

Open University  
*of* Mauritius



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**ANNUAL REPORT**

1 JANUARY 2016-30 JUNE 2017

Open University  
*of* Mauritius



**OPEN UNIVERSITY OF MAURITIUS**

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**1 JANUARY 2016 - 30 JUNE 2017**

# LETTER OF TRANSMITTAL

The Honourable Minister of Education and Human Resources  
Tertiary Education and Scientific Research  
2nd Floor, MITD House  
PHOENIX

## **Honourable Minister**

I have the honour of submitting the report of activities of the Open University of Mauritius for the period 1 January 2016 – 30 June 2017.

Yours faithfully



**Mr R Duva Pentiah, CSK**  
Chairperson  
Open University of Mauritius

# CORPORATE INFORMATION

## CHAIRPERSON

Mr Rajeswara DUVA PENTIAH, CSK

## DIRECTOR-GENERAL

Dr Kaviraj Sharma SUKON

## POSTAL and PHYSICAL ADDRESS

Réduit  
Mauritius

## POSTAL CODE

80835

## TELEPHONE

403 8200

## FAX

464 8854

## EMAIL

[openuniversity@open.ac.mu](mailto:openuniversity@open.ac.mu)

## WEBSITE

[www.open.ac.mu](http://www.open.ac.mu)

## BANKER

State Bank of Mauritius

## LEGAL ADVISER

Solicitor General's Office

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## CHAIRPERSON'S PREFACE



The Strategic Plan 2017-2025 of the Open University of Mauritius (OU) and a new integrated Information System are now under implementation. The Strategic Plan focuses on the University's endeavours to offer high quality education to learners and to create the necessary motivation for the staff to steer the University towards its goals, whereas the new integrated Information System will be a vital tool for enhanced efficiency in the various operations of the University.

One of the key actions of OU to achieve its strategic objectives is the development of a Quality Assurance (QA) Policy and its Implementation Plan. To this end, the University has set up its QA team to develop a QA Framework and has signed an Agreement with the Commonwealth of Learning, which has deputed a Consultant to come up with the Policy and Plan. Further, the Consultancy will develop an institutional Monitoring and Evaluation (M&E) Plan, and assist in building capacity of the staff in M&E.

Student enrolment continues to increase and so far, more than 700 graduates have been awarded a degree at undergraduate, postgraduate and doctoral levels. During the period under review, OU offered Continuous Professional Development (CPD) courses to both public and private sector employees, in partnership with the Royal College of Physicians of Edinburgh (RCPE), and Imperial College, London, among other international institutions.

OU is giving attention to internationalization of higher education, and has participated in a number of international Education Fairs in Kenya and Uganda to attract learners from the African region. An Africa Strategy is being fine-tuned to bring Open and Distance Learning to more students in Africa. Rodrigues is also on board since discussions have been held with the Rodriguan Authorities to establish a Study Centre there to support the large number of Rodriguan students of OU.

As regards good governance, in consonance with the Code of Corporate Governance for Mauritius issued by the National Committee on Corporate Governance under the Financial Reporting Act 2004 to develop good governance practices, the Corporate Governance Committee of OU is overseeing all matters concerning Corporate Governance activities of the University aimed at promoting and achieving its objectives. The Committee will also ensure that disclosures are made in its Annual Report in compliance with the disclosure provisions in the Code of Corporate Governance.

On a concluding note, I extend my thanks to all Board Members, the Director-General and his staff for their contribution in the achievements of OU during the period under review.



**Mr R Duva Pentiah, CSK**  
Chairperson  
Open University of Mauritius

25 October 2017

## DIRECTOR-GENERAL'S FOREWORD



Open University of Mauritius celebrates its 5th anniversary in July 2017. In this context, the year 2016 has been very important. It was not only the time to celebrate achievements but it was also the time to start reviewing strategies; reviewing programmes; and consolidating our academic force. Consequently, we began consultations with both internal and external stakeholders in order to develop our strategic plan to chart the way till 2025. We felt a lot of enthusiasm and commitment to take our university to greater heights, especially in an increasingly competitive environment.

While pursuing our philosophy of offering high quality education in a flexible mode and at an affordable cost, our young university consolidated its financial position further and came closer to its goal of becoming financially independent. The total revenue generated by OU rose to Rs 201 m during the eighteen-month period ending 30 June 2017. It is worth noting that there has been no rise in course fees since the establishment of OU. Moreover, the fees charged by OU remain highly competitive in Mauritius.

The launching of the Master of Public Health in collaboration with the prestigious Imperial College, London was a major milestone for year 2016. The enrolment was twice the number we had expected. Most of the learners were medical professionals. Our Continuous Medical Education (CME) courses in collaboration with the Royal College of Physicians of Edinburgh (RCPE) continue to attract larger numbers of doctors and stakeholders.

2016 was also marked by the second and third batch of undergraduate learners proudly receiving their degrees during the memorable convocation ceremonies. More than 700 learners received their certificates in various fields including marketing, business administration, languages and ICT.



In the year 2017, OU awarded its first doctorate degree at its fourth Graduation Ceremony which was graced by the Hon. Mrs Leela Devi Dookun-Luchoomun, Minister of Education and Human Resources, Tertiary Education and Scientific Research.

During the year 2016/17, the enrolment rate of learners of OU showed a positive growth which resulted in a total enrolment figure of approximately 5,000 by the end of June 2017.

OU also strengthened its position as a provider of Continuous Professional Development (CPD) courses. The Open School mounted and offered specific tailor-made courses for officers in the Public Service whereby more than 500 officers in grades of Confidential Secretary, Management Support Officer and Office Management Assistant were successfully trained.

We also consolidated our collaboration with the private sector by developing tailor-made courses. The Open School designed a Pharmacy Management course in collaboration with the client before producing the necessary learning materials. The programme was offered in blended mode so that there is least disturbance at the workplace.

On the international front, OU is a member of major regional and international University Associations and it has signed several agreements with universities in Africa, Asia, Europe and USA in the area of staff and student exchange, licensing of Open and Distance Learning (ODL) programmes, development of joint award programmes, among others.

We continue to invite experts from overseas to advise, teach and conduct research. In 2016, Dr Graham Easton and Prof R Banarsee from Imperial College, London were at our University. Dr G Easton taught a short course on Consultation Skills for Medical Doctors and Healthcare Professionals.

We seize every opportunity to strengthen our bonds with our learners. To this end, several events were organised to engage them in activities, such as World Book Day, Spanish Fiesta, German Show and end-of-year party.

Our staff are our most important asset and we have their interests at heart. OU strives to provide them with the most appropriate working environment as well as personal and professional development opportunities. In this line, staff at all levels benefitted from trainings, workshops and seminars both locally and abroad. In addition, OU continued to reinforce its organisational structure by recruitment of key personnel at various levels. Within its first four years of existence, OU undertook several actions to consolidate its organisational structure. Accordingly, the Administration Division, the Finance Division and the ICT Unit were reinforced with the recruitment of the Registrar, the Financial Controller, five Administrative Officers and two Systems Analyst/Senior Systems Analysts. Three Lecturers have also been recruited to strengthen the Academic Affairs Division.

In addition to the above external appointments, internal staff have also been offered opportunities for appointment to higher posts. Thus, two senior staff of the management team have been appointed at levels of Director (Open School) and Internal Auditor/ Senior Internal Auditor respectively. Moreover, three administrative staff have been appointed as Administrative Officers. In addition, two Lecturers have been promoted to the grade of Senior Lecturer, three technical staff to the grade of Senior Technical Executive (Engineering and Technology Services), Technical Executive (Engineering and Technology Services) and Senior Technician (Engineering and Technology Services) and two Office Attendants promoted to the grade of Senior/Head Office Attendant respectively.

We have also upgraded the Internet network on our premises and an integrated software system is being installed to enhance efficiency and effectiveness.

I would like to express my sincere thanks to the Hon. Minister, the Chairperson of the Board, the Senior Chief Executive of the parent Ministry, all the members of the Board, members of staff, learners, part-time lecturers, and other stakeholders for their support in the success of our young University that is forging ahead with renewed energy.



**Dr K S Sukon**  
Director-General  
Open University of Mauritius

25 October 2017

# **INTRODUCTION**

The Open University of Mauritius (OU) is a body corporate. It was enacted by the parliament of Mauritius. The Act is cited as the Open University of Mauritius Act No. 2 of 2010 as amended in 2012.

The aim of OU is to conduct its affairs in accordance with the statutes and principles established by its Act and in accordance with all relevant and applicable legislation, rules and regulations.

## **Objects of OU**

The objects of OU are to:

- (a) advance and disseminate learning and knowledge through a diversity of means, with emphasis on information and communication technologies;
- (b) provide wider opportunities for education and training to the population, through open and distance learning, and promote lifelong learning;
- (c) encourage the use of open and distance learning at all levels of education and training through collaboration, optimal use of existing resources and good practices;
- (d) encourage and promote scholarship and conduct research and development in educational technology and related matters;
- (e) be the focal point for the provision of open and distance learning in Mauritius through the establishment of active partnerships with local public and private institutions, as well as overseas institutions engaged in providing education and training.

## **Functions of OU**

The functions of OU are outlined under Part II Section 5 of the Open University Act No. 2 of 2010 (refer to Annex 1).

## **Powers of OU**

To enable OU to attain its objects and discharge its functions most effectively, the Open University Act No. 2 of 2010 makes provision under Part II Section 6 for the powers of OU (refer to Annex 2).

## VISION

The vision of OU is to be among the leading open universities recognized worldwide for providing high-quality education and training.

## MISSION

The mission of OU is to provide quality education to people of all backgrounds from Mauritius and around the world with the ultimate aim of developing their intellectual, moral, civic and creative capacities to the fullest, so that they can lead a life full of dignity while contributing meaningfully to the socio-economic development of their nation.

Therefore, OU endeavours to

1. Expand the scope and scale of quality higher education available to school leavers;
2. Provide greater access to continuing professional education, skills development and training at an affordable cost;
3. Provide more opportunities for lifelong learning;
4. Play a leading role in research and development and application of learning technologies for education and training;
5. Foster national, regional and international partnerships and collaborations for the optimal use of resources for open and distance learning; and
6. Provide quality learning programmes in Mauritius and the region in a learner-centred environment using state-of-the-art information and communication technologies.

## STRATEGIC DIRECTIONS

OU has been the fastest growing public university during the last five years while being the only ISO-Certified public university of Mauritius.

A large number of learners, mainly adults, joined OU because of the flexibility it provides. OU made a significant difference in the lives of learners who could not be at university on full-time or part-time basis. Through its blended mode of learning, OU has broadened access to university education. Thus, employees can earn a qualification while working; learners may also wish to work part-time and study; and others, including retired persons as well as people having to look after their family during the day, can study at their own pace and place.

OU has created affordable and high-quality blended learning materials with the help of reputed international partners. This has allowed OU to be the second largest public university locally in terms of enrolment.

OU's Strategic Plan for the period 2012-2017 played a pivotal role in establishing the University. However, with rapid changes in the higher education landscape, OU had to re-engineer its future plans and objectives in order to meet the new challenges.

The new Strategic Plan 2017–2025 which will be operational as from July 2017 has therefore been designed to be at the core of our future aspirations. It sets out the University’s vision by continuing to push boundaries and embracing opportunities. Delivering this plan will require that OU be more responsive to shifts in its operating environment and particularly become alert in its approach. Positioning OU at the forefront of future technology trends is critical if it is to meet the needs of the diverse population of students and compete successfully in the rapidly evolving higher education landscape.

## STRATEGIC OBJECTIVES 2012-2017

Strategy 1: Build an Excellent Faculty

Strategy 2: Develop Quality Distance Education and Online Learning (DEOL) programmes

Strategy 3: Multimedia Materials

Strategy 4: Quality Assurance

Strategy 5: Enhance and Better Serve the Student Body - Effective Customer Care

Strategy 6: Evaluation, Assessment and Mechanism

Strategy 7: Marketing

Strategy 8: Financing

## VALUES

The Values of OU are:

- Openness, Diversity and Inclusion
- Excellence
- Engagement
- Integrity

# CORPORATE GOVERNANCE REPORT

## Compliance Statement

Corporate Governance is the combination of processes and structures implemented by the Board of OU in order to inform, direct, manage and monitor the activities of the University towards the achievement of its objectives.

OU is committed to a high standard of corporate governance and complies with the recommendations of the Report on Corporate Governance for Mauritius, issued by the National Committee on Corporate Governance, as applicable to state-owned enterprises.

OU has always recognised the importance of good governance as being critical to the effective performance and operation of the University. We hold strong values of responsibility and integrity. We are committed to an environment where open and honest communication is the expectation, not the exception.

## THE BOARD

The Open University Act No. 2 of 2010 under Part III 'Administration' makes provision for the appointment of the Chairperson and its members.

The Board is constituted as follows:-

SN	Name of Directors	Board Appointments
1.	Mr R Duva Pentiah, CSK Chairperson	Appointed by the Prime Minister
2.	Dr K S Sukon	Appointed by Prime Minister on advice of Minister of Education and Human Resources, Tertiary Education and Scientific Research
3.	Mr R P Ramlugun	Appointed by Minister of Education and Human Resources, Tertiary Education and Scientific Research
4.	Mrs S Gayan, GOSK	
5.	Mr P Ramsurrun	
6.	Mrs R D Rampersad	
7.	Mr J Ramdenee	
8.	Mr J Malié	
9.	Mr M Sohoraye	Elected by and from the academic staff
10.	Mrs P Ramdoo-Sadien	Elected by and from the general staff

## Functions and Powers of the Board

The Board is the governing body having the direction and superintendence of OU and its principal functions include:

- (a) devising or approving strategic plans and policies for OU;
- (b) overseeing its management and development;
- (c) monitoring and reviewing its operations; and
- (d) providing rigorous accountability standards in its various operations.

The Board may

- (a) on behalf of OU:
  - (i) confer honorary degrees;
  - (ii) appoint the academic and general staff;
  - (iii) manage and control its affairs, property and finance;
  - (iv) subject to the *Public Procurement Act*, enter into any contract or other arrangement;
  - (v) institute or discontinue courses of study; and
  - (vi) take any decision on a question of policy relating to its administration and functioning;
- (b) do all such things as may be necessary for, or incidental or conducive to, the performance of its functions as outlined under Part III Section 10 (1) of Open University of Mauritius Act No. 2 of 2010.

## Chairperson of the Board

The Chairperson shall –

- (a) preside at every meeting of the Board and any Convocation;
- (b) ensure that the decisions taken by the Board are implemented; and
- (c) perform such other duties and exercise such powers as may be assigned to him by the Act or the statutes.

## Tenure of Office of Members of the Board

Every appointed or elected member of the Board shall hold office for a term of 3 years.

An appointed member shall be eligible for reappointment for not more than one further term of 3 years.

## Board Meeting

The procedure to be observed for the convening and holding of meetings of the Board are specified in the Statutes.

## REMUNERATION OF BOARD MEMBERS

During the period under review, the Chairperson of OU drew a monthly fee of Rs 29,925, in line with the recommendations of the PRB Report 2016.

The Board meetings are held in line with Schedule (Sections 2 and 23) of the Statutes of the Open University of Mauritius Act No. 2 of 2010.

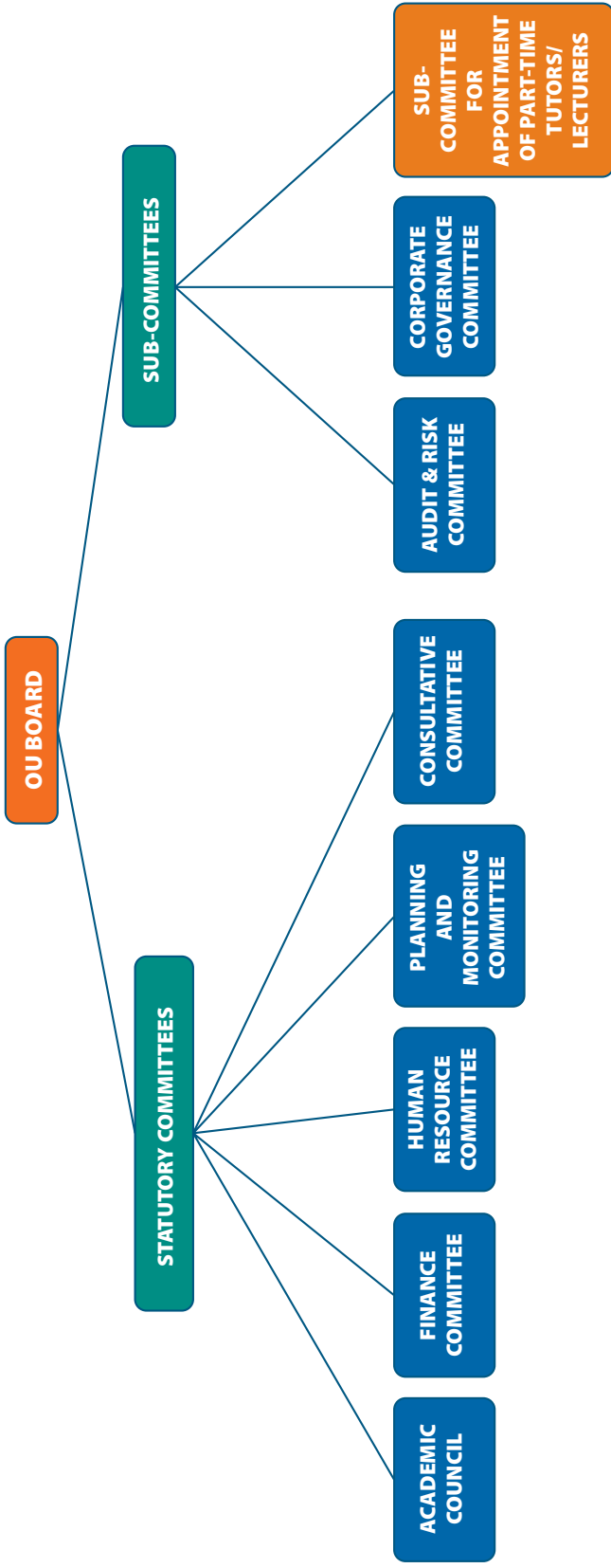
### Attendance and Remuneration at Board Meetings

Membership	Name/Position	Attendance for the period January 2016 to June 2017 (Total out of 18 meetings)	Remuneration received during the period January 2016 to June 2017 (Rs)
Chairperson	Mr R Duva Pentiah, CSK	17	3,910 (transport allowance only)
2 Executive Heads of local public tertiary education institutions having developed partnerships with OU	Mrs S Gayan, GOSK Director-General Mahatma Gandhi Institute/ Rabindranath Tagore Institute	9	10,080
	Mr P Ramsurrun Ag Registrar <i>Université des Mascareignes</i>	18	20,160



2 persons who shall have substantial knowledge and experience of tertiary education and open and distance learning	Mrs R Rampersad Educational Technologist University of Mauritius	15	16,800
	Mr J Malié Former Rector St Esprit College	18	20,160
1 person from the private sector who shall have substantial industrial experience	Mr J Ramdenee Managing Director Trio Contracting Ltd and Director of JRS Integrated Farms Limited	9	10,080
1 person from the public sector	Mr R P Ramlugun Senior Chief Executive Ministry of Education & Human Resources, Tertiary Education & Scientific Research	17 (Acted as Chairperson for 1 Board during the absence of Mr R Duva Pentiah)	19,040
1 person from civil society and engaged in community service	Vacant	Nil	-
1 person elected by and from the academic staff	Mr M Sohoraye Lecturer OU	16	14,240
1 person elected by and from the general staff	Mrs P Ramdoo-Sadien Internal Auditor/Senior Internal Auditor OU	16	14,240
The Director-General	Dr K S Sukon	18	16,020

# The Board's Structure for Corporate Governance



## Committees

The Board has set up the following statutory committees to assist in the performance of its functions:

- Finance Committee
- Human Resource Committee
- Planning and Monitoring Committee
- Consultative Committee

In order to facilitate the effective running of the University, the Board has also established a number of Sub-Committees. Specific responsibilities are delegated to these Sub-Committees which are as follows:

- Audit and Risk Committee
- Corporate Governance Committee
- Sub-Committee for Appointment of Part-Time Tutors/Lecturers

All Chairs of the Statutory and Sub-Committees report orally on the proceedings of their committees at the subsequent Board Meeting. Minutes of the Committee meetings are provided to the Board.

## Academic Council

The Academic Council

- (a) is the principal academic body of OU;
- (b) has control on general regulation of teaching, examination, and research;
- (c) is responsible for the maintenance of appropriate standards and discipline among the learners of OU; and
- (d) grants transfer of credits to learners in respect of learning acquired in another institution.

The constitution of the Academic Council, the term of office of its members, its functions and powers and the procedure to be observed for the convening and holding of its meetings are as specified in the Statutes.

**Composition and Membership of OU Academic Council and Attendance at the Council Meetings and Remuneration**

<b>Membership</b>	<b>Name/Position</b>	<b>Attendance for the period January 2016 to June 2017 (Total out of 6 meetings)</b>	<b>Remuneration received during the period January 2016 to June 2017 (Rs)</b>
Chairperson	Dr K S Sukon Director-General	6	Nil
The Executive Director of the Tertiary Education Commission or his Representative	Prof K M S Soyjaudah	1	890
	Mr A Valaydon	2	1,780
	Prof S Nair	1	890
Representative of the University of Mauritius	Dr S Rosunee Associate Professor University of Mauritius	4	3,560
Representative of the University of Technology, Mauritius	Dr N Jaypaul Head of School of Health Sciences	4	4,480
The Chief Technical Officer of the Ministry responsible for the subject of education or his representative	Dr A K Taher Chief Technical Officer (Education)	0	0
2 representatives of public tertiary level institutions having developed partnerships with OU, to be nominated by the Minister	Vacant	–	–
Representative of the Director of Academic Affairs	Mr R Dhurbarrylall Associate Professor OU	5	4,450

Representative of Director of Multimedia Division	Mr S A Latchayya Head Audio-Video Production OU	4	3,560
Representative of Director, ICT Division	Mr P Murdan Systems Analyst/Senior Systems Analyst OU (until September 2016)	2	1,780
Representative of Director, Open School	Mr I Seetaramadoo Director, Open School OU	6	5,340
Representative of Director, Quality Assurance & Capacity Building	Mr V Patten Head, Graphics, Publishing & Printing OU	4	3,560
Head of Finance Section	Mr S Nunkoo Financial Controller OU	6	5,340
Representative of learners to be nominated by the Board	Vacant	–	–
Representative of the academic staff elected by and from the academic staff	Mr A C Gokhool Lecturer OU	6	5,340
Such other members, not exceeding 3 in number, as may be co-opted by the Board, including one person with experience and interest in research	Mr B Seetannah Associate Professor University of Mauritius	5	4,450
	Dr R Nunkoo Senior Lecturer University of Mauritius	3	2,670

## Convocation

The procedure for a convocation of OU is specified in the Statutes.

## Officers of OU

The Director-General appointed by the Prime Minister on the recommendation of the Minister of Education & Human Resources, Tertiary Education & Scientific Research, is the Chief Executive and Academic Officer of OU.

## Director-General

There shall be a Director-General of OU who shall –

- (a) be appointed by the Prime Minister on the recommendation of the Minister of Education & Human Resources, Tertiary Education & Scientific Research;
- (b) be the chief executive and academic officer of OU; and
- (c) hold office on such terms and conditions as may be specified in the Statutes.

The Heads of Divisions and Institutes and the Registrar are appointed and hold office on such terms and conditions as specified in the Statutes.

## FINANCE COMMITTEE

### **Chairperson:**

Mr P Ramsurrun, Ag Registrar, *Université des Mascareignes*

### **Members:**

- Dr K S Sukon, Director-General, OU
- Mrs R D Rampersad, Educational Technologist, University of Mauritius
- Mr J Ramdenee, Managing Director, Trio Contracting Ltd
- Mr J Malié, Former Rector, St Esprit College

The Finance Committee's responsibility is to make recommendations to the Board on:

- (a) the financial position of OU from time to time;
- (b) all other matters relating to finance; and
- (c) such other matters on which it may be requested by the Board to report.

## Attendance and Remuneration at Finance Committee Meetings

Membership	Name/Position	Attendance for the period January 2016 to June 2017 (Total out of 16 meetings)	Remuneration received during the period January 2016 to June 2017 (Rs)
Chairperson	Mr P Ramsurrun Ag Registrar <i>Université des Mascareignes</i>	16	35,600
Member	Mrs R Rampersad Educational Technologist University of Mauritius	14	15,680
Member	Mr J Malié Former Rector St Esprit College	11	12,320
Member	Mr J Ramdenee Managing Director Trio Contracting Ltd and Director of JRS Integrated Farms Limited	7	7,840
Member	Dr K S Sukon Director-General OU	16	14,240

## HUMAN RESOURCE COMMITTEE

### Chairperson:

Mr R P Ramlugun, Senior Chief Executive, Ministry of Education & Human Resources, Tertiary Education & Scientific Research

### Members:

- Dr K S Sukon, Director-General, OU
- Mrs S Gayan, Director-General, MGI/RTI
- Mr P Ramsurrun, Ag Registrar, *Université des Mascareignes*
- Mr J Malié, Former Rector, St Esprit College

- Mr T Patten, Assistant Manager, Human Resources, Ministry of Education & Human Resources, Tertiary Education & Scientific Research - (as co-opted member)

The Human Resource Committee's responsibility is to:

- make recommendations to the Board for appointments to any office in OU, other than that of Director-General;
- be responsible for staff matters, including conditions of service, criteria for the appointment, promotion, transfer of staff, discipline, welfare, staff development and training programmes; and
- appoint such disciplinary committee as may have to be set up.

#### Attendance and Remuneration at Human Resource Committee Meetings

Membership	Name/Position	Attendance for the period January 2016 to June 2017 (Total out of 31 meetings)	Remuneration received during the period January 2016 to June 2017 (Rs)
Chairperson	Mr R P Ramlugun Senior Chief Executive Ministry of Education & Human Resources, Tertiary Education & Scientific Research	30	66,750
	Mr R Duva Pentiah, CSK	1	2,225
Member	Mrs S Gayan, GOSK Director-General Mahatma Gandhi Institute/ Rabindranath Tagore Institute	12	13,440
Member	Mr P Ramsurrun Ag Registrar <i>Université des Mascareignes</i>	29	32,480
Member	Mr J Malié Former Rector St Esprit College	29	32,480
Member	Dr K S Sukon Director-General OU	31	27,590



## **PLANNING AND MONITORING COMMITTEE**

### ***Chairperson:***

Mr R Duva Pentiah, CSK, Chairperson of OU Board

### ***Members:***

- Dr K S Sukon, Director-General, OU
- Mr R P Ramlugun, Senior Chief Executive, Ministry of Education and Human Resources, Tertiary Education and Scientific Research
- Mrs S Gayan, Director-General, MGI/RTI
- Mrs R D Rampersad, Educational Technologist, University of Mauritius
- Mr V Patten, Head, Graphics, Publishing and Printing, OU

The Planning and Monitoring Committee's responsibility is to make recommendations to the Board on:

- (a) immediate, medium and long-term plans of OU, taking into account the present and future needs of Mauritius;
- (b) monitoring the execution of all plans of OU and suggesting measures for quality assurance; and
- (c) such other matters on which it may be requested to make recommendations.

### Attendance and Remuneration at Planning and Monitoring Committees

Membership	Name/Position	Attendance for the period January 2016 to June 2017 (Total out of 1 meeting)	Remuneration received during the period January 2016 to June 2017 (Rs)
Chairperson	Mr R Duva Pentiah, CSK	1	230 (transport allowance only)
Member	Mr R P Ramlugun Senior Chief Executive Ministry of Education & Human Resources, Tertiary Education & Scientific Research	0	0
Member	Mrs S Gayan, GOSK Director-General Mahatma Gandhi Institute/ Rabindranath Tagore Institute	0	0
Member	Mrs R Rampersad Educational Technologist University of Mauritius	1	1,120
Member	Dr K S Sukon Director-General OU	1	890
Member	Mr V Patten Head of Graphics, Publishing & Printing OU	1	890

### CONSULTATIVE COMMITTEE

No meeting was held during the period under review.

Nominations for the constitution of the consultative committee are being awaited from the Ministry of Education and Human Resources, Tertiary Education and Scientific Research.

The Committee is responsible for advising OU on –

- (a) the development of programmes of study and research, in line with the needs of the labour market;
- (b) the relevance of the curricula of programmes of study to the labour market needs;
- (c) effective quality assurance of the programmes of study; and
- (d) placements, internships and research.

## **THE AUDIT AND RISK COMMITTEE**

The Audit Committee is a requirement listed in the "Guidance Notes for State-Owned Companies - Code of Corporate Governance for Mauritius". It is normally a sub-committee of the Board. The Code of Corporate Governance for Mauritius under Guidance Notes for State-Owned Enterprises requires that all statutory corporations and parastatal bodies should have an Audit Committee and a Risk Committee or to opt for the delegating of the Risk Management to the Audit Committee.

The Board of OU has opted for and has appointed an Audit and Risk Committee.

The Audit and Risk Committee is composed of the following members:

### ***Chairperson:***

Mr J Ramdenee, Managing Director, Trio Contracting Ltd and Director of JRS Integrated Farms Limited

### ***Members:***

- Mr J Malié, Former Rector, St Esprit College
- Mrs R D Rampersad, Educational Technologist, University of Mauritius

The Audit and Risk Committee has to focus on:

- the functioning of the internal control system;
- the functioning of the internal audit department;
- the risk areas of the company's operations to be covered in the scope of the internal and external audits;
- the reliability and accuracy of the financial information provided by management to the Board and other users of financial information;
- whether the company should continue to use the services of the current external and internal auditors;
- any accounting or auditing concerns identified as a result of the internal or external audits;

- the company's compliance with legal and regulatory requirements with regard to financial matters;
- the scope and results of the external audit and its cost-effectiveness, as well as the independence and objectivity of the external auditors;
- the nature and extent of non-audit services provided by the external auditors, where applicable;
- the financial information to be published by the Board.

### Attendance and Remuneration at Audit and Risk Committee Meetings

Membership	Name/Position	Attendance for the period January 2016 to June 2017 (Total out of 4 meetings)	Remuneration received during the period January 2016 to June 2017 (Rs)
Chairperson	Mr J Ramdenee Managing Director Trio Contracting Ltd	4	5,700
Member	Mrs R Rampersad Educational Technologist University of Mauritius	3	3,135
Member	Mr J Malié Former Rector St Esprit College	3	3,135
Internal Auditor, OU	Mrs P Ramdoo-Sadien Internal Auditor/Senior Internal Auditor OU (as from 7 November 2016)	1	815

### CORPORATE GOVERNANCE COMMITTEE

The OU Corporate Governance Committee has been constituted in line with the Code of Corporate Governance for Mauritius issued by the National Committee on Corporate Governance under the Financial Reporting Act 2004 to develop good governance practices.

The terms of reference of the Corporate Governance Committee are as follows:

The Committee shall:-

- operate as a standing committee of the OU Board;
- oversee all matters concerning Corporate Governance activities of OU aimed at the promotion and achievement of the objectives and such related matters as may be referred to the committee by the Board;
- determine, agree and develop the University's general policy on corporate governance in accordance with the applicable Code of Corporate Governance;
- prepare the corporate governance report to be published in the University's annual report; and
- ensure that disclosures are made in the annual report in compliance with the disclosure provisions in the Code of Corporate Governance.

The composition of the Committee is as follows:

***Chairperson:***

Mr R Duva Pentiah, CSK, Chairperson of OU Board

***Members:***

- Dr K S Sukon, Director-General, OU
- Mrs R D Rampersad, Educational Technologist, University of Mauritius
- Mr M Sohoraye, Representative of OU Academic Staff, Assistant Lecturer/Lecturer, OU

### Attendance and Remuneration at Corporate Governance Committee Meetings

Membership	Name/Position	Attendance for the period January 2016 to June 2017 (Total out of 2 meetings)	Remuneration received during the period January 2016 to June 2017 (Rs)
Chairperson	Mr R Duva Pentiah, CSK	2	460 (transport allowance only)
Member	Mrs R Rampersad Educational Technologist University of Mauritius	2	2,240
1 person elected by and from the academic staff	Mr M Sohoraye Lecturer OU	2	1,780
The Director-General	Dr K S Sukon	2	1,780

### SUB-COMMITTEE FOR APPOINTMENT OF PART-TIME TUTORS/LECTURERS

The Board approved a policy for appointment of part-time Tutors/Lecturers in April 2017, according to which the appointment of part-time Tutors/Lecturers was entrusted to a sub-committee of the Board based on criteria set by the Board.

Membership:

**Chairperson:**

Mr R Duva Pentiah, CSK, Chairperson of OU Board

**Members:**

- Dr K S Sukon, Director-General, OU
- Mrs R D Rampersad, Educational Technologist, University of Mauritius
- Mrs P Ramdoo-Sadien, Representative of OU General Staff, Internal Auditor/Senior Internal Auditor, OU

The Sub-Committee met once to process appointment of approximately 235 part-time Tutors for Semester 1 of the next academic year.

## PROFILE OF BOARD MEMBERS

**Mr Rajeswara Duva Pentiah, CSK** is the Chairperson of OU since July 2015.

He retired from the Civil Service as Permanent Secretary on 1st December 2013.

He holds the Part 1, Institute of Statisticians (Now Royal Statistical Society), UK; a Diploma in Public Administration and Management, Mauritius; and a Fellowship – Total Quality Management in the Public Sector, National Institute of Public Administration, Malaysia.

He has 42 years' experience in the Public Service (06.10.1971 to 30.11.2013), including 9 years at the Public and Disciplined Services Commission (1987 – 1996) and has acted as Secretary, Public Service Commission on a temporary basis.

He has served the Ministries of Civil Service and Administrative Reforms; Health and Quality of Life; Education and Human Resources, Tertiary Education and Scientific Research; Public Infrastructure; Environment and National Development Unit; Women's Rights and Child Welfare; Social Security and National Solidarity; and Public Utilities, among others.

He was also the Officer-in-Charge of the Rajiv Gandhi Science Centre from 2002 to 2003.

He has served on numerous Parastatal Boards as Chairman and Member. He has also been a Board Director of Omnicane Ltd.

In 2016, he was elevated to the rank of CSK by the President of the Republic of Mauritius in recognition of his contribution to the Public Service.

**Mr Ram Prakash Ramlugun** is the Senior Chief Executive at the Ministry of Education and Human Resources, Tertiary Education and Scientific Research. He has been Educator, Assistant Permanent Secretary, Deputy Permanent Secretary and Permanent Secretary.

He holds a BA (Hons) Administration, University of Mauritius and a PGCE, Mauritius Institute of Education. He has served as Chairperson and member on various Boards and Committees.

**Mrs Sooryakanti Nirsimloo-Gayan, GOSK** is the Director-General of the Mahatma Gandhi Institute and Rabindranath Tagore Institute.

She has a BSc (Hons) Economics 1973, London School of Economics & Political Science, University of London and an MSc (Econ) 1977, School of Oriental & African Studies, University of London, under a UNESCO Fellowship.

Her academic interests include Mauritian history, society and culture, cultural diversity, cultural policy and heritage. She has a long-standing interest in Indian classical dance, and Indian culture.

In 1988, Mrs S Gayan was given the Outstanding Young Person Award by the *Jeune Chambre Economique de Maurice* for Cultural Achievement and she was also short-listed by the international jury among the three finalists for the international award of Outstanding Young Person by Junior Chamber International Mauritius (JCI Mauritius) that year.

In 2013, she was elevated to the rank of GOSK by the President of the Republic of Mauritius for her contribution in the field of culture and education.

**Dr Kaviraj Sharma Sukon** is the founder/Director-General of OU. He was the chairperson of the MCA Board from November 2005 to 11 July 2012. He started his career as a Lecturer in Mathematics at University of Mauritius in 1996 after completing his PhD in Mathematics from University of Mauritius and University of Loughborough. He also holds an MBA from University of Surrey. He later joined the Mauritius Examinations Syndicate as Research and Development Officer where he started the marking of the first international paper in Mauritius in 1999. Afterwards, he joined the Human Resources Development Council (HRDC) as the Manager-Research/Head of the Research and Consultancy Division where he led the development of the first National Human Resource Development Plan. He has been providing consultancy services to Association for the Development of Education in Africa (ADEA), UNESCO, ILO and UNDP. He has prepared *The Peer Review Report* on educational reforms in Mauritius, 2000-2005, UNESS (UNESCO National Education Support Strategy) for Mauritius in 2010 as well as National Employment Policy for Mauritius in 2011. He has published several research papers and supervised DBA/PhD Theses.

**Mr Prakash Ramsurrun** is the Ag Registrar since March 2013 of the *Université des Mascareignes*, a local public tertiary education institution having developed partnerships with OU.

He holds a BA (Hons) Economics & Government (University of Essex, UK), an MA in Economics, Government & International Relations (University of London, UK) and a Postgraduate Certificate in Education – PGCE (University of Wolverhampton, UK).

He has been the Manager at the *Université des Mascareignes* (ex-Swami Dayanand Institute of Management) since August 2000; Assistant Manager and Head of Department of Business Administration at the *Université des Mascareignes* - May 1995 to July 2000; Education Officer, Ministry of Education & Human Resources – March 1985 to April 1995; and Lecturer at the North London Institute of Further Education, UK – September 1983 to December 1984.

**Mrs Rubina Devi Rampersad** is a trained Educational Technologist working at the University of Mauritius, with more than 19 years of experience in Distance Education and Professional Development. She was Officer-in-Charge of the Centre for Professional Development and Lifelong Learning (University of Mauritius) from 2010 to 2014. She has been actively involved in the design of Distance Education programmes, short courses, executive development programmes and commissioned programmes.



She holds the following qualifications: *Maîtrise en Formation à Distance (Université du Québec à Montréal)*, Graduate Diploma in Leadership Development in ICT and the Knowledge Society (Dublin City University), Postgraduate Certificate in Teaching and Learning in Higher Education (University of Mauritius), Masters in English Literature (University of New South Wales, Sydney), and BA (Hons) in English and History (University of Mauritius)

**Mr Jaisen Ramdenee** is the Managing Director of Trio Contracting Ltd and Director of JRS Integrated Farms Ltd.

He holds a BEng (Hons) in Manufacturing System Engineering.

**Mr Jacques Malié** was the Rector of St Esprit College. He had been exercising as Educator and Deputy Rector of the College before being appointed as Rector.

He holds a *Licence-es-Lettres* and a *Maîtrise d'Anglais* from the *Université de Nice, France*. He also has a *Diplôme Universitaire de Méthodologie et de l'Enseignement Audio-Visuel des Langues Vivantes, Université de Nice, France*.

He has been a member of several Boards of the Ministry of Youth and Sports, including the High Level Sports Unit.

He is presently a CAF and FIFA Instructor in Administration and Management at international level.

**Mr Mrinal Sohoraye** is a Lecturer at OU.

He holds a BA in Health Science and Social Services with specialisation in Psychological Counselling, and a BA Honours in Psychology, both from UNISA and a Master's Degree in Research Methodology, University of Mauritius.

He is the elected representative of OU academic staff on the Board of OU since November 2015.

**Mrs Premawatee Ramdoo-Sadien** is the Internal Auditor/Senior Internal Auditor of OU.

She is the elected representative of general staff on the Board of OU since November 2015.

She is a Fellow Member of the Association of Chartered Certified Accountants (ACCA) since April 2002 and also holds an MBA (University of Birmingham).

She has worked in the private sector for 7 years prior to joining the Mauritius College of the Air in April 1994, as Senior Finance Officer (Internal Audit). Prior to being

appointed to the grade of Internal Auditor/Senior Internal Auditor, she held the post of Administrative Officer. She had been assigned several additional duties including those of the Internal Auditor and Financial Controller and has also been a member of the ISO Team for the implementation of ISO 9001:2008 in the institution.

She has also served as treasurer of Link to Life for four years. Link to Life is a non-profit organisation which provides support and counselling to cancer patients and their families.

## BOARD INFORMATION (ACCESS)

The Board has unrestricted access to the University's related information, including that of its employees.

At Board meetings, Heads of Sections or their Representatives are called in as and when required to provide additional information and clarifications regarding items on the agenda.

During the 2016/2017 financial year, the Board held eighteen meetings.

Below is a summary of the main topics handled by the Board during the period under review:-

- (a) Appointment of full-time staff
- (b) Review and approval of financial reports
- (c) Human Resources matters
- (d) Several matters regarding acquisition of office equipment/e-learning materials
- (e) Auditors' reports
- (f) Details of joint ventures and collaborative agents
- (g) Appointment of part-time Tutors
- (h) New policies

## MANAGEMENT TEAM

The Management Team meets once a month to discuss matters pertaining to OU's operational and quality related issues. The meetings also serve as a tool for ensuring effective organisational communication.

## Profile of Management Team

### **Dr K S Sukon**

Director-General

BSc (Hons) in Mathematics and Physics (University of Mauritius), MBA (Distinction) (University of Surrey, UK), PhD in Computational Mathematics (University of Mauritius/ Loughborough University, UK)

### **Mr R Dhurbarrylall**

Associate Professor until 30 April 2017

BSc (Hons) Biology (University of Sussex, UK), PGCE (University of Sussex, UK), MADE (Indira Gandhi National Open University, New Delhi)

### **Mr I Seetaramadoo**

Director (Open School) as from 1 November 2016

BA (Hons) English (University of Punjab), MA HRM (University of Coventry, UK)  
Postgraduate Certificate in Soft Skills and Experiential Learning (University of Roehampton, UK)

### **Mrs S L D Gopee**

Registrar as from 4 January 2017

BSc General (University of Delhi), MSc in Quality Management (University of Mauritius)

### **Mrs S Ramasawmy**

Deputy Registrar

BA (Hons) in Economics with Management Studies (Napier University, Edinburgh), MBA (Indira Gandhi National Open University, New Delhi)

### **Mr V Veerabudren**

Deputy Registrar

BSc (Hons) Business Studies (University of Mauritius), MBA in Public Policy and Administration (University of Mauritius)

### **Mr S Nunkoo**

Financial Controller

BSc (Hons) Accounting (University of Mauritius), MBA (Financial Management) (University of Mauritius), ACCA

### **Mrs A Tirvassen**

Senior Lecturer as from 7 November 2016

BA in French (Hons) (University of London), Diploma in Education (University of London), Master of Arts in Distance Education (University of London), Postgraduate Certificate in Education (Mauritius Institute of Education), Postgraduate certificate in Career Education & Guidance for Mauritian Teachers (Napier University)

**Mrs S Nundoo-Ghoorah**

Senior Lecturer as from 7 November 2016

Bachelor of Arts (Hons) in English (Delhi University), Certificate in Mass Communication (University of Mauritius), Master of Arts in English Teaching (University of London)

**Mr V S Patten**

Head Graphics, Publishing and Printing & Team Leader Quality Assurance,  
*BTSIG, Académie de Paris*, MPhil in Publishing Studies (University of Stirling, Scotland),  
MBA (Indira Gandhi National Open University, New Delhi)

**Ms P F Ah Fat**

Head, Library Services

BLib (Hons) (University of Wales, UK), MA in Library and Information Management (University of Sheffield, England)

**Mr S A Latchayya**

Head, Audio-Video Production

Diploma in Information Technology

BA (Hons) in Communication (University of Technology, Mauritius), MBA (University of Technology, Mauritius)

**Mr L Neliah**

Head, Engineering & Technology Services

Full Technological Certificate for Telecommunication Technicians (City & Guilds of London Institute)

**Ms M Li Yin**

Senior Academic Media Coordinator

*Licence en Lettres Modernes (Université de la Réunion), Maîtrise en Lettres Modernes (Université de la Réunion), Postgraduate Certificate in Education (PGCE) (Mauritius Institute of Education), Diplôme d'Études Supérieures Spécialisées (DESS) Concepteur-Réalisateur de la Fonction Formation (Université Lumière Lyon 2, France), Hubert H Humphrey Fellow (Vanderbilt University, USA)*

**Mr P Appavoo**

Senior Academic Media Coordinator,

Responsible Officer for Research Consultancy and Innovation Unit

MSc in Physics & Mathematics (Patrice Lumumba People's Friendship University, USSR),  
Postgraduate Certificate in Online Education (University of Southern Queensland,  
Australia), Master of Training and Development (University of Southern Queensland,  
Australia)

**Mr M Lallbahadoor**

Senior Technical Executive,

Telecommunications Technicians Part 3 (City & Guilds), Full Technological Certificate for Telecommunication Technicians (Mathematics T5 option 1995, Microwave Radio T5 option 1998, Telecommunication Principles T5 1999)

**Mrs P Ramdoo-Sadien**

Internal Auditor/Senior Internal Auditor (Internal Audit) - as from 7 November 2016  
ACCA, MBA (University of Birmingham, UK)

**Mr J Beesoon**

Marketing and Development Officer  
BA Communication & Psychology (University of South Africa)  
Postgraduate Certificate in Computer Mediated Communication and Pedagogies  
(University of Mauritius), MSc in Media Management (Syracuse University, USA)

**Mr V P Murdan**

Systems Analyst/Senior Systems Analyst until 16 September 2016  
BEng in Computer Science and Engineering (University of Mauritius) and Postgraduate  
Diploma in Computer Science (University of Mauritius)

**Mr D P Murdan**

Systems Analyst/Senior Systems Analyst as from 13 March 2017  
BSc in Computer Science (University of Mauritius)

**Mr A Beekharry**

Systems Analyst/Senior Systems Analyst as from 13 April 2017  
BSc in Software Engineering (University of Technology, Mauritius), MSc in Software  
Engineering (University of Technology, Mauritius)

**Mrs L Sobnach**

Administrative Officer (Administration/Management)  
DPAM (University of Mauritius)

**Ms M D Gokhul**

Administrative Officer as from 1 December 2016  
BBA – UNISA, MBA with Specialisation in Human Resource Management (Open  
University of Mauritius)

**Mr P Ramlochun**

Administrative Officer as from 4 January 2017  
BSc in Public Administration and Management (University of Technology, Mauritius),  
MBA in Human Resource with Knowledge Management (University of Technology,  
Mauritius)

**Mrs K Moonian**

Administrative Officer as from 1 December 2016  
BSc in IT and Computer Science: IT Management – UNISA, CEMBA (Open University of  
Mauritius)

**Mrs A Ramkhalawon**

Administrative Officer as from 1 December 2016  
Bachelor in Administration – UNISA, CEMBA (Open University of Mauritius)

**Mrs K Lucknauth** as from 1 March 2017  
Administrative Officer  
BSc in Management (University of Mauritius), MBA (Open University of Mauritius)

**Mrs M Chadee**  
Administrative Officer as from 2 February 2017  
BSc in Management (University of Mauritius), MSc in International Business Management (University of Mauritius)

**Mrs H Atawoo**  
Graphics Artist and Officer Responsible for Student Affairs Unit  
BA in Graphics Design, MBA with specialisation in Marketing (Open University of Mauritius)

**Mrs P Hurgobin**  
Computer Operations Controller  
BA Computer Applications (IGNOU)  
CEMBA

## PUBLIC PROCUREMENT ACTIVITIES

OU is responsible for the planning and conduct of its procurement in line with the Public Procurement Act 2006.

