



Our ref: POWC/T/Ban/19/01

Date: 18 September 2019

From: *Organising Secretary, Public Officers' Welfare Council*
To: *Supervising Officers i/c Ministries/Departments*

Tour to Malaysia and Thailand

The Public Officers' Welfare Council (POWC) is organising a group tour to Malaysia and Thailand for public officers and their families. The flight details are as follows:

12 Nights' Stay	Departure from Mauritius (SSR International Airport) <i>Air Mauritius</i>			Departure from Kuala Lumpur (Kuala Lumpur International Airport) <i>Air Mauritius</i>		
	Date	Flight No.	Mauritian Time	Date	Flight No.	Malaysian Time
	Monday 18 November 2019	MK 646	2040 Hours	Sunday 01 December 2019	MK 647	1335 Hours

2. The package comprises the following:

- air tickets
- hotel accommodation with daily breakfast
 - 6 nights' stay at Holiday Inn Express Hotel or another Hotel of the same standard in Bukit Bintang, Kuala Lumpur, Malaysia
 - 2 nights' stay at Hotel Indra Regent or another Hotel of the same standard in Pattaya, Thailand
 - 4 nights' stay at Hotel Ibis or another Hotel of the same standard in Bangkok, Thailand
- Transfers in Malaysia and Thailand: Airport-Hotel-Airport by coach
- Air transfer Malaysia – Thailand – Malaysia
- Provision of an English speaking guide
- 4 lunches at different local restaurants
- entrance tickets to parks and visits to most attractive places as per programme (**Annex 1**)

3. Forty seats have been secured for each group and the **cost per person** is as follows:

Room Combination	Rate (MUR)
Single Room	68,250.00
Per Adult in Double Sharing Room	57,650.00
Per Adult in Triple Sharing Room	57,650.00

Child Policy	Rate (MUR)
Infants (up to 23 months) old sharing parents' bed	8,425.00
Child aged between 02 to 04 years old sharing parents' bed	32,350.00
Child aged between 05 to 11 years old sharing parents' bed	43,000.00
Child aged between 05 to 11 years old requiring additional bed	48,625.00

Note:

- (i) A person aged up to 23 months is considered as an infant;
- (ii) A person aged between 02 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.
- (v) A maximum of three participants can be accommodated in one room. Family combination of 4 participants (for example 2 adults and 2 children) would be dealt with as a special case basis and arrangements would be made to accommodate those families. In case of any additional cost arising, the applicant would be informed and is expected to effect the payment accordingly.

4. Participants should possess a passport valid for at least six months from the return date of the tour (valid till 01 June 2020). No entry visa is required for Mauritius passport holders to enter Malaysia and Thailand.

5. 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.

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

- (a) 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;
- (b) 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. The participant should make necessary arrangements to obtain a valid passport at the earliest possible and hence, submit a photocopy to the Council accordingly; and
- (c) relevant authorising documents from the nearest police station for children below the age of 18 (minor) who will not be accompanied by their parents on the tour.
- (d) photocopy of birth certificate for each participant as well as marriage certificate where applicable.

7. Payments will be received on a **“first come, first served basis”** on **Saturday 28 September 2019 from 0900 to 1200 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 to weekdays as from Monday 30 September 2019 from 0930 to 1400 hours.

Applicants are encouraged to effect payment preferably by bank card or cheque to the order of “Public Officers’ Welfare Council”.

8. 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.

9. 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.

10. Participants are required to comply with all instructions given by the group leaders/guides during the tour.








11. Participants should bear responsibility of any mishap caused by themselves or accompanied members of their family during the tour.
12. Participants are recommended to make their own arrangements for travel insurance.
13. Please note that, in Malaysia and Thailand, all money transactions are made in Malaysian Ringitt and Thai Baht respectively.
14. The Council reserves the right to cancel the tour in case of any unforeseen circumstances. Participants will be refunded accordingly.
15. It would be appreciated if the contents of this circular letter could be brought to the attention of all the staff of 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 Malaysia and Thailand
Programme 19th November 2019 - 01st December 2019
Check in at SSR International Airport on 18th November 2019 at 1740 hours
Departure at 2040 hours (Mauritian Time) on flight MK 646

