



Our ref: POWC/REU/19/02

Date: 12 September 2019

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 Sunday 15 to Thursday 19 December 2019.

2. The flight details are as follows:

4 Nights' Stay at Sud Hotel, Le Tampon, Réunion Island	<i>Departure from Mauritius (SSR International Airport) Air Mauritius</i>			<i>Departure from Réunion Island (Roland Garros Airport) Air Mauritius</i>		
	<i>Date</i>	<i>Flight No.</i>	<i>Time (Hours)</i>	<i>Date</i>	<i>Flight No.</i>	<i>Time (Hours)</i>
	Sunday 15 December 2019	MK 218	1005	Thursday 19 December 2019	MK 239	1730

3. The special full board package comprises the following:

- (i) air tickets;
- (ii) travel insurance;
- (iii) four nights' hotel accommodation;
- (iv) transfers (Airport – Hotel – Airport);
- (v) daily 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 room category is as follows:

Room Category	Room Combinations	Amount (MUR)
Single Room	01 Adult	26 850
Single Room	01 Adult & 01 child (3-5) years	39 900
Double Room	01 Adult & 01 child (6-16) years	41 900
Double Room	01 Adult & 02 children (3- 5) years	54 925
Double Room	01 Adult, 01 child (3-5) years & 01 Child (06-16) years	54 925
Double Room	02 Adults	46 075
Double Room	02 Adults & 01 child (3-5) years	59 125
Triple Room	01 Adult & 02 children (6-16) years	56 925
Triple Room	02 Adults & 01child (6-16) years	62 100
Triple Room	03 Adults	65 800

Note:

- (i) A person aged up to 35 months is considered as an infant and the cost applicable per infant is as follows

Age Category	Amount (MUR)
0-23 months	1450
24-35 months	13 050

- (ii) A person aged between 3 to 16 years is considered as a child;
(iii) A person aged 16 years and above is considered as an adult;
(iv) A person aged 60 years and above (senior citizen) benefits a discount of MUR 500 on the package.
(v) A maximum of three persons can be accommodated in one room.

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 non-availability or invalid passport, participants will have to submit a photocopy of Birth Certificate or National Identity Card when effecting payment until issuance or 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.
(d) photocopy of birth certificate for each participant as well as marriage certificate where applicable.

All participants should possess a passport valid for at least six months from the return date of the Tour. (Valid till 19 June 2020). No entry visa is required for Mauritian passport holders to enter Réunion Island.

6. Payments will be received on a **"first come, first served basis"** on **Saturday 28 September 2019 from 1230 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 30 September 2019 from 0930 to 1400 hours.

Applicants are encouraged to effect payment by bank card or 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, in Réunion Island, all money transactions are made in EURO.

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. 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
(Sunday 15 to Thursday 19 December 2019)**

Sunday 15 December 2019



- 1005 hrs Check-in at SSR International Airport (Departure 1005 hrs on Flight MK 218)
- 1050 hrs Arrival at Roland Garros Airport, Reunion Island
- 1130 hrs Excursion Salazie/ Hell Bourg (The largest natural amphitheatres)
- 1230 hrs Lunch in Restaurant
- 1630 hrs Check in at Hotel
- 1900 hrs Dinner at Hotel (Dress code: Casual)

Monday 16 December 2019



- 0700 hrs Breakfast at Hotel
- 0800 hrs 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
- 1900 hrs Dinner at Hotel (Dress code: Casual)

Tuesday 17 December 2019



- 0700 hrs Breakfast at Hotel
- 0730 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
- 1900 hrs Dinner at Hotel (Dress code: Casual)

Wednesday 18 December 2019



- 0700 hrs Breakfast at Hotel
- 0730 hrs Excursion Cilaos
- 1200 hrs Lunch in Restaurant
- 1400 hrs Free time at Cilaos
- 1630 hrs Back to Hotel
- 1900 hrs Dinner at Hotel (Dress code: Casual)

Thursday 19 December 2019



- 0700 hrs Breakfast at Hotel
- 0930 hrs Free time for Shopping
- 1230 hrs Lunch in Restaurant
- 1400 hrs Check out from Hotel
- 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
Sunday 15 December to Thursday 19 December 2019

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'Hébergement" 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 years 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 Réunion 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. _____