OU ensures that the procurement methods, bidding processing and procurement contracts are dealt with in line with the provisions of the Public Procurement Act and relevant regulations.

From 1st January 2016 to 30th June 2017, OU conducted 77 Departmental Bid Committees, in line with the modernisation of procurement rules and procedures as set out in the Ministry of Finance & Economic Development Circular Letter No. 2 of 2016.

### The composition of the DBC is as follows:

Director-General	Chairperson
Financial Controller	Member
Senior Procurement & Supply Officer	Member
Acting HEO	Secretary
In Attendance	Senior Procurement & Supply Officer

The terms of reference of the DBC are:

1. Vetting bidding documents for procurement below prescribed amounts, contract forms, terms and conditions, and addenda to bidding documents and clarification to bidders if any;
2. Opening of bids;

3. Referring bids to the Bid Evaluation Committee (BEC) for examination and evaluation;
4. Attending to request(s) from BEC for any clarifications arising at evaluation stage.

Fees paid to the Chairman and members of the Departmental Bid Committee were as follows:

<b>Membership</b>	<b>Name/Position</b>	<b>Attendance for the period January 2016 to June 2017 (Total out of 77 meetings)</b>	<b>Remuneration received during the period January 2016 to June 2017 (Rs)</b>
Chairperson	Dr K S Sukon Director-General	62	21,200
Chairperson	Mr I Seetaramadoo Director Open School	1	400
Chairperson	Mrs S L D Gopee Registrar	1	400
Chairperson	Mr R Dhurbarrylall Associate Professor	3	1,200
Chairperson	Mr S Nunkoo Financial Controller	2	800
Chairperson	Mr V Veerabudren Deputy Registrar	8	3,200
Member	Mr S Nunkoo Financial Controller	71	19,870
Member	Mr P Arlanda Senior Procurement & Supply Officer	64	20,130
Member	Mrs D Chatooh Procurement & Supply Officer	13	1,320
Member	Mr A Vencatachellum Principal Financial Operations Officer	5	1,650

Following the openings of quotation, officers in the grade of Deputy Registrar, Administrative Officers, Higher Executive Officers, Executive Officers and Clerk/Word Processing Operators were called upon to act as chair/member/secretary of the Bid Evaluation Committee (BEC).

## **Committee of Needs**

In line with the new Public Procurement Act 2006, the Committee of Needs of OU has been reconstituted and its terms of reference reviewed. The role of the Committee of Needs is to plan and monitor the procurement activities of the organisation.

## **Related Party Transactions**

There has been related party transactions worth Rs 333,000, as stated on page 127 (in Financial Statement).

## **Donations**

No donations were made during the period under review.

## **Integrated Sustainability Reporting**

### **Ethics**

As officers of OU, we constantly renew and demonstrate our commitment to promote a value based and ethical service.

OU is in the process of developing its Code of Ethics.

However, during the period under review, OU adhered to the Code of Ethics issued by the Ministry of Civil Service & Administrative Reforms which provides the direction to achieve the highest standard of ethical conduct to public officers.

The three guiding principles of the Code are as follows:-

- (1) OU officers shall fulfil their lawful obligations to Government with professionalism, integrity and loyalty;
- (2) OU officers shall perform their official duties honestly, faithfully and efficiently while respecting the rights of the public and their colleagues; and
- (3) OU officers shall not bring OU into disrepute through their private activities.

All staff of OU are expected to follow these guiding principles in carrying out their duties as well as through their behaviour.

The corporate values of OU are embedded in the day-to-day work of each and every staff and learner.



## Environment

OU recognises the importance of ensuring sustainable development and contributes to reducing the negative impact of its activities on the environment.

As an open and distance learning tertiary institution, OU has adopted information technology for dissemination of its learning materials. All learning materials are posted on the e-learning platform which is accessible anytime and anywhere via the internet. This limits the use of printed materials by learners and contributes positively towards reducing the use of paper.

Moreover, in order to enhance efficiency at work, a new integrated software system is being developed at OU. This new system will have a positive impact on the environment.

Energy saving measures are also undertaken to ensure judicious use of all resources.

## Safety & Health

OU strives to provide its employees and learners with a healthy work environment.

The safety and health of everyone on our premises and campuses is a major priority. We have a 24-hour insurance cover for all members of staff. OU also subsidises the medical insurance scheme for its staff.

A part-time Safety and Health Officer is employed at OU in line with the requirements of the Occupational Safety and Health Act 2005. The Safety and Health Officer's role is to ensure that the organisation's premises are appropriately set up for a healthy learning and working environment.

## SAFETY & HEALTH COMMITTEE

OU has set up the Safety & Health Committee in conformity with the Occupational Safety and Health Act 2005. The Committee meets regularly. The minutes of proceedings are transmitted to the Ministry of Labour, Industrial Relations, Employment and Training.

The terms of reference of the committee are to:

- (a) provide a healthy and safe workplace
- (b) eliminate risks and hazards at the worksites
- (c) conform to statutory and regulatory requirements
- (d) establish, implement and review safe working practices
- (e) adopt an integrated approach towards safety and health at work by seeking the collaboration, co-operation and participation of all employees.

## **Fire Drill**

A Fire Drill exercise was carried out at OU in collaboration with the Tertiary Education Commission and *Institut de la Francophonie pour l'Entrepreneuriat* on Friday 28 April 2017 at 11.00 hours.

The list of fire wardens for OU has also been renewed.

## **Risk Assessment**

The Risk Assessment of all the Units/Divisions were reviewed by the Safety & Health Committee in the year 2016/2017. A copy of the documents pertaining to the review of the Risk Assessment and Report for fire drill were forwarded to the Chief Factory Inspector, Ministry of Labour & Industrial Relations on 9th May 2017.

Maintenance work was carried out at the OU Curepipe Campus. A consultant was appointed to survey the building structure as well as water, electrical installations and ICT infrastructure so that appropriate actions are taken for improvement. The report of the consultant is awaited.

## **Employment Policy**

OU provides access to all people without any discrimination based on race, sex, creed, origin, religion, caste, disability, age, marital status and economic status. OU also employs staff with impairments as per government policy.

## **Ease of Access to Education**

The ODL mode of learning enables students with disabilities to have access to higher education. OU enrolls students with disabilities across its range of programmes.

## STATEMENT OF DIRECTORS' RESPONSIBILITIES

The Board members of OU acknowledge their responsibilities for:

- (i) adequate accounting records and maintenance of effective internal control systems;
- (ii) the preparation of financial statements which fairly present the state of affairs of OU as at the end of the financial year and the results of its operations and cash flows for that period and which comply with International Public Sector Accounting Standards (IPSAS); and
- (iii) the selection of appropriate accounting policies supported by reasonable and prudent judgments and estimates.

The External Auditors (National Audit Office) are responsible for reporting on whether the financial statements are fairly presented.

## DIRECTORS' STATEMENT OF COMPLIANCE

The Members of the OU Board affirm that:

- (i) adequate accounting records and an effective system of internal controls have been maintained;
- (ii) appropriate accounting policies supported by reasonable and prudent judgments and estimates have been used consistently;
- (iii) applicable accounting standards have been adhered to;
- (iv) the Code of Corporate Governance as applicable to State-Owned Enterprises has been adhered to. Reasons have been provided where there has not been compliance; and
- (v) the provisions of part v of the Procurement Act regarding the bidding exercise have been complied with.

Signed on behalf of the OU Board Members.



**Mr R Duva Pentiah, CSK**  
Chairperson of Board  
Open University of Mauritius

25 October 2017



**Dr K S Sukon**  
Director-General  
Open University of Mauritius

25 October 2017

## DIRECTORS' STATEMENT FOR INTERNAL CONTROL

The OU Board acknowledges its responsibility for the setting up of an adequate system of internal controls and for the setting up of appropriate policies to provide reasonable assurance that the control objectives have been attained. The activities of the University are closely monitored by the Board and its sub-committees. Procedures and policies are well documented and consistently applied. Management has the relevant experience and skills to ensure proper running of the University. There is no history of fraud and irregularities.

The role of Management includes:

- identifying and evaluating the risks faced;
- formulating related policies and procedures to manage these risks;
- designing, operating and monitoring a suitable system of internal controls; and
- implementing the policies approved by the Board.

### Internal Audit Function

The Audit and Risk Committee normally meets on a quarterly basis to review internal control issues. Four meetings of the Audit & Risk Committee were held during the period under review.



**Mr R Duva Pentiah, CSK**  
Chairperson of Board  
Open University of Mauritius

25 October 2017



**Dr K S Sukon**  
Director-General  
Open University of Mauritius

25 October 2017

## **ACADEMIC AFFAIRS DIVISION (AAD)**

The Academic Affairs Division (AAD) is at the heart of OU as it is directly in contact with our main stakeholders, viz learners. This Division is responsible for learner management, management of part-time Tutors, planning of tutorials, development of programmes of studies, counselling of learners, and ensures that all facilities are made available to learners to study within the framework of distance and online learning.

### **Major Activities of the AAD**

- administering of Open Distance Learning & full-time programmes;
- managing the delivery of Open Distance Learning and full-time programmes;
- planning, design, development of programmes/courses;
- authoring of course material for ODL including Instructional Design;
- initiating Open Distance Learning programmes/courses and full-time programmes;
- providing learner support including extra-curricular activities;
- being involved in research activities; and
- organising activities or publishing materials which could help the community at large

The AAD was headed by Associate Professor R Dhurbarrylall until April 2017.

Following his retirement, the Director-General has taken over the supervision of the AAD with the assistance of Mrs Tirvassen, Senior Lecturer.

The AAD has seventeen full-time academic staff (two Senior Lecturers and fifteen Lecturers) who are involved in programme management, teaching, supervision, student counselling, research, development of new programmes, etc.

To provide the required student and administrative support, the AAD comprises a team of 14 non-academic staff including two Administrative Officers, two Higher Executive Officers, two Confidential Secretaries, two Office Management Assistants, five Management Support Officers and one Assistant Documentation Officer. The AAD also has recourse to eight trainees who are mainly involved in assisting Programme Managers.

In addition, the AAD also oversees the partnerships and collaborations of OU. The Technical Officer/Senior Technical Officer has been currently assigned the responsibility of managing the various collaborative agreements signed by OU.

## Activities

### ***Number of Learners Registered under the ODL & Full-Time OU Programmes as at 30 June 2017***

OU has been offering a number of programmes at different levels to learners in Mauritius, Rodrigues and other countries in the region. From the induction session up to graduation, the learners benefit fully from academic and administrative support offered by the University.

As at **30 June 2017**, 4,024 learners were following the ODL/full-time OU programmes as indicated in the following table:

S/No.	Level of Programmes	Number of Learners
1	Postgraduate Courses leading to a Doctoral degree	188
2	Postgraduate Courses leading to a Master's Degree (ODL)	1,042
3	Awards at Postgraduate Diploma Level	3
4	Awards at Undergraduate Level	2,756
5	Awards at Professional Diploma Level	29
6	Awards at Diploma Level	6
	<b>Total</b>	<b>4,024</b>

### ***Number of Learners Who Graduated in 2016/2017***

945 learners successfully completed their programmes of study at OU in 2016 and 2017. The graduation ceremonies were held on 10 May, 26 and 27 October 2016 and 20 April 2017.

Serial No.	Programme Name	05/16	10/16
1	Commonwealth Executive MBA	12	47
2	Commonwealth Executive MPA	4	3
3	MBA GENERAL	20	52
4	MBA with Specialisation in Taxation	2	1
5	MBA with Specialisation in Financial Risk Management	3	11
6	MBA with Specialisation in HRM	8	7
7	MBA with Specialisation in Financial Services	3	8
8	MBA with Specialisation in Marketing	3	18
9	MBA with Specialisation in Public Administration	1	9
10	MBA with Specialisation in Property Management	-	1

11	MBA with Specialisation in Tourism	3	1
12	MBA with Specialisation in Investment	-	1
13	MBA with Specialisation in Educational Leadership	27	32
14	MSc Finance & Investment	7	3
15	MSc Financial Management & Taxation	4	6
16	MA Distance Education	-	2
17	MA English	11	6
18	MA Comparative Education	7	7
19	Postgraduate Diploma in Web and Mobile Applications	-	6
20	Postgraduate Diploma in Human Resource Management	-	1
21	BSc (Hons) Business Management	-	19
22	BSc (Hons) Business Management with Specialisation in Human Resource	-	9
23	BSc (Hons) Business Management with Specialisation in Marketing	-	9
24	BSc (Hons) Management Top Up	-	37
25	BSc (Hons) Management	17	-
26	BSc (Hons) Finance and Taxation	-	8
27	BEd (Hons) Primary Education (Top Up)	-	50
28	BEd (Hons) Early Childhood Education & Care	-	40
29	BSc (Hons) Human Resource Management and Development	-	20
30	BSc (Hons) Marketing Management	-	3
31	BSc (Hons) Business Entrepreneurship	-	1
32	BSc (Hons) Business Administration	16	-
33	BA (Hons) English	33	14
34	BA (Hons) French	-	15
35	BA (Hons) Graphic Design & Multimedia	-	3
36	BA (Hons) Library & Information Science	28	15
	<b>TOTAL</b>	<b>209</b>	<b>465</b>

271 learners successfully completed their programmes of study at OU in the graduation ceremony which was held on 20 April 2017.

S/No.	Programme Name	Number of Graduands
1.	Doctor of Philosophy	1
2.	Commonwealth Executive MBA	18
3.	Commonwealth Executive MPA	3
4.	MBA GENERAL	15

5.	MBA with Specialisation in Taxation	1
6.	MBA with Specialisation in Financial Risk Management	7
7.	MBA with Specialisation in HRM	5
8.	MBA with Specialisation in Financial Services	4
9.	MBA with Specialisation in Marketing	7
10.	MBA with Specialisation in Public Administration	3
11.	MBA with Specialisation in Investment	1
12.	MBA with Specialisation in Educational Leadership	20
13.	MSc Finance & Investment	8
14.	MSc Financial Management & Taxation	5
15.	MA in International and Comparative Education	8
16.	Postgraduate Diploma in Financial Management and Taxation	1
17.	BSc (Hons) Business Management	10
18.	BSc (Hons) Business Management with Specialisation in Human Resource	7
19.	BSc (Hons) Business Management with Specialisation in Marketing	5
20.	BSc (Hons) Business Management with Specialisation in Investment	2
21.	BSc (Hons) Business Management with Specialisation in Financial Services	1
22.	BSc (Hons) Business Management with Specialisation in Financial Risk Management	1
23.	BSc (Hons) Management Top Up	11
24.	BSc (Hons) Management with Law	4
25.	BSc (Hons) Finance and Taxation	7
26.	BSc (Hons) Finance and Law	3
27.	BA (Hons) Accounting and Finance	7
28.	BEd (Hons) Primary Education (Top Up)	12
29.	BEd (Hons) Early Childhood Education & Care	10
30.	BSc (Hons) Human Resource Management and Development	15
31.	BSc (Hons) Marketing Management	1
32.	BSc (Hons) Business Entrepreneurship	2
33.	BA (Hons) English	12
34.	BA (Hons) French	15
35.	BA (Hons) Youth in Development Work	15
36.	BSc (Hons) Correctional Services Management	2



37.	BSc (Hons) Criminology	1
38.	BA (Hons) Graphic Design & Multimedia	6
39.	BSc (Hons) Applied Information and Communication Technology with Specialisation	1
40.	BA (Hons) Communication, Media and Journalism	1
41.	BA (Hons) Library & Information Science	3
42.	Diploma in Management and Financial Services	9
43.	Diploma in Library and Information	1
	<b>TOTAL</b>	<b>271</b>

### **Partnership and Collaboration**

OU is currently working with other prestigious organisations at national and international levels, namely Association of Commonwealth Universities (ACU), Distance Education Association of Southern Africa (DEASA) and International Association for Distance Education (IADE).