Day 1		19th November 2019 - Arrival Kuala Lumpur
	1000 hrs	Arrival at Kuala Lumpur Airport (Transit in Singapore) Meet and greet with guide
	1200hrs	Putrajaya City Tour
	1300hrs	Lunch in restaurant
	1500hrs	Check in at hotel
		Free time for leisure
		Dinner - own arrangement
		Overnight stay in Kuala Lumpur
Day 2		20th November 2019- Kuala Lumpur
	0830hrs	Breakfast at hotel
		Full Day Genting Highlands
	0930hrs	Transfer to Genting Skyway Station, Cable Car Ride Lunch - own arrangement
	1800hrs	Back to hotel - late evening Dinner - own arrangement
		Overnight stay in Kuala Lumpur
Day 3		21st November 2019 - Kuala Lumpur
	0830hrs	Breakfast at hotel
		Proceed Half day sightseeing - King Palace, National Monument, Independent Square, Coffee Town, National Mosque, Twin Tower (Photostop)& Cocoa House
	0930hrs	
	1330hrs	Lunch - own arrangement
	1730 hrs	Back to hotel Dinner - own arrangement Overnight stay at hotel in Kuala Lumpur
Day 4		22nd November 2019 - Kuala Lumpur (Free Day - No Transport Service)
	0830 hrs	Breakfast at hotel
		Free Day
		Participants will have to arrange for lunch and dinner on their own
Day 5		23rd November 2019 - Bangkok - Pattaya, Thailand
	0830hrs	Breakfast at hotel
		Free time for leisure
	1200hrs	Lunch in restaurant
	1230 hrs	Transfer to Airport - Departure Flight to Bangkok, Thailand
	1800 hrs	Arrival Bangkok, Thailand Meet and greet with guide and transfer to Pattaya by coach
	2100hrs	Arrive at Pattaya and check in at hotel Dinner - own arrangement Overnight stay at Pattaya
Day 6		24th November 2019- Pattaya Tour
	0830hrs	Breakfast at hotel
	0930 hrs	Visit to Nong Nooch Village with Elephant Show and Thai Cultural show
	1230 hrs	Buffet lunch at Nong Nooch
	1630 hrs	Visit to Laser Buddha, Silver Lake Vineyard & Pattaya View Point
	1700 hrs	Back to hotel
		Free time for leisure
		Dinner - own arrangement Overnight stay at Pattaya
Day 7		25th November 2019 - Pattaya - Bangkok, Thailand
	0800 hrs	Breakfast at hotel.
	0830 hrs	Check out from Pattaya Hotel and transfer to Bangkok by coach
	1200 hrs	Lunch - own arrangement
		Bangkok city tour - Photostop Royal Grand Palace, visit Wat Po (The Reclining Buddha Temple), China Town, Giant Swing
	1300 hrs	
	1600 hrs	Check in at hotel
	1730 hrs	Evening visit to Asiatique Riverfront - Night Market Dinner - own arrangement
2100 hrs	Back to hotel and Overnight stay at Bangkok	

	Day 8	26th November 2019 - Bangkok Tour
	0630 hrs	Breakfast at hotel
	0700 hrs	Transfer to Damnoen saduak for visit to floating market by Coach
		Lunch - own arrangement
	1500 hrs	Transfer back to Bangkok
	Dinner - own arrangement	
	Overnight stay at Bangkok	
	Day 9	27th November - Bangkok (Free Day - No Transport Service)
	0830 hrs	Breakfast at hotel
		Free Day
	Participants will have to arrange for lunch and dinner on their own	
	Day 10	28th November 2019 - Bangkok, Thailand
	0800 hrs	Breakfast at hotel
		Visit Safari World (Safari Park & Marine Park)
	0830 hrs	Lunch included
	1600 hrs	Back to hotel
	Dinner - own arrangement	
	Overnight stay at Bangkok	
	Day 11	29th November 2019 - Bangkok, Thailand- Kuala Lumpur
	0800 hrs	Breakfast at hotel
	0900 hrs	Check out from hotel
	0930 hrs	Transfer to Bangkok Airport, Thailand for flight to Kuala Lumpur (subject to change)
	1510 hrs	Arrival at Kuala Lumpur Airport
		Lunch - own arrangement
1800 hrs	Transfer and check in to hotel	
	Dinner - own arrangement	
	Overnight stay in Kuala Lumpur	
	Day 12	30th November 2019 - Kuala Lumpur
	0830 hrs	Breakfast at hotel
	0930 hrs	Visit Batu Caves
		Lunch - own arrangement at Batu Caves
		Visit to Geneva watch factory gallery
		Visit Aquarium KLCC
1430 hrs	Back to hotel	
	Dinner - own arrangement	
	Overnight stay at hotel in Kuala Lumpur	
	Day 13	01st December 2019 - Kuala Lumpur
	0800 hrs	Breakfast at hotel
	0900 hrs	Checkout from hotel
	1030 hrs	Arrival at KL International Airport
	1335 hrs	Departure for SSR International Airport, Mauritius (transit in Singapore)
	1845 hrs	Arrival Mauritius - Local Time



Tour to Malaysia and Thailand
Monday 18 November to Sunday 01 December 2019
Participation 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).....

Email Address:

Emergency Contact Person: Phone Number:

Accompanied by:

Name	Relationship	D.O.B.	Age	Non Veg	Veg	Amount (MUR)
Self						
2						
3						
4						
5						
6						
TOTAL						

NOTE

- (i) Original passports should be produced for check-in at the Airport.
- (ii) Participants, who are under medical supervision or who are on special drugs should submit relevant details to the organizers when applying for tickets.
- (iii) The costs of any additional service/items, including beverages, not included in this package will have to be met by the participant.
- (iv) Participants should bear responsibility of any mishap caused by themselves or accompanied members of their family during the tour.
- (v) Participants are required to comply with all instructions given by the group leaders/guides during the tour.

I and my family members confirm that we are participating in the Tour to Malaysia and Thailand 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.

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Date

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Signature of Applicant

For office use only

Amount Paid _____

Receipt No. _____

Payment Effected
 by: Cash:

Cheque:

Bank Card:

Cheque No: