



Our ref: POWC/CT/19/01

Date: 22 May 2019

From: Organising Secretary, Public Officers' Welfare Council

To: Supervising Officers i/c Ministries/Departments

Tour to Cape Town, South Africa

The Public Officers' Welfare Council (POWC) is organising a group tour to Cape Town, South Africa for public officers and their families from Sunday 28 July to Monday 05 August 2019.

2. The flight details are as follows:

7 Nights' Stay	<i>Departure from Mauritius (SSR International Airport) Air Mauritius</i>			<i>Departure from Cape Town (Cape Town International Airport) Air Mauritius</i>		
	Date	Flight No.	Mauritian Time (Hours)	Date	Flight No.	South African Time (Hours)
	Sunday 28 July 2019	MK 843	16:15	Sunday 04 August 2019	MK 844	22:05

3. The package comprises the following:

- air tickets;
- hotel accommodation with daily breakfast:
 - 7 nights' stay at Garden Court Nelson Mandela Boulevard, Cape Town;
- transfers by air conditioned coach (see programme of the tour at **Annex 1**);
- English speaking guide;
- 1 dinner;
- sightseeings and visits with entrance tickets to most attractive places as per programme.

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

Room combination	Rate (MUR)
Single room	55,600
Per adult in double sharing room	47,100
Per adult in triple sharing room	47,100

Child Policy	Rate (MUR)
Child aged between 02 to 11 years old requiring additional bed	39,900
Child aged between 02 to 11 years old sharing parents' bed	17,750
Infant (up to 23 months)	2,550

Note:

- a person aged up to 23 months is considered as an infant;
- a person aged between 02 to 11 years is considered as a child;
- a person aged 12 years and above is considered as an adult; and
- a person aged 60 years and above (senior citizen) benefits a discount of MUR 500 on the package;
- a maximum of three participants can be accommodated in one room. Family combinations of 4 participants (for example, 2 adults and 2 children) shall be dealt with as a special case basis and arrangements shall be made to accommodate those families. In case of any additional cost arising, the applicant shall be informed and is expected to effect payment accordingly.

5. Participants should possess a passport with minimum six months' validity as from the return date of the tour (valid till 05 February 2020). No entry visa is required for Mauritius passport holders to enter South Africa.

6. Public officers interested to join the tour are requested to fill in the participation form at **Annex 2** and submit same to the Council together with the exact amount on the scheduled payment date.

7. Please note that the following documents should be submitted while effecting payment:

- photocopy of a recent payslip or 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;
- photocopy of passport of each participant. In case of non-availability or invalid passport, participants will have to submit a photocopy of Birth Certificate or National Identity Card when effecting payment until issuance and/or renewal of passport. The participant should make necessary arrangements to obtain a valid passport at the earliest possible and submit a photocopy to the Council; and
- relevant authorising documents from the nearest police station for a person below the age of 18 (minor) who will not be accompanied by their parents on the tour.
- **the travelling conditions for minor in Cape Town, South Africa is at Annex 3).**

8. Payments will be received on a "**first come first served basis**" on **Saturday 01 June 2019 from 09:00 to 14:00** 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 to weekdays as from Monday 03 June 2019 from 09:30 to 14:00.

Participants are kindly requested to effect payment, preferably by bank card or cheque to the order of "Public Officers' Welfare Council".

9. Participants willing to avail themselves of passage benefits will have to make their own arrangements with the Accountant-General or the Human Resource Section of their respective Ministries/Departments.
10. Cancellation will be accepted only in exceptional cases (e.g. illness, death of close relative or any other valid reason) supported by documentary evidence. In case of cancellation, an administrative fee of MUR 200 per participant together with other cancellation charges claimed by stakeholders will be applicable.
11. Participants, who are under medical supervision or who are on special drugs should submit relevant details to the Council.
12. Participants are required to comply with all instructions given by the group leaders/guides during the tour and will have to bear responsibility of any mishap caused by themselves or accompanied members of their family during the tour.
13. Participants are recommended to make their own arrangements for travel insurance.
14. Please note that, in South Africa, all money transactions are made in South African Rand.
15. The Council reserves the right to cancel the tour in case of any unforeseen circumstances. Participants will be refunded accordingly.
16. It would be appreciated if the contents of this circular letter could be brought to the attention of all public officers serving in your Ministry/Department. A copy thereof 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
TOUR TO CAPE TOWN, SOUTH AFRICA (7 Nights' Stay)
Sunday 28th July 2019 to Monday 05 August 2019

Sunday 28th July 2018 – Departure from Mauritius to Cape Town on flight
Check in at SSR International Airport

