Our ref: POWC/TMS/17/01 Date: 20 February 2017

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

Tour to Singapore and Malaysia

The Public Officers’ Welfare Council is organising a group tour to Singapore and Malaysia for public officers and their families from Monday 10 to Thursday 20 April 2017.

2. The flight details are as follows:

<table>
<thead>
<tr>
<th>9 nights’ stay</th>
<th>Departure from Mauritius (SSR International Airport) Air Mauritius</th>
<th>Departure from Kuala Lumpur (Kuala Lumpur International Airport) Air Mauritius</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date</td>
<td>Flight No.</td>
<td>Time (Hrs)</td>
</tr>
<tr>
<td>Monday 10 April 2017</td>
<td>MK 646</td>
<td>20:40</td>
</tr>
</tbody>
</table>

3. The specially negotiated package comprises the following:
- a return air ticket
- hotel accommodation with daily breakfast
  - 2 nights’ stay at Hotel Grand Central (4 Star Hotel in Singapore)
  - 2 nights’ stay at Sunway Clio (4 Star Hotel in Malaysia)
  - 5 nights’ stay at Hotel 360 Metro (4 Star Hotel in Malaysia)
- transfers: Airport-Hotel-Airport
- transfer from Singapore to Malaysia
- luggage lorry
- English speaking guide
- 4 lunches and 1 dinner at different restaurants
- entrance tickets to the parks and visits to most attractive places (Programme at Annex 1)
4. 40 seats have been secured for the group and the **cost per person** is as follows:

<table>
<thead>
<tr>
<th></th>
<th>Rate (MUR)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single Room</td>
<td>63 800</td>
</tr>
<tr>
<td>Double Sharing Room</td>
<td>49 800</td>
</tr>
<tr>
<td>Triple Sharing Room</td>
<td>49 600</td>
</tr>
</tbody>
</table>

**Child Policy:**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Child sharing parents’ bed (03-11 years)</td>
<td>35 600</td>
</tr>
<tr>
<td>Child requiring additional bed (03-11 years)</td>
<td>40 500</td>
</tr>
<tr>
<td>Child aged 24 to 35 months</td>
<td>19 100</td>
</tr>
<tr>
<td>Infants (0-23 months)</td>
<td>2800</td>
</tr>
</tbody>
</table>

**Note:**

(i) A person aged 12 years and above is considered as an adult
(ii) A person aged 60 years and above (Senior citizen) will benefit a discount of Rs 500 on the package.

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. 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 Singapore/Malaysia.

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

(a) Photocopy of recent payslip or top part of payslip indicating the name, paysite code and NIC number or any written evidence/document attesting that the applicant is a public officer actually in service;

(b) Photocopy of passport of all participants. However, in case of invalid passport, participants will have to submit copy of birth certificate or National Identity Card when effecting payment until renewal of passport.

(c) Relevant authorising documents from the nearest police station for children below 18 years who are not accompanied by their parents.

8. Payments will be received on a **“first come first served basis”** on **Saturday 04 March 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 to weekdays from **Monday 06 March 2017** as from 0930 to 1430 hours. Payments may be effected by cash or cheque to the order of “Public Officers’ Welfare Council”.

9. Participants willing to avail themselves of the passage benefits will have to make their own arrangements with the Accountant-General.

10. In case of cancellation after issue of tickets, a fee would be charged.

11. Participants will be required to comply with all instructions given by the group leaders/guides during the tour.

12. Participants will bear responsibility of any mishap caused by themselves or accompanied members of their family during the tour.

P.T.O
13. Participants are advised to make their own arrangements for travel insurance.

14. Please note that all money transactions are made in **Ringgit** and **Singaporean dollar** in Malaysia and Singapore respectively.

15. The Council reserves the right to cancel the trip 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 the staff of your Ministry/Department.

17. A copy thereof is also posted on the Council’s website: [http://powe.govmu.org](http://powe.govmu.org)

[Signature]

S. Bundhoo (Mr.)

Organising Secretary

Copy to: Presidents of Staff Welfare Associations Enc.