The AAD looks after the administrative aspects of MoUs and MoAs before implementing arrangements spelt out by OU and its partners in their agreement documents. For quality assurance purposes, OU agrees to collaborate with partner institutions which operate within criteria acceptable to OU and the Tertiary Education Commission.

During the year 2016, OU continued to strengthen its links with other institutions at both national and international levels. The University has been engaged in the following activities with its partner institutions:

- (i) Development of course materials
- (ii) Programme delivery
- (iii) Research activities

Ongoing partners such as the Commonwealth of Learning (COL), University of Madras, Amity University, the Indira Gandhi National Open University (IGNOU) and CILT (UK) have been continuously liaising with us to ensure the support of students. Our latest partners which include the Imperial College London, and the University of Kwazulu-Natal (UKZN) have been actively engaged in joint ventures with OU.

### **CPD Course on Consultation Skills for Practising Doctors**

During the first months of the year 2017, AAD developed a CPD course on Consultation Skills for Practising Doctors and Healthcare Practitioners. The course was written by Dr Graham Easton of Imperial College London. The induction session was held on 21 March 2017.

### **CILT (Mtius)/OU Collaboration**

OU collaborated with CILT (Mtius) to offer a tailor-made course for officers of the National Transport Corporation (NTC). The course started on 10 May 2017.

## ***International Students***

In the era of globalisation, the internationalisation of higher education is prioritised on the agenda of policymakers and higher education institutions. Though OU is young, it is attracting international learners. As at June 2017, OU had a total of 32 international students enrolled on its programmes. These students are mainly from Asian and African countries.

## ***External Audit Activities***

Mr Neil Villiers, External Auditor from CILT (UK) was on visit at OU from 30 November to 1 December 2016 for its annual quality audit of the centre.

His visit to OU also helped to:

- develop a working relationship between the OU Centre and the Awarding Organisation (CILT UK)
- assess the managerial systems of the OU Centre
- ensure that the administrative, managerial and physical resources are maintained
- strengthen CILT's continued support to the OU Centre. CILT (UK) submitted its report in December 2016.

## ***Extra-Curricular Activities***

The following extra-curricular activities were held at OU Curepipe Campus, in 2016:

- *Ode to Shakespeare*. This activity aimed at celebrating the 400th anniversary of William Shakespeare through various exhibits, screening of Macbeth, hanging of favourite Shakespearean quotes by staff and students on our Book Tree, and a drama contest. Prizes were given to the best three performers.
- *Spanish Fiesta*. This activity was organised by a group of BA (Hons) English students studying Spanish in Year One. It aimed at demonstrating various facets of Spanish culture viz. language, literature, festivals, music and food, among others. Food tasting was a major attraction.
- *German Show*. Students learning German mounted this activity as an educational voyage unravelling the sights and sounds of Germany. Students also exhibited highlights of German literature, music, trade and food. The food corner was particularly popular.

In April 2017, many students across a range of foundation, undergraduate, postgraduate and doctoral programmes participated in the Short Story Writing Contest organised to mark World Book Day. The Winning Story was entitled "A Heart with Eyes", written by Mehnaaz Jaunboccus. A Prize Giving Ceremony was held on 22 April 2017, and prizes were offered to the top three submissions. The President's Fund for Creative Writing sponsored book vouchers for the winners.

## Public Lectures/Seminars/Conferences

- **CFA (Chartered Financial Analyst) Challenge**  
OU participated in the Research Challenge (RC) 2016 which was organised by the CFA society, Mauritius. The Research Challenge Competition's Finals for Mauritius was held on 13 Jan at 18:00, Voilà Bagatelle. The OU team came up as the first runner-up.
- **Tax Seminar**  
Open University of Mauritius in collaboration with the International Fiscal Association (Mauritius) organised a seminar titled "Tax Seminar - International Tax Developments - Is Tax Planning Dead?" on 13 February 2016 at the Conference Hall: OU Curepipe Campus. There were around 150 participants and the main target audience were Tax professionals, Accountants, Financial Advisers, Financial Managers and Auditors. The seminar disseminated the latest developments in the field of taxation and enhanced public knowledge on the tax-related issues occurring both locally and globally.
- **Conference on *Le Racisme et ses avatars***  
On 8th March 2016, world-renowned author Tahar Ben Jelloun gave a conference on the theme *Le Racisme et ses avatars* at OU. Tahar Ben Jelloun is a Moroccan writer who obtained *le Prix Goncourt* for his second novel, *La nuit sacrée*. His novels have been translated into forty-three languages around the world. He has written several papers and has given talks on various cultural, political, social and philosophical subjects. It has been a great honour for OU to welcome such an eminent literary figure.
- **The CRI (Centre for Intercultural Studies)**  
The CRI was launched on 8th July 2015 during the first graduation ceremony of OU, in the presence of J-M G Le Clézio, Nobel Prize of Literature 2008, one of the resource persons, along with Dr Asgarally (Doctor in Linguistics). During 2016, the centre launched its website and initiated intercultural meetings with the participation of all actors from the cultural fields. Two meetings took place, on 14 October 2016 and 30 November 2016. The Centre hopes to reach the Mauritian society at large through its promotion of social harmony.  
  
On 21st June 2017, the book *The Intercultural and the Arts* was launched at OU. This is a compilation of the thoughts of Jean-Marie Le Clézio and Dr Issa Asgarally on their concerns about the conditions for social harmony within a diverse world of ethnic groups.
- **Preparation for the e-Mig Conference**  
Academics of AAD were fully involved in preparing, reviewing and managing the review of abstracts for the above-mentioned conference.

## **Tutorial Support**

For the year 2016, **220 part-time Tutors** (excluding Dissertation Supervisors) serviced OU students. A total of **2,912 sessions** were organised during the year 2016. Skype sessions were also organised for students in Rodrigues.

From 1 January to 30 June 2017, around 346 part-time Tutors (excluding Dissertation Supervisors) serviced OU students. More than 2,100 sessions were organised during that period.

Apart from responding to their queries through mail, Tutors support them mainly at our face-to-face sessions which are organised at the three OU study centres.

## **Counselling Activities by Staff of AAD**

Both academic and administrative staff of the AAD are involved in ongoing counselling activities at OU in order to respond to the administrative, academic and emotional needs of learners. The Academic staff also raise the awareness of students through study skills sessions, namely at the two induction sessions organised during the year 2016. Furthermore, AAD staff participated in pre-enrolment counselling of students at the Career Fair in Ébène and during the Open Day organised at OU.

## **Visiting Scholars attached to AAD of OU**

During the year 2016/17, the AAD had the honour of hosting four visiting scholars from Imperial College of London:

- (1) Professor R Banarsee**
- (2) Dr Graham Easton**
- (3) Dr Shamini Gnani**
- (4) Dr Sylvia Westrup**

## **New Programme**

### **The Master's Programme in Public Health (OU/Imperial College/UTM collaboration)**

OU in collaboration with Imperial College (London) and the University of Technology Mauritius (UTM) developed a Master's Programme in Public Health. The programme aims at development of an understanding of health and the determinants of health and disease, from the perspective of the population.

The programme also provides learners with a strong foundation of knowledge and skills across a broad spectrum of public health practice to promote, protect, and restore health through collective action, and prepare them to play leadership roles in promoting global public health through improved practice, system response and research. The first cohort for this programme was launched on 1 August 2016.

## **Diploma in Social Work/BSc (Hons) Social Work**

In January 2017, the Diploma/BSc (Hons) Social Work was launched. This programme was developed with the aim of preparing those interested in joining the profession of Social Worker.

## **Collaborations with Other Institutions**

OU has developed an extensive global network through a series of partnerships with other International TEIs and organisations. Through these agreements, OU seeks collaboration with other universities in order to ensure the quality of studies, to ensure our learners are equipped with the knowledge and skills needed for lifelong success, and to increase the efficiency of preparing professionals for the market.

### **OU is a member of the following:**

- Association of Commonwealth Universities
- International Council for Open and Distance Education
- African Council for Distance Education
- Distance Education Association of Southern Africa
- Association of African Universities
- International Association of Universities

### **OU works with the following partners:**

- Imperial College, London (UK)
- Commonwealth of Learning (Canada)
- Royal College of Physicians of Edinburgh (UK)
- Stockholm University (Sweden)
- University of KwaZulu Natal (South Africa)
- University of California, San Diego (USA)
- University of South Africa (South Africa)
- Botswana College of Distance Education and Open Learning (Botswana)
- Chartered Institute of Logistics and Transport (UK)
- Open University of Tanzania (Tanzania)
- Open University of Sri Lanka (Sri Lanka)
- Charles Sturt University (Australia)
- African Virtual University (AVU)
- Indira Gandhi National Open University (India)
- Southern African Regional Universities Association (South Africa)

## **RESEARCH, CONSULTANCY AND INNOVATION (RCI) UNIT**

With its vision to be among the leading open universities providing worldwide quality education, OU is aiming at fostering a strong research culture among its staff and creating a critical mass of researchers and consultants in key development areas.

The setting up of an appropriate Unit was therefore planned and proposed to the Board for approval.

In the meantime, a number of activities were organised to provide a strong foundation and strengthen the forthcoming Unit. These include:

1. Lecturing in Research Methods
2. The organisation of a research seminar on 28, 29 July 2016 for OU academics and PhD learners to present their research works. Around 20 studies were presented during the seminar. Guest researchers from UTM and the MIE were invited as panelists to provide comments and useful insights to the presenters. Using Skype facilities, two academics from the University of KwaZulu Natal (UKZN) gave lectures in thematic issues related to research.
3. A number of research projects were undertaken, some in collaboration with the lecturers. The paper "Webagogy–The next milestone after pedagogy and andragogy?" was presented at the Emergitech Conference in August.
4. In view of the setting up of the RCI Unit, Mr Appavoo applied for and was selected for a fellowship by SARIMA to strengthen management and capacity building in the field of research. This three-week fellowship took him to a visiting tour to four prestigious universities of South Africa namely UKZN, UNISA, UCT (University of Cape Town) and University of Pretoria.
5. Following this visit, two concrete projects were undertaken with regards to the organisation of two International Conferences for 2017, one in Durban and the other one in Mauritius.
6. Consultancy works were undertaken in collaboration with Imperial College London. Two research projects amounting to Rs 2.3 million were submitted to the Mauritius Research Council (MRC) for funding.
7. Concern for research publication was also a mandate of the Unit. Hence a number of contacts were established to explore publication avenues and for the setting up of a journal at OU.

In January 2017, the Board of OU approved the setting up of the RCI Unit. This is a milestone for the University as research now becomes not just an integral part of the institution but serves the driving force to position it as a leading research-intensive open university.

OU is a junior partner for the International Conference in Higher Education to be organised by UKZN in Durban in September 2017. Academics have been encouraged to submit papers for the conference. Eight papers have been accepted for presentation at the conference.

OU is organising another International Conference on Management, Technology, Law and Governance in collaboration with UKZN from 8-10 November 2017 at Intercontinental Hotel. More than 100 delegates from 12 different countries should be attending this conference.

The Unit is coordinating all activities related to the Research Degree Committee (RDC), and it has started to review the rules and regulations for PhD and DBA programmes. The terms of reference of the RDC are also being reviewed with the aim of providing the necessary guidelines to conduct tasks assigned to the RDC.

In the context of the Africa Coding Week, the RCI Unit organised in collaboration with Ceridian, a training programme for 25 staff of OU. Participants were introduced to the software Scratch to learn the basics of programming.

## OPEN SCHOOL (OS) DIVISION

OU has set up the Open School Division as the corporate arm that provides training to the workforce and gets drop-outs back to learning, thus giving them a second chance. Training is an essential part of the success of the Open School for both corporate and public organisations. Many past accomplishments in developing individual employee skills have created a solid foundation upon which further advancement in corporate training may now be built. The Open School designs, develops and delivers training programmes based on industry requirements to effectively support Vision 2030.

The Open School fulfilled the objectives of

- Training civil servants in various grades with a view to upgrading their skills for appointment and better performance in higher positions.
- Training young job seekers in employability skills
- Training corporate staff in management courses
- Providing CPD courses to Doctors and Pharmacists

The Open School is headed by its Director Mr I. Seetaramadoo, with eight (8) Academic staff, one (1) Administrative Officer, three (3) Administrative staff and two (2) trainees. The trainees have been provided with the required onboarding.

### **COURSES FOR THE MINISTRY OF CIVIL SERVICE AND ADMINISTRATIVE REFORMS AND CIVIL SERVICE COLLEGE, MAURITIUS – JANUARY 2016 TO JUNE 2017**

The Open School Division has successfully run six award courses for officers working in the public sector at the request of the Ministry of Civil Service and Administrative Reforms. Inductions for these courses were organised in 2015 and 2017.

Courses and audiences:

**(i) Advanced Secretarial Course for Confidential Secretaries (Mauritius)**

Target Audience: Confidential Secretaries (CS) working in Mauritius

Period: December 2015 – September 2016; Number of officers trained: 36

Period: February 2017 - October 2017; Number of officers being trained: 77

**(ii) Advanced Secretarial Course for Confidential Secretaries (Rodrigues)**

Target Audience: Confidential Secretaries (CS) working in Rodrigues

Period: February 2017 - October 2017; Number of officers being trained: 13

**(iii) Advanced Course in Effective Office Management and Supervision (OMA)**

Target Audience: Office Management Assistants (OMA)

Period: December 2015 – December 2016; Number of officers trained: 100

Period: January 2017 - December 2017; Number of officers being trained: 107



- (iv) **Award Course for Appointment as Management Support Officer (MSO)**  
Target Audience: Senior Word Processing Operators/Word Processing Operators  
Period: December 2015 – December 2016; Number of officers trained: 88
- (v) **Award Course for Appointment as Management Support Officer (MSO) -Rodrigues**  
Target Audience: General Services Officers (GSO)/Clerical Officers working in Rodrigues.  
Period: July 2015 – June 2016; Number of officers trained: 107
- (vi) **Certificate in School Management for the School Superintendent**  
Target Audience: School Superintendents in the Public Sector  
Period: June 2017 - June 2018; Number of officers being trained: 55
- (vii) **Certificate in School Management for the Assistant School Superintendent**  
Target Audience: Assistant School Superintendents in the Public Sector  
Period: June 2017 - June 2018; Number of officers being trained: 33
- **Pharmacy Management Course**  
  
Target Audience: Pharmacists and Pharmacy Managers  
Period: April 2016 – September 2016; 85 participants trained
- **Training in ‘Interview Skills’ to Chagossian Youth commissioned by the British High Commission**  
Target Audience: Chagossians  
Period: February - May 2016; 37 participants trained
- **Employability Skills Courses**  
Target Audience: students, school leavers, workers, teachers and other professionals  
Period: February – December 2016; Number of learners: 491  
Period: February 2017 - August 2017; Number of learners: 250
- **Foundation Courses**  
Intakes: January 2016 - 39 learners  
          July 2016 - 69 learners  
          January 2017 - 65 learners
- **BA (Hons) Communication, Media and Journalism**  
Intakes: January 2016 - 14 learners  
          July 2016 - 14 learners  
          July 2016 (Full-Time) - 12 learners  
          January 2017 - 14 learners

- **Master of Public Health (in collaboration with Imperial College and University of Technology)**

Intake July 2016 - 48 learners

- **Graduation: MAICE**

Intake July 2013 - 7 students (Graduated in April 2016)

Intake January 2014 - 7 students (Graduated in October 2016)

Intake July 2014 - 8 students (Graduated in April 2017)

- **BA (Hons) Communication, Media and Journalism**

Intake January 2014 - 1 student (Graduated in April 2017)

# **STUDENT AFFAIRS (SA) UNIT**

The Student Affairs (SA) Unit's core activity is to provide a continuous online service to all its learners. It provides relevant information through the OU website to prospective students and learning materials through the e-learn platform to current learners. All learners receive a 24/7 service via the e-learn platform. The Unit attends to queries from learners within 48 hours as set by ISO Procedures.

