Our ref: POWC/REU/19/01
Date: 02 May 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 Thursday 25 July to Monday 29 July 2019.

2. The flight details are as follows:

<table>
<thead>
<tr>
<th>4 Nights’ Stay at Tulip Inn Hotel Sainte Clotilde Reunion Island</th>
<th>Departure from Mauritius (SSR International Airport) Air Mauritius</th>
<th>Departure from Reunion Island (Roland Garros Airport) Air Mauritius</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date</td>
<td>Flight No.</td>
<td>Time (Hours)</td>
</tr>
<tr>
<td>Thursday 25 July 2019</td>
<td>MK 218</td>
<td>1005</td>
</tr>
</tbody>
</table>

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. Forty seats have been secured for the group and the cost per room category is as follows:

<table>
<thead>
<tr>
<th>Room Category</th>
<th>Room Combinations</th>
<th>Amount (MUR)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single Room</td>
<td>01 Adult</td>
<td>29 425</td>
</tr>
<tr>
<td>Single Room</td>
<td>01 Adult &amp; 01 child (3-8) years</td>
<td>42 025</td>
</tr>
<tr>
<td>Double Room</td>
<td>01 Adult &amp; 01 child (8-11) years</td>
<td>45 900</td>
</tr>
<tr>
<td>Double Room</td>
<td>01 Adult &amp; 02 children (3-8) years</td>
<td>58 600</td>
</tr>
<tr>
<td>Double Room</td>
<td>01 Adult, 01 child (3-8) years &amp; 01 Child (08-11) years</td>
<td>58 600</td>
</tr>
<tr>
<td>Double Room</td>
<td>02 Adults</td>
<td>48 475</td>
</tr>
<tr>
<td>Double Room</td>
<td>02 Adults &amp; 01 child (3-8) years</td>
<td>61 150</td>
</tr>
<tr>
<td>Triple Room</td>
<td>01 Adult &amp; 02 children (8-11) years</td>
<td>62 225</td>
</tr>
<tr>
<td>Triple Room</td>
<td>02 Adults &amp; 01 child (8-11) years</td>
<td>64 725</td>
</tr>
<tr>
<td>Triple Room</td>
<td>03 Adults</td>
<td>67 200</td>
</tr>
</tbody>
</table>
Note:
(i) A person aged up to 35 months is considered as an infant and the cost applicable per infant is as follows

<table>
<thead>
<tr>
<th>Age Category</th>
<th>Amount (MUR)</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-23 months</td>
<td>1300</td>
</tr>
<tr>
<td>24-35 months</td>
<td>12 700</td>
</tr>
</tbody>
</table>

(ii) A person aged between 3 to 11 years is considered as a child;
(iii) A person aged 12 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.

All participants should possess a passport valid for at least six months from the return date of the Tour. (Valid till 29 January 2020). No entry visa is required for Mauritian passport holders to enter Reunion Island.

6. Payments will be received on a “first come, first served basis” on Saturday 01 June 2019 from 0900 to 1400 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 03 June 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 Reunion 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
### Thursday 25 July 2019

- **1005 hrs** Check-in at SSR International Airport (Departure 1005 hrs on Flight MK 218)
- **1050 hrs** Arrival at Roland Garos Airport, Reunion Island
- **1130 hrs** Excursion Salaize/ 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)

### Friday 26 July 2019

- **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
- **1900 hrs** Dinner at Hotel (Dress code: Casual)

### Saturday 27 July 2019

- **0700 hrs** Breakfast at Hotel
- **0730 hrs** Excursion “Tour de L’île”
- **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)

### Sunday 28 July 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)

### Monday 29 April 2018

- **0700 hrs** Breakfast at Hotel
- **0900 hrs** Check out from Hotel
- **0930 hrs** Free time for Shopping at St. Denis
- **1230 hrs** Lunch in Restaurant
- **1530 hrs** Arrival at Roland Garos Airport (Departure at 1730hrs on Flight MK239)
- **1815 hrs** Landing at SSR International Airport, Mauritius
Tour to Reunion Island
Thursday 25 July to Monday 29 July 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:

<table>
<thead>
<tr>
<th>Name</th>
<th>Relationship</th>
<th>DOB</th>
<th>Age</th>
<th>Veg</th>
<th>Non-Veg</th>
<th>Amount (MUR)</th>
</tr>
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<tbody>
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<td>Self</td>
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<td>6</td>
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</tr>
</tbody>
</table>

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. ____________