		Day 1	Sunday, 28 July 2019
	13:15	Check in at SSR International Airport, Mauritius	
	16:16	Departure to Cape Town on flight No. MK 843	
	20:20	Arrival at Cape Town International Airport	
	21:00	Meet and greet by local representative	
	22:00	Transfer to hotel at Garden Court Nelson Mandela Boulevard (GCNMB)	
		Overnight stay at hotel	
		Dinner on board (flight)	
		Day 2	Monday, 29 July 2019
	7:00	Breakfast at hotel	
	8:00	Drive along Chapman's Peak	
	10:00	Visit the Cape of Good Hope Nature Reserve	
	12:30	Lunch - own arrangement	
	14:00	Visit Penguin Colony at Boulders Beach	
	18:00	Back to hotel	
	19:00	Dinner - own arrangement	
		Overnight stay at hotel GCNMB	
		Day 3	Tuesday, 30 July 2019
	8:00	Breakfast at hotel	
	9:00	Full day winelands tour with City Tour Stellenbosch and Franschhoek	
	12:30	Lunch - own arrangement	
	14:00	Continue with winelands tour with City Tour Stellenbosch and Franschhoek	
	17:00	Back to hotel	
	19:00	Dinner - own arrangement	
	Overnight stay at hotel GCNMB		
		Day 4	Wednesday, 31 July 2019
	7:00	Breakfast at hotel	
	8:00	Orientation city tour with drive through Malay Quarter	
	10:00	Table Mountain return cable ticket	
	11:30	Lunch - own arrangement	
	12:00	Drive past the Castle of Good Hope, Houses of Parliament and Company Gardens	
	13:00	Back to hotel	
	13:15	Free time for leisure/shopping on own	
	19:00	Dinner - own arrangement	
	Overnight stay at hotel GCNMB		
		Day 5	Thursday, 01 August 2019
	8:00	Breakfast at hotel	
	9:00	Visit to Two Oceans Aquarium	
	12:30	Lunch - own arrangement	
	14:00	Visit to World of Birds	
	16:00	Back to hotel	
	19:00	Dinner - own arrangement	
	Overnight stay at hotel GCNMB		

		Day 6	Friday, 02 August 2019
	8:00	Breakfast at hotel	
	9:00	Visit Bloubergstrand and tour along Marine Drive (with photo stops)	
	12:30	Lunch - own arrangement	
	14:00	Free time for leisure/shopping on own	
	17:00	Back to hotel	
	19:00	Dinner - own arrangement	
		Overnight stay at hotel GCNMB	
		Day 7	Saturday, 03 August 2019
	8:00	Breakfast at hotel	
	9:00	Visit to Iziko Museum	
	11:30	Lunch - own arrangement	
	13:00	Visit to Old Biscuit Mill	
	14:00	Back to hotel	
	19:00	Dinner - own arrangement	
		Overnight stay at hotel GCNMB	
		Day 8	Sunday, 04 August 2019
	8:00	Breakfast at hotel	
	9:00	Half day leisure time at the Waterfront (shopping)	
	12:30	Lunch - own arrangement	
	17:00	Check out from hotel	
	17:30	Dinner at restaurant	
	18:30	Check in at Cape Town International Airport	
	22:05	Departure to Mauritius on flight No. MK 844	



Participation Form

Sunday 28 July to Monday 05 August 2019

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:

Accompanied by:

Name	Relationship	D.O.B.	Age	Non Veg	Veg	Amount (MUR)
Self						
2						
3						
4						
5						
TOTAL						

NOTE

- (i) Original passport should be produced for check-in at the airport.
- (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 tour should submit photocopies of passports.
- (iii) Documents required for minor is as per ANNEX 3.
- (iv) Participants are recommended to make their own arrangements for travel insurance.
- (v) Participants, who are under medical supervision or who are on special drugs, should submit relevant details to the Public Officers' Welfare Council.
- (vi) The costs of any additional service/items, including beverages, not included in this package will have to be met by the participant.
- (vii) Participants should bear responsibility of any mishap caused by themselves or accompanied members of their family during the tour.
- (viii) Participants are required to comply with all instructions given by the group leaders/guides during the tour.
- (ix) All travelling documents must be original.

I and my family members confirm that we are participating in the Tour to Cape Town, South Africa 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. _____

Payment Effected by: Cash: _____ Cheque: _____

Bank Card: _____ Cheque No: _____

TRAVELLING CONDITIONS TO CAPE TOWN, SOUTH AFRICA

Minors

Minors younger than 18 years, traveling to/from South Africa:

- with both parents, if the minor's surname is not the same as both parents, must hold an original or a copy of a birth certificate or a passport containing the details of parents;
- with 1 parent, must hold an original or a copy of a birth certificate and:
 - a parental consent letter from the absent parent or legal guardian containing a copy of his/her passport or identity document and his/her contact details, or
 - a letter of special circumstances, or
 - a court order granting full parental responsibilities and rights or full legal guardianship to the present parent,
 - in case the other parent is deceased, a death certificate,
 - in case the name of 1 parent only (mother or father) is on the birth certificate containing information about the parent only;
- with an adult other than a parent, must hold an original or a copy of a birth certificate; and:
 - parental consent letters, copies of identification documents of parents/legal guardians, contact details of parents/legal guardians, and
 - contact details of the person in whose care the minor will be.