The SA Unit is currently composed of One Graphic Artist, Mrs H Atawoo as Responsible officer for the Unit supported by one Assistant Documentation Officer and two Youth Employment Programme (YEP) trainees.

## **Activities**

### **1. Website**

The website has been updated with relevant information regularly:

- Events organised by OU are published, e.g. symposia.
- Communiqué about activities such as enrolment, workshops, Open Days and Career Fairs are issued to the public via the website.
- Notices of Vacancies were posted so that applicants could apply online.
- The website was also enhanced aesthetically on a weekly basis.

### **2. E-Learn Platform**

New learners for the January intake have been enrolled on the platform and have been given credentials to have access to their respective programmes. They received Manuals, planners, lecture notes, Past Exam papers, Forms and Links to the E-library. Recorded videos of face-to-face sessions were also uploaded through the server to enable learners to view the sessions anytime. The existing learners received their results and access to their respective modules they had re-registered for.

The Unit also provided individual training to learners who had difficulties to download materials or to upload assignments.

Public officers were given access to the learning materials of new courses for OMA (Advanced Course in Effective Office Management and Supervision) and CS (Advanced Secretarial Course for Confidential Secretaries) posted on the e-learn platform.

Access was also given to learners, Tutors and Programme Managers to the new courses in BSc (Hons) and Diploma in Social Work created on the e-learn platform.

Important communiqués were posted on the home page of the e-learn platform.

### 3. Mailing System

Bulk emails were sent to learners informing them about various information regarding their programmes and activities like Open Day, Induction and Convocation. All bulk emails received from respective Programme Managers and departments were sent on time on the same day. Credentials of new users for the e-learn platform MOODLE were also sent through bulk email.

### 4. Queries

Queries were attended to within 48 hours with proper follow-up. Guidance and information were given through phone calls and emails. Assistance was given to learners when they called in person regarding their Turnitin report, access to the materials and change of personal details.

### 5. SMS to Learners

The SA Unit is responsible for informing all learners of any change in the schedule of tutorials or other information related to their studies. Thus, short message service (SMS) is used to send messages to learners to inform them about cancellation or postponement of class. Learners were also informed about deadlines for assignment and dissertation submission.

### 6. Turnitin

Turnitin is a plagiarism detection software which OU uses to ensure that all manuals, dissertation and assignments which are submitted by learners are assessed for similarity index, in line with international best practices.

During the year under review, the SA Unit renewed the License of Turnitin software for a period of three years.

The SA Unit has run through Turnitin the following:

- 8 manuals to check the similarity report before effecting payment to manual authors.
- 287 dissertations and assignments of learners to assess the similarity index.

### 7. Training

Individual training was provided to 21 new Tutors on how to use the e-learn platform MOODLE. They were given training on how to upload the lecture notes and other documents. They learned how to edit, hide, unhide and delete any document. They also learn how to communicate with students online through messages and chat. They were also shown how to see their students' details.

## **HUMAN RESOURCES (HR) UNIT**

The Human Resources (HR) Unit develops sound HR policies and procedures to meet the needs of OU while ensuring compliance to established procedures applicable to parastatal bodies based on guidelines of the HRM Manual of the Ministry of Civil Service and Administrative Reforms (MCSAR), the provisions of the *PRB Report*, MCSAR Circulars and the Regulations.

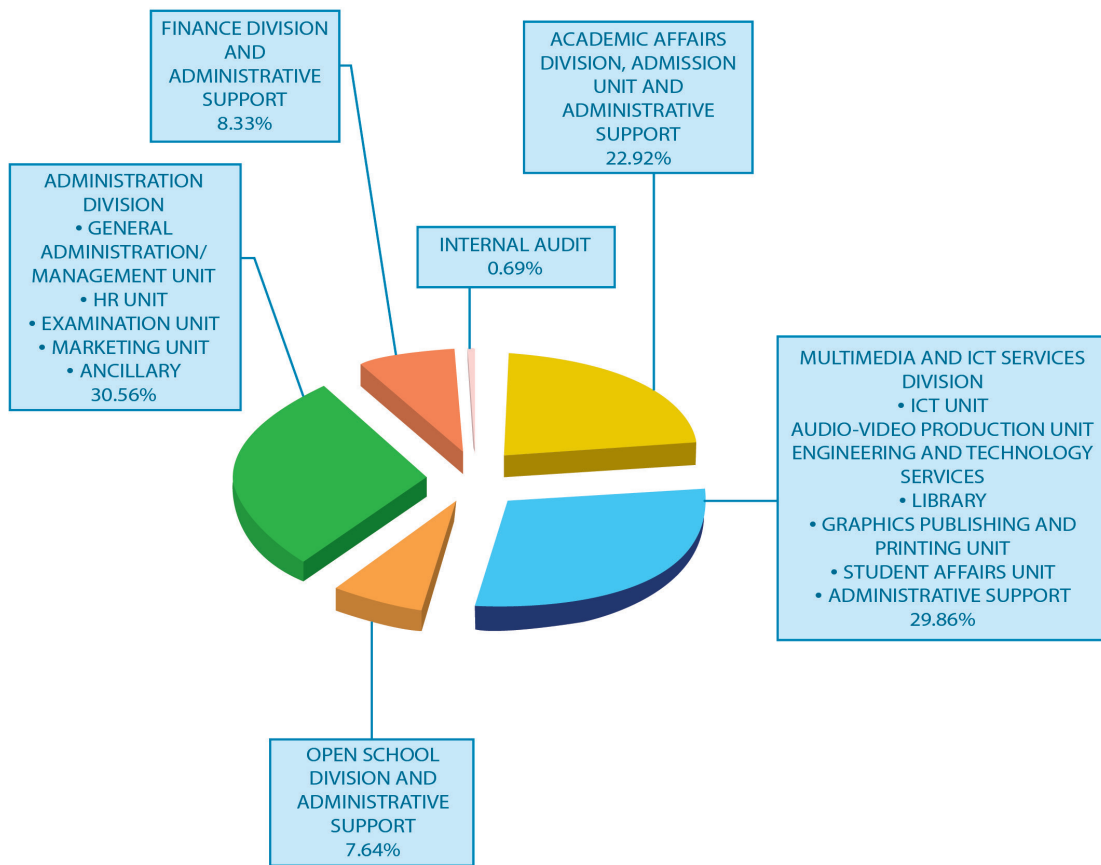
The HR Unit is mainly involved in the processing of staff matters, recruitment of staff on permanent and pensionable establishment, processing Conditions of Service, enforcement of Staff Discipline, carrying out Human Resource Planning, implementing the Performance Management System, coordination of provision of Training and formulating policies on Staff Development, undertaking Leave and Benefits Management, processing of Retirement and Retirement benefits, among others.

The HR Unit is manned with two (2) Office Management Assistants (OMAs) and three (3) Management Support Officers (MSOs), assisted by three trainees under the direct supervision of an Administrative Officer.

### **Staff Population of OU**

As at 30 June 2017, the staff population on permanent and pensionable establishment of OU was 144 including 15 academic staff. OU also resorts to the placement of trainees in line with OU Policy and Government schemes and students from tertiary education institutions under work based learning programmes. The organisation structure of OU as per its Act is at Appendix.

**Figure 1 shows the distribution of OU staff by Divisions as at 30 June 2017:**



## Resignations:

One Lecturer and two Administrative Officers resigned from the service during the period under review.

## Retirements

Officers in the following posts retired from the service during the period under review:

Associate Professor  
Financial Controller  
Lecturer  
Printing Officer  
Audio Video Executive  
Office Attendant

Two officers passed away during the period under review, one in the post of Audio Video Executive and one in the post of Systems Analyst/Senior Systems Analyst.

### **Internal Appointment/Promotion**

During the period under review, the HR Unit processed the following internal appointments and promotions after the approval of the respective schemes of service:

Director (Open School)  
Senior Lecturer  
Administrative Officer  
Internal Auditor/Senior Internal Auditor  
Senior Technical Executive (Engineering and Technology Services)  
Technical Executive (Engineering and Technology Services)  
Senior Technician (Engineering and Technology Services)  
Senior/Head Office Attendant

### **External Appointments**

Concurrently, the following posts were filled from external candidates:

Registrar  
Financial Controller  
Systems Analyst/Senior Systems Analyst  
Lecturer  
Administrative Officer

### **Training and Development of Staff**

One of the basic functions of the HR Unit is to provide all staff with the opportunity to follow training programmes, attend workshops and seminars to enable them to enhance their knowledge and skills so as to perform better.

The HR Unit has therefore processed nomination of staff to attend workshops, training courses and seminars.

The list of training programmes as well as workshops attended by staff are as follows:

#### **ACADEMIC AFFAIRS DIVISION**

##### **Mr R Dhurbarrylall, Associate Professor**

-Seminar on Factors Affecting Performances of First-Year Students in Online Courses on 05 August 2016 organised by Mauritius Research Council

##### **Mrs A Tirvassen, Senior Lecturer**

-The National Consultation in view of the Regional Forum on the Implementation of the SDG-4 Education 2030 in Eastern Africa on 07 & 08 September 2016 organised by the Ministry of Education, Human Resources, Tertiary Education and Scientific Research

- Project to Assess, Propose and Set up an Integrated Career Counselling System in Mauritius on 01 March 2017 organised by Human Resource Development Council
- Workshop on Quality Assurance in Higher Education on 24 April 2017 organised by the Tertiary Education Commission

**Mrs S Nundoo-Ghoorah, Senior Lecturer**

- Workshop on Tertiary Education Mobility scheduled among The Accelerated Program for Economics Integration (APEI) Member States held on 12 & 13 September 2016 organised by the Ministry of Foreign Affairs, Regional Integration and International Trade
- Seminar for University Teachers from the Countries and Regions involved in the "Belt and Road" Initiative from 09 to 29 June 2017 in China organised by the Government of the People's Republic of China

**Mr A Gokhool, Lecturer**

- Seminar on Technopreneurship and Innovation on 21 April 2016 organised by the Mauritius Research Council (MRC)
- Consultative Workshop on the Development of a 10 Year Master Plan for SME Sector on 26 July 2016 organised by Empretec Mauritius
- Smart Cities Training on 06 & 07 April 2017 organised by DoraCrea
- Seminar on "Modern Distance Education for English-Speaking African Countries" from 03 to 23 May 2017 in Changchun, China organised by the Government of the People's Republic of China
- Symposium for Academics on "Promoting Sustainable Development and Strong Institutions: The Key Role of Anti-Corruption Education" on 06 April 2017 organised by Independent Commission Against Corruption

**Mrs V Gooria, Lecturer**

- Seminar for University Teachers from Developing Countries from 8 to 28 July 2016 held in Changchun, China organised by the Northeast Normal University, China
- Symposium for Academics on "Promoting Sustainable Development and Strong Institutions: The Key Role of Anti-Corruption Education" on 06 April 2017 organised by Independent Commission Against Corruption

**Mrs M Gungea, Lecturer**

- Training Course on "Modern Distance Education for English-Speaking African Countries" from 06 to 26 May 2016 held in Changchun, China organised by the Government of the People's Republic of China
- The Structured Brainstorming Workshop for identification & prioritization of applied social research themes on 28 November 2016 organised by the Mauritius Research Council
- The 2016 IEEE International Conference on Emerging Technologies and Innovative Business Practices for the Transformation of Societies (EmergiTech) held at the Ravenala Attitude, Balaclava from 03 to 06 August 2016 organised by IEEE Emergitech 2016
- Symposium for Academics on "Promoting Sustainable Development and Strong Institutions: The Key Role of Anti-Corruption Education" on 06 April 2017 organised by Independent Commission Against Corruption



-Workshop on Quality Assurance in Higher Education on 24 April 2017 organised by the Tertiary Education Commission

**Mrs T Jutton, Lecturer**

- Corporate MasterClass Training: Marketing for Non-Marketing Professionals on 22 & 23 April 2016 organised by DoraCrea
- Workshop on Digital Economy on 06 May 2016 organised by the Board of Investment

**Mrs K Ramsohok-Heerasing, Lecturer**

- Workshop on Education and Training in the context of the APEI held on 22 & 23 March 2017 organised by the Ministry of Foreign Affairs, Regional Integration and International Trade Division
- Symposium for Academics on "Promoting Sustainable Development and Strong Institutions: The Key Role of Anti-Corruption Education" on 06 April 2017 organised by Independent Commission Against Corruption
- Seminar on "Modern Distance Education for English -Speaking African Countries" from 03 to 23 May 2017 in Changchun, China organised by the Government of the People's Republic of China

**Mrs S Samjawon-Neerbun, Lecturer**

- Workshop on Inclusive Green Economy in Mauritius: What skills do we need? on 03 April 2017 organised by Civil Service College Mauritius
- Workshop on Quality Assurance in Higher Education on 24 April 2017 organised by the Tertiary Education Commission

**Mr M Sohorye, Lecturer**

- The 2016 IEEE International Conference on Emerging Technologies and Innovative Business Practices for the Transformation of Societies (EmergiTech) held at the Ravenala Attitude, Balaclava from 03 to 06 August 2016 organised by IEEE Emergitech 2016
- Symposium for Academics on "Promoting Sustainable Development and Strong Institutions: The Key Role of Anti-Corruption Education" on 06 April 2017 organised by Independent Commission Against Corruption
- Intellectual Property Day Celebration workshop for Academics/Researchers on 27 April 2017 at Rajiv Gandhi Science Centre
- Seminar on "Modern Distance Education for English-Speaking African Countries" from 03 to 23 May 2017 in Changchun, China organised by the Government of the People's Republic of China

## **OPEN SCHOOL DIVISION**

### **Mr I Seetaramadoo, Director (Open School)**

- Barclays Ready To Work Workshop on 19 April 2016 organised by Barclays Bank Mauritius Ltd
- Stakeholder's Workshop on "Capturing Brain Gain: an Exploration of Knowledge Transfer from Expatriates to Locals in Mauritius" on 07 June 2016 organised by the University of Mauritius and the Mauritius Research Council
- Capacity Building Workshop on Recognition of Prior Learning (RPL) at Higher Level of the National Qualifications Framework (NQF) on 28 & 29 June 2016 organised by the Mauritius Qualifications Authority
- Consultative Workshop on State Reports on the International Covenant on the 5th Periodic Report on the Economic, Social and Cultural Rights (ICESCR) and the 20th Periodic Report on the Convention on the Elimination of all Forms of Racial Discrimination (CERD) on 07 December 2016 organised by the Prime Minister's Office of Mauritius.
- "Workshop on Inclusive Green Economy in Mauritius: What skills do we need?" on 03 April organised by Civil Service College Mauritius

