefits will have to make their own arrangements with the Accountant-General or the Human Resource Section of their respective Ministries/Departments.

8. Please note that all money transactions are made in EURO in Reunion Island.

9. Cancellation will be accepted in exceptional cases (e.g. illness, death of close relative or any other valid reason) supported by documentary evidence. In case of cancellation before issuance of tickets, an administrative fee of MUR 200 per participant will be charged. In case of cancellation after issuance of tickets, the administrative fee of MUR 200 per participant together with other cancellation charges claimed by stakeholders will be applicable.

10. The Council reserves the right to cancel the tour in case of unforeseen circumstances. Participants will be refunded accordingly.

11. It would be appreciated if you could kindly arrange for this Circular Letter to be circulated to public officers serving in your Ministry/Department/Division. A copy of this Circular Letter is also posted on the Council's Website: <http://powc.govmu.org>



S. Bundhoo
Organising Secretary

Copy to: *Presidents of Staff Welfare Associations*

**Public Officers' Welfare Council
Programme - Tour to Reunion Island**



Wednesday 29 November 2017

- 0805 hrs Check-in at SSR International Airport (Departure 1005 hrs on Flight MK 218)
- 1050 hrs Arrival at Roland Garos Airport, Reunion Island
- 1200 hrs Lunch in Restaurant
- 1330 hrs Free time for Shopping at St. Denis
- 1630 hrs Check in at Hotel
- 1930 hrs Dinner at Hotel (Dress code: Casual)



Thursday 30 November 2017

- 0700 hrs Breakfast at Hotel
- 0730 hrs Early Departure for Sightseeing Volcano 'Piton de la Fournaise'
(Dress code: walking shoes, tracksuits and jackets)
- 1200 hrs Lunch in Restaurant
- 1400 hrs Visit to Museum "*La Saga du Rhum*"
- 1630 hrs Back to hotel
- 1930 hrs Dinner at Hotel (Dress code: Casual)



Friday 01 December 2017

- 0700 hrs Breakfast at Hotel
- 0800 hrs Excursion "Tour de L'ile"
- 1100 hrs Visit to Jardins de Parfum et des Epices
- 1200 hrs Lunch in Restaurant
- 1400 hrs Sightseeing of Lava Formation
- 1630 hrs Back to hotel
- 1930 hrs Dinner at Hotel (Dress code: Casual)



Saturday 02 December 2017

- 0700 hrs Breakfast at Hotel
- 0800 hrs Excursion Cilaos
- 1200 hrs Lunch in Restaurant
- 1400 hrs Free time at Cilaos
- 1630 hrs Back to Hotel
- 1930 hrs Dinner at Hotel (Dress code: Casual)



Sunday 03 December 2017

- 0700 hrs Breakfast at Hotel
- 0900 hrs Check out from Hotel
- 0930 hrs Excursion Salazie/Hell Bourg (*The largest natural amphitheatres*)
- 1230 hrs Lunch in Restaurant
- 1530 hrs Arrival at Roland Garros Airport (Departure at 1730hrs on Flight MK239)
- 1815 hrs Landing at SSR International Airport, Mauritius



Tour to Reunion Island
Wednesday 29 November to Sunday 03 December 2017

Application Form

Name of Applicant: * Mr/Mrs/Miss.....

(* Delete as appropriate and SURNAME in block letters)

Designation:

Ministry/Department:.....

Residential Address:.....

Phone Number: (Mob)..... (Res)..... (Off).....

Emergency Contact Person: Phone Number:

Name of Participants:

	Name	Relationship	DOB	Age	Veg	Non-Veg	Amount (MUR)
Self							
2							
3							
4							
5							
6							
TOTAL							

NOTE:

- (i) The Council will provide Insurance Cover and “Lettre D’hebergement” to participants. These documents should be produced for check-in at Airport together with original passports.
- (ii) A photocopy of recent payslip/top part of the payslip of the public officer (applicant) should be submitted when applying for the Tour. All participants going on the tour should submit photocopies of passports. Relevant authorizing documents for children under 18 year who will not be accompanied by their parents should be submitted.
- (iii) All the documents mentioned above should be produced in Original format while check-in at Airport.
- (iv) Participants, who are under medical supervision or who are on special drugs should submit relevant details to the organizers when applying for tickets.
- (v) The costs of any additional service/items, including beverages, not included in this package will have to be met by the participant.
- (vi) Participants will be required to comply with all instructions given by the organisers during the tour.
- (vii) Participants will bear responsibility for any mishap caused by them or accompanying members of their family during the Tour.

I and my family members confirm that we are participating in the Tour to Reunion Island at our own risk. I understand by signing this participation form that my family and I cannot enter any representation, or statement, or legal action against the Public Officers’ Welfare Council.

.....
Date

.....
Signature of Applicant

For office use only

Amount Paid _____

Receipt No. _____