### **Mr P Appavoo, Senior Academic Media Coordinator**

- Seminar on Technopreneurship and Innovation on 21 April 2016 organised by the Mauritius Research Council (MRC)
- The 2016 IEEE International Conference on Emerging Technologies and Innovative Business Practices for the Transformation of Societies (EmergiTech) held at the Ravenala Attitude, Balaclava from 03 to 06 August 2016 organised by IEEE Emergitech 2016
- Regional Workshop for the Setting up of a Regional e-Governance Academy in Mauritius held from 17 to 19 January 2017 organised by the Indian Ocean Commission
- Workshop on Research Management, Research Uptake and Innovation on 07 & 08 March 2017 organised by the University of Mauritius

### **Ms M Li Yin, Senior Academic Media Coordinator**

Economy-Action Planning Workshop held on 14 June 2017 organised by the National Productivity and Competitiveness Council

### **Mr A J Rumjaun, Lecturer**

- Barclays Ready To Work Workshop on 19 April 2016 organised by Barclays Bank Mauritius Ltd

## **ADMINISTRATION DIVISION**

### **Mrs S Gopee, Registrar**

- Workshop on Quality Assurance in Higher Education on 24 April 2017 organised by the Tertiary Education Commission

**Mrs S Booneedy, Executive Officer**

Training programme on Tender Preparation and Evaluation on 22 & 23 June 2017 organised by Civil Service College Mauritius

**SAFETY AND HEALTH UNIT**

**Mrs R Ramdoyal, Safety & Health Officer**

Seminar on Occupational Safety and Health for Employers/Employees in parastatal organisations from 19 to 20 January 2016 organised by the Ministry of Labour, Industrial Relations, Employment and Training, Occupational Safety and Health Information and Training Centre

**MARKETING AND PUBLIC RELATIONS UNIT**

**Mr J Beesoon, Marketing & Development Officer**

Training programme on Developing and Implementing Strategic Marketing Plans from 16 to 17 June 2016 organised by Valdus Company Ltd

**HR UNIT**

**Ms M D Gokhul, Administrative Officer**

-Training Workshop on "Archives Administration, Archives Preservation and Records Management" on 25, 26 & 27 May 2016 organised by the National Archives  
-The National Consultation Workshop on "Future of Work Initiative held on 27 & 28 September 2016 organised by the Ministry of Labour, Industrial Relations, Employment and Training

**MULTIMEDIA AND ICT SERVICES DIVISION  
ICT UNIT**

**Late Mr V P Murdan, Systems Analyst/Senior Systems Analyst**

Workshop on "World Telecommunication and Information Society Day, 2016 - Internet of Things: Prospects and Challenges for Mauritius and ICT Entrepreneurship for Social Impact" on 17 & 18 May 2016 organised by the Ministry of Technology, Communication and Innovation in collaboration with the Mauritius Research Council and the National Computer Board

**Mrs P Hurgobin, Computer Operations Controller**

Seminar on Sage ERP on 21 April 2016 organised by the Business Intelligence Consulting Solutions Ltd

**Mr D Murdan, Systems Analyst/Senior Systems Analyst**

-Training of Trainers on effective e-learning on 05 & 06 April 2017 organised by Civil Service College Mauritius

## **QUALITY ASSURANCE TEAM**

### **Mr V S Patten, Head Graphics, Publishing and Printing Leader, Quality Assurance Team**

-IRCA Registered ISO 9001:2015 Quality Management Systems Auditor/Lead Auditor Transition Training from 25 to 26 February 2016 organised by the Mauritius Standards Bureau

-Workshop on "World Metrology Day" on 20 May 2016 organised by the Mauritius Standards Bureau

-ISO 9001:2015 - Quality Management Systems Implementer Course from 22 to 24 August 2016 organised by the Mauritius Standards Bureau.

-Workshop on Quality Assurance in Higher Education on 24 April 2017 organised by the Tertiary Education Commission

### **Mrs M Chadee, Administrative Officer**

-Workshop on Quality Assurance in Higher Education on 24 April 2017 organised by the Tertiary Education Commission

-ISO 9001:2015 Quality Management System (QMS) - Implementer Course held from 08 to 10 May 2017 organised by Mauritius Standards Bureau

## **STUDENT AFFAIRS UNIT**

### **Mrs H Atawoo, Graphics Artist, Responsible Officer for the Student Affairs Unit**

-Training of Trainers on effective e-learning on 05 & 06 April 2017 organised by Civil Service College Mauritius

## **ENGINEERING AND TECHNOLOGY SERVICES UNIT**

### **Mr A Ramseebaluck, Technical Executive (Engineering and Technology Services)**

Operational training of 3D Printers on 08 & 09 March 2017 organised by the Ministry of Finance and Economic Development/ Chinese Government

### **Mr A Ramjhuria, Senior Technician (Engineering and Technology Services)**

Operational training of 3D Printers on 08 & 09 March 2017 organised by the Ministry of Finance and Economic Development/ Chinese Government

## **LEARNING RESOURCE CENTRE**

### **Ms P F Ah Fat, Head, Library Services**

Training Workshop on "Archives Administration, Archives Preservation and Records Management" on 25, 26 & 27 May 2016 organised by the National Archives

**Ms O Gopal, Documentation Officer**

*L'atelier de formation: Accès aux ressources documentaires on 26 August 2016 organised by Le Campus numérique francophone de l'Agence Universitaire de la Francophonie*

**FINANCE DIVISION**

**Mr S Nunkoo, Financial Controller**

Training session programme on Leadership and Strategic Thinking on 15 and 22 December 2016 organised by the Civil Service College, Mauritius

**Mrs B Gungah, Assistant Financial Operations Officer**

Course on Income Tax for HR Managers on 21 September 2016 organised by Education Consult Ltd

**Mrs K Raghonath, Assistant Financial Operations Officer**

Course on Income Tax for HR Managers on 21 September 2016 organised by Education Consult Ltd

**PROCUREMENT AND STORES UNIT**

**Mr S P Arlanda, Senior Procurement & Supply Officer**

Training programme on Tender Preparation and Evaluation on 22 & 23 June 2017 organised by Civil Service College Mauritius

**Mrs D Chatooh, Procurement & Supply Officer**

Training programme on Tender Preparation and Evaluation on 22 & 23 June 2017 organised by Civil Service College Mauritius

**Mr V Thanthonee, Purchasing & Supply Officer**

Training programme on Tender Preparation and Evaluation on 22 & 23 June 2017 organised by Civil Service College Mauritius

**Mrs V Rangan, Clerk/Word Processing Operator**

Training programme on Tender Preparation and Evaluation on 22 & 23 June 2017 organised by Civil Service College Mauritius

**Mrs K Pillay Havaga, Clerk/Word Processing Operator**

Training programme on Tender Preparation and Evaluation on 22 & 23 June 2017 organised by Civil Service College Mauritius

**INTERNAL AUDIT UNIT**

**Mrs P Ramdoo-Sadien, Internal Auditor/Senior Internal Auditor**

Audit Workshop: Data Analytics, Ethics and Fraud held on 26 April 2017 organised by New Fundamental Solutions Ltd

## **PARTICIPATION IN INTERNATIONAL FAIRS**

### **Mr J Beesoon, Marketing & Development Officer & Mr A Jugmohun, Technical Officer/Senior Technical Officer (Research)**

-The 'Mauritius Education Fair' organised by the Board of Investment (BOI) on 07 September 2016 followed by two days of school visits on 08 and 09 September 2016 in Kigali, Rwanda

## **Complaints and Grievances**

The Open University has laid down its procedures for addressing representations/grievances by members of staff in relation to their employment. All staff have been informed of the procedures and information pertaining to same is also posted on the intranet of OU.

## **MARKETING AND PUBLIC RELATIONS (MPR) UNIT**

The MPR Unit of OU looks into the overall communication and promotion strategies of the University, devising messages and implementing nationwide dissemination of information through multiple media and also through event management.

MPR also provides continuous information to the public through the OU website, the official Facebook page of the University, through email and on phone. Queries are received daily from the public and are answered within 24 hours.

The Unit also handles Continuous Professional Development (CPD) courses for Doctors by nurturing positive working relationships with local Doctors, the Medical Council of Mauritius and international partners like the Royal College of Physicians of Edinburgh (RCPE).

The MPR Unit is headed by the Marketing and Development Officer Mr J. Beesoon, who leads a small team of five staff; one Office Management Assistant, one Management Support Officer, one Senior Technician and one Trainee.

### **Activities**

#### **Open Days**

Each year, OU plans and executes Open Days.

In 2016, the Open Day was held at OU's headquarters in Réduit on 2 July. The Open Day attracted more than 1,000 visitors who had opportunities to interact with OU staff for counselling and learning about the ODL mode and discovering OU's uniqueness.

All Units participated in the Open Day and applications were received on the spot for the July intake. Several partners were on our premises and offered services like Virtual reality demonstrations, first aid demos, eye checks, student loan advice, etc...

In addition, several activities were organised on the University's premises and on-the-spot enrolment encouraged many prospective learners to take the step and apply for the next intake.

The second Open Day was scheduled for 1 July 2017 and the MPR Unit was fully involved in organisation of the event. A number of TV, radio and newspaper messages were issued and a large quantity of printed materials (posters and flyers) were also disseminated.

The objectives are to inform various segments of the population that enrolment has started and also to provide prospective learners with key information to enable smooth registration until the induction session. The Unit works in close collaboration with Admissions Office.

## Communication Campaigns

Other communication campaigns are implemented via television, radio, newspapers and e-marketing methods.

During the period under review, the number of times OU appeared in paid media were as follows:

Medium	Number of Adverts/Dissemination
Television	67
Radio	79
Newspapers/Magazine	33
Posters/Flyers/Banners/Brochures Distributed	16,800

E-marketing campaigns: 8 (mass mailing) in databases of more than 50,000 recipients per mailing exercise.

Printed materials are distributed in fairs and sent by post across Mauritius and Rodrigues, to Governmental and Parastatal bodies and Private companies.

TV and Radio Spots are conceived by MPR and produced in collaboration with Audio-Video Production Unit of OU and all printed materials are also printed in-house at the Graphics, Publishing and Printing Section.

## Other Projects Handled by MPR Unit

### Training and Career Guidance Fair 2016, Rodrigues

The fair was organised by the Chief Commissioner's Office on 29, 30 Jan 2016 at Malabar in Rodrigues.

OU was present during the fair and offered advice and application information to prospective learners. Actual OU learners in Rodrigues were also welcomed to the stand. It was an opportunity to explain the open distance learning mode concept to visitors and also present the uniqueness of OU.

### OU-IFA Tax Seminar, 13 Feb 2016, Venue: OUCC

Organised by MPR and AAD

MPR looked into the event promotion and registration and other organisational elements until delivery of certificates. AAD provided the resource persons.



## Induction Sessions – January and July Intakes

MPR works in close collaboration with AAD for the organisation of the induction sessions for the following programmes:

- Undergraduate & Postgraduate Programmes
- Foundation Courses
- PhD & DBA
- CILT courses
- Master of Public Health

Induction sessions are aimed at exposing new learners to the ODL environment and help them embark confidently on their new journeys with OU. A number of interactive sessions and opportunities to meet staff of the University were organised.

Feedback questionnaires are also collected during the induction sessions and processed at MPR.

Part of the data processed served as inputs to Open School to organise Employability induction sessions.

During the period under review, three induction sessions were organised for newly admitted learners. The induction sessions were held in January 2016, July 2016 and January 2017 for 691, 710 and 799 new learners respectively.

## Conference Tahar Ben Jelloun – 08 March 2016, Venue: OUCC

OU had the privilege to welcome Mr Ben Jelloun of *L'Académie Française* to hold an interactive talk on the theme *Le racisme et ses nouveaux avatars*. OU learners, academics and various personalities in the field of education, media and culture attended the event. The event was widely covered by the local press (newspapers, radio and TV).

## Convocation and Award Ceremonies

MPR worked in close collaboration with Admissions Unit to organise the 2nd, 3rd and 4th Convocation Ceremonies. MPR looked into all matters related to the venue, décors, set-up, location signage, gifts, prizes, press issues, photography and souvenir sales.

For the 2nd Convocation Ceremony held on 10 May 2016, we had the privilege to welcome H.E. Shri A K Mudgal, High Commissioner of the Republic of India.

For the 3rd Ceremony, held on 26 and 27 October 2016, there were 3 sessions and our chief guests were

1. Mr Peter COOK, CEO of Human Dynamics, Virgin
2. His Excellency Mr Li Li, Ambassador of the People's Republic of China
3. Her Excellency Ms Susan Coles, Australian High Commissioner

During its 4th Convocation Ceremony, held at the MGI Auditorium on 20 April 2017, OU also awarded its first PhD degree to one of its graduand. The Hon. (Mrs) L D Dookun-Luchoomun Minister of Education and Human Resources, Tertiary Education and Scientific Research, was the chief guest for that ceremony.

Two sessions were held on that day for awardees at undergraduate, postgraduate and doctoral levels.

MPR also worked in collaboration with Open School Division for the organisation of Foundation Courses Award Ceremonies (23 May 2016) and the Civil Service Certificate Award Ceremonies (30 May 2016). Both were the first organised by OU.

### **Centre for Intercultural Studies (CRI)**

The Centre for Intercultural Studies (*Centre de Recherche sur l'Interculturel, CRI*) was launched by Dr J-M G Le Clézio, Nobel Prize in Literature (2008) on the first Convocation Ceremony of OU in 2015. *CRI* focuses on three principal aspects: Research, Training and Intercultural Encounters.

Initially, the encounters are meant to promote mutual understanding among the various centres and encouraging participation in forthcoming intercultural activities. A dedicated website ([www.cri.open.ac.mu](http://www.cri.open.ac.mu)) was launched and an interactive session was organised during the first encounter.

Two encounters were organised at OU:

In August 2016, the first Intercultural Encounter was held at OU.

In June 2017, OU had the honour to welcome again Dr J-M G le Clézio, for another encounter. The event revealed OU's forthcoming Certificate in *Éducation et Médiation Interculturelle Appliquée* and J-M G Le Clézio talked about the intercultural phenomenon in general and launched the booklet, *The Intercultural and the Arts*, published by OU's *CRI*.

### **Rwanda - Higher Education Fair And Visit To Institutions 07-09 September 2016**

Led by BOI, OU participated in a mission to Rwanda from 07 to 09 September 2016. Around 15 Mauritian Tertiary Education Institutions (TEIs) participated in the project. It was an opportunity to showcase OU's mission, vision, uniqueness and also gather interests for our programmes.

Following interactions with the public, prospective students and officers from various institutions, it has been observed that the demand for tertiary education is high in Rwanda, a country which aspires to become an education hub in the region. Meetings were held with Rwanda Development Board (RDB), Higher Education Council (HEC) and representatives of five secondary schools and four universities. A potential site for an administrative office for OU in Rwanda has already been identified.

## Other Events

- Personal Development Workshop, followed by Prize Giving Ceremony on 20 December 2016 in OU Lecture Theatre, Réduit.
- Open School in collaboration with MPR organised the workshop Design Your Future by Sandi Putchay, Certified Master Neuro-Linguistic Programming Practitioner, Certified Master Life Coach and Certified Timeline Therapist, to train staff and learners.
- A Prize Giving Ceremony was held to reward winners of the Story Writing Contest and the Definition Contest organised in the context of OU Francophone activities, in collaboration with the Ministry of Arts and Culture.

## Public Fairs

OU participated in the following fairs:

1. Mauritius International University and Career Expo 2017 held on 17,18 and 19 February 2017 at SVICC.
2. Training and Education Fair, Rodrigues, held on 03 and 04 March 2017
3. Export of Services in Uganda and Kenya, led by the Board of Investment, from 05 to 09 June 2017. The Export of Services Mission involved the participation of a number of public and private TEIs and contributed to project Mauritius as an education destination par excellence. For OU, it was an opportunity to showcase its uniqueness, mission, vision and achievements in fairs and among students, decision makers and the general public. A report was submitted for subsequent strategies to be adopted for OU to penetrate the African market through these countries.
4. National Family Day 2017: OU was present during the fair at Gymkhana on Saturday 13 and Sunday 14 May 2017, upon the invitation of the Ministry of Gender Equality, Child Development and Family Welfare.

## Medical Continuous Professional Development

Following the success in hosting medical symposia web-streamed from RCPE since 2014, OU continued in its endeavour to provide continuous medical training to Doctors and Healthcare professionals and hosted the following symposia in its lecture theatre in 2016:

1. Neurology (05 October 2016)
2. Cardiology (09 November 2016)

More than 120 participants attended both sessions combined.

The MPR Unit is involved in the full coordination and management of medical CPD activities for Doctors and Healthcare professionals.

The following were organised in 2017:

1. Course on Consultation Skills for Doctors and Healthcare Professionals (in collaboration with Academic Affairs Division) – 10-hr self learning, with two 2-hr interactive sessions. Awarded 4 CPD credit points
2. Symposium on Renal Medicine in collaboration with Royal College of Physicians of Edinburgh – 27 April 2017. Awarded 4 CPD credit points
3. Symposium on Public Health in a changing world in collaboration with Royal College of Physicians of Edinburgh – 31 May 2017. Awarded 4 CPD credit points
4. Development of medical CPD plan for OU in collaboration with visiting Professor from Imperial College London: working sessions with Ministry of Health and Quality of Life, Medical Council of Mauritius, bodies of medical practitioners, etc. only 1 period.

### **Award of Prize to OU Learner**

One of OU's learners recently participated in a film competition organised by the Mauritius Film Development Corporation (MFDC) and won the 3rd prize. A prize giving ceremony which included the film projection, was organised to express recognition to the learner, Mr Leto, from Botswana, enrolled in BA (Hons) Communication, Media and Journalism at OU. In a recorded interview, Mr Leto expressed his gratitude towards OU where he said he is acquiring a number of skills.

### **Articles and Photography**

MPR is also involved in the write-ups of articles for various purposes required for instance by the press, specialised publications (E.g. Public Sector Guide) and various authorities following requests.

MPR also archives photos of all corporate events which occur at the University for publication on the University's website and Facebook page. They are then kept for future use.

### **Establishment of PRIDE at OU**

OU had the privilege to host the establishment of the Africa Platform for Regional Integration Development Effectiveness (PRIDE) at the University on 06 January 2017. This high-profile launch took place in presence of His Excellency Mahboub Maalim, Executive Secretary of Inter-Governmental Authority on Development, from the Republic of Djibouti, accompanied by a number of distinguished delegates. Hon. (Mrs) L D Dookun-Luchoomun, Minister of Education and Human Resources, Tertiary Education and Scientific Research honoured the event and launched the platform at OU.

## ADMISSIONS OFFICE

The Admissions Office operates under the Administration Division to ensure that accurate information is given to prospective learners thus enabling them to make informed decisions. It is responsible for processing applications from prospective learners. The Admissions Office provides assistance to OU's prospective learners throughout the learner's application process and module registration. This Office also processes requests for exemption from new learners and organises convocation ceremonies which are held twice a year.

Registered learners are provided with their respective learner ID cards, bus pass (applicable for full-time learners) and visa facilities for foreign learners.

The Admissions Office organised three Convocation Ceremonies during the period January 2016 to 30 June 2017 and for the issue of certificates to successful learners.

The Admissions Unit was headed by a Deputy Registrar, Mrs S Ramasawmy from January 2016 to June 2017 when the latter proceeded on retirement leave. From January 2016 to May 2017, in addition to the Deputy Registrar, the Unit was composed of one Administrative Officer, one Documentation Officer and one Assistant Documentation Officer who were providing administrative support, one Clerk/WPO, three trainees working as Clerk/WPO and one trainee working as attendant. From May 2017, the ADO has proceeded on a long period of leave. There is at present one Documentation Officer providing administrative support, one Clerk/WPO and three trainees as Clerk/WPO and one trainee as attendant. In June 2017, the Deputy Registrar proceeded on pre-retirement leave and the Administrative Officer Mrs K Moonian has been entrusted the responsibility to head the Admissions Unit.

### **Activities**

#### **1. Admission of Learners**

Number of applications processed and registration figures for period 1 January 2016 to 30 June 2017 are as follows:

<b>Intake</b>	<b>No. Processed</b>	<b>No. Registered/Paid</b>
January 2016	891	795
July 2016	1,050	854
January 2017	1,049	942

#### **2. Exemptions**

60 learners applied for exemption during the period 1 January 2016 to 30 June 2017. OU provides exemption for a maximum of 3 modules per programme. Requests for exemption are examined and approved by the Programme Manager and Head of Academic Affairs Division in line with the decision of the Academic Council. The number of exemptions granted are given in the report below.

Intake	No. of Requests Received	No. of Modules Applied for Exemption	No. of Modules Exemption Given
January 2016	18	43	28
July 2016	17	36	19
January 2017	25	75	61

### 3. Issue of ID Cards

OU issues ID cards to all its learners following Foundation Courses, and Undergraduate and Postgraduate programmes for the duration of the programme. The exercise is contracted out.

## EXAMINATIONS UNIT

OU set up its Examinations Unit in August 2012 in compliance with subsection 5(h) and (i) and 24(d),(f),(i) and (j) of the Open University of Mauritius Act No. 2 of 2010.

The mission of the OU Examinations Unit is to establish an efficient and transparent assessment and evaluation system that will meet the expectations of the Academia and the learners.

The OU Examinations Unit oversees the design and preparation of examination question papers, appointment of Examiners, Moderators, and Invigilators and prepares the examinations calendar. It conducts the end-of-semester module examinations, processes the marks and declares the results twice yearly.

After the proclamation of final results for each semester examination, the OU Examinations Unit has to prepare a list of awardees after ensuring that all learners who have completed, fulfill all the requirements prescribed for each programme for the award of the University's degree.

### **Activities**

During the period under review, the activities of the OU Examinations Unit have grown substantially. Tables 1 and 2 provide details on the type of examinations conducted and the number of candidates registered.

The Examinations Unit has designed and delivered assessments for more than 3,000 learners. Staying at the forefront of technological change is vital. To this end, OU is investing in an Examinations Management System. The system will be operational as from January 2018.

The Unit has also provided consultancy services for the conduct of competitive examinations.

The OU Examinations Unit managed 123 programmes and 782 modules over two semesters. It issued results for 5,067 candidates.

### Examinations Conducted for Period January to December 2016

Examinations	No. of Programmes Examined	No. of Modules Examined	No. of Learners
OU May/June Exam 2016	59	340	2,420
OU Nov/Dec Exam 2016	56	391	2,609
IGNOU June 2016	2	10	14
IGNOU December 2016	3	15	12
Amity June 2016	2	9	3
Employability Skills	1	17	189

### Examinations Conducted for Period January to June 2017

Examinations	No. of Programmes Examined	No. of Modules Examined	No. of Learners
OU May/June Exam 2017	35	453	2,938
Master of Public Health June 2017	1	3	13
IGNOU	1	8	4
OMA	1	4	107
CS	1	3	77 + 12 (Rod)
Amity June 2017	1	2	4
Employability Skills	1	7	84
CILT	1	3	26

## **LIBRARY**

During the period under review, the activities of the Library were focused on four areas: e-library, user education, sales service and collection of students' assignments.

The main aim of the OU Library is to provide library support to staff and learners of OU.

The main objectives of the library are:

- To support the curriculum requirements of the University
- To provide books and other materials to support the work, studies and research of OU staff and learners
- To provide access to information in several formats, including e-books and online journals, to staff and students
- To provide seating facilities to learners and staff for study

The Library is led by a Head, Library Services, Ms P F Ah Fat assisted by one (1) Senior Documentation Officer, one (1) Documentation Officer and two (2) Assistant Documentation Officers. The staff run two libraries during semester time, one at the headquarters in Réduit and a branch library at the campus in Curepipe.

### **Activities**

The activities of the Library are

- Provision of books (including e-books) and other learning resources to support the work, studies and research of our library users
- Reference service – assisting users in finding information and in research
- Sale of print manuals
- Collection of learners' assignments

### **E-Library**

As OU aims at being a technology-based university, the concept of the e-library is important. E-books and online journals are made available to staff and students. The e-library is particularly suited to students who have opted to study by distance education mode and whose physical presence on the campus is minimal. They can access the e-library 24/7 from any location with internet access, and not only at OU.

The OU library started with the online databases provided by EBSCOhost and Emerald. Over the years, it further enhanced its e-library collections by adding the following three new databases; JSTOR, ProQuest Literature Online and ProQuest Arts and Humanities. In 2016, it added one more database, namely Cairn.Info. The different databases aim at providing varied subject content, so that staff and students can access rich and diversified platforms.



In addition, Library users can also access the online database HINARI, specializing in biomedical and health literature, from the Library premises.

The different databases provide varied subject content, so that staff and students can access rich and diversified platforms. Briefly, students and staff have access to some 500,000 e-books and 14,883 online journals.

During the period under review, usage was as follows;

Database	No. of Searches from January to December 2016	No. of Searches from January to June 2017
EBSCOhost	144,137	63,002
Emerald	18,387	8,143
JSTOR	6,103	1,986
ProQuest Arts and Humanities	1,861	604
ProQuest Literature Online	1,546	645
Cairn.Info	798	285
<b>TOTAL</b>	<b>172,832</b>	<b>74,665</b>

## User Education

All new students were given a basic training on how to access, search and download online databases subscribed to by OU. The Head of the Library made presentations on "Using the E-Library" at all induction sessions held for the newly enrolled students.

Help, by email or telephone, was also provided when students faced problems with searching and accessing the online databases.

In March 2017, a practical workshop on accessing and searching the online databases was run by the Library for postgraduate students, which was well attended and appreciated.

## Sales Service

Students received free soft copies of manuals required for the programmes they were enrolled on. However, they had the option of buying hard copies of their manuals, sold at cost prices from the Library. It was noted that 116 students chose to buy 292 manuals from OU for an amount of Rs 97,700 in 2016 and for the first six months of 2017, 39 students bought 113 manuals for an amount of Rs 37,075.

## World Book Day 2016

On 23 April 2016, the Library organised jointly with the Academic Affairs Division and Marketing and PR Unit a World Book Day full of activities, such as a Book Tree, a Bring and Share of Books, and a corner for emerging writers to sell their books and meet their readers. Students were happy to meet the talented young authors who signed autographs and posed for photos.

## Creative Writing Workshop 2017

In April 2017, the Library celebrated World Book Day by organising a creative writing workshop in collaboration with the US Embassy. The workshop was conducted by Dasha Kelly Hamilton, an American writer. It was open to all OU students, regardless of their field of study or level. As a matter of fact, forty-three undergraduates and postgraduates of various disciplines joined the workshop and learned tips on how to write creatively.

## Collection of Students' Assignments

Students' assignments were collected by Library staff during week days, and then despatched to the Academic Affairs Division.

# GRAPHICS, PUBLISHING AND PRINTING SECTION

At the Graphics, Publishing and Printing (GPP) Section, we know that our continued success depends on ensuring we not only meet client requirements, but often exceed them. These requirements include among others: Competitive Cost Rates, Quality and Reliability, Short Turnaround Time and Customised Service.

Using up-to-date multimedia technology and powerful computers, scanners, high-quality printers, and the latest programs available, we bring solutions for quality designs and products to both our internal and external clients, to meet their specifications and often exceed their requirements.

We offer the following support services:

- Graphic design and Desktop publishing
- Copy editing and proofreading
- Electronic scanning
- Digital printing
- Offset printing in full colours
- Finishing services (Binding, laminating and stitching)
- Photocopying and reprography
- Consultancy on matters pertaining to graphic design, book design and production and printing in general.

- Assistance and technical expertise to other parastatal and government organisations in the field of logo design, corporate publications, and acquisition of printing/reprographic equipment.

The GPP is headed by Mr V Patten, the Head of Graphics, Publishing and Printing. He is supported by an experienced team of two (2) Senior Printing Officers, three (3) Graphics Officers; a Copy Editor, two (2) Graphics Artists, and three (3) Printing Officers.

Administrative support is provided by two (2) staff on work placement.

## **Main Clients/Stakeholders**

We produce a multitude of printed materials, such as study manuals, booklets, posters, CD and DVD labels, fact sheets, brochures, flyers, advertisements for newspapers, annual reports, among others for our internal and external clients.

### *Internal Clients*

Academic Affairs Division, Marketing and Development Unit, Open School Division, Admissions Unit, Stores Unit and the Administration.

### *External Clients*

OU's parent ministry (the Ministry of Education and Human Resources, Tertiary Education and Scientific Research), other ministries and parastatal organisations.

## Activities/Achievements for the Period

*Some of the Important Projects:*

Internal Client	Type of Work	Quantity (Units)	
Open University of Mauritius	OU Headed Paper	50,000	
	A4 prints (sheets+ Fact sheets)	9,292	
	Flyers	8,250	
	Posters	5,997	
	DVD Labelling	4,124	
	Bookmarks	4,000	
	Cards (Invitation Cards, Refreshment Vouchers and Gown Vouchers)	3,046	
	Note Pads	3,000	
	Brochures	2,200	
	Certificates	1,020	
	Manuals	622	

<b>External Clients</b>			
<b>Client Name</b>	<b>Type of Work</b>	<b>Project Name</b>	<b>Quantity (Units)</b>
Ministry of Business, Enterprise and Cooperative (Cooperatives Division)	Booklets	National Awards for Cooperatives - Participation Booklet	1,000
	Booklets	National Awards for Cooperatives - Guideline Booklet	1,000
	Folders	National Awards for Cooperatives	1,000
	Posters	National Awards for Cooperatives	200
Tertiary Education Commission (TEC)	Bookmarks	Inqaqhe 2018 Forum	250
	Brochures	Quality Assurance in Higher Education	150
Ministry of Finance and Economic Development	Jacket Covers	Annual Report 2015, 2015/2016	125
	CD Labels	Annual Report 2015, 2015/2016	125
	Book Covers (A3+)	Annual Report 2015, 2015/2016	12

## Total Range of Print Materials Produced by the GPP Section

Nature of Work	Internal Client (Units)	External Clients (Units)
A4 prints (sheets+ Fact sheet )	9,292	
Annual Report Booklet	149	
Annual Report CD	402	
Artwork	2	
Binding only	44	
Booklets	100	2,000
Bookmarks	4,000	250
Brochures	2,200	150
Business Cards	400	
Cards (Invitation Cards, Refreshment Vouchers and Gown Vouchers)	3,046	
Certificates	1,020	
DVD Labelling	4,124	125
Flyers	8,250	
Folders		1,000
Jacket Covers		125
Manuals	622	
Name Plates	14	
Note Pads	3,000	
OU Headed Paper	50,000	
OU Magazine	50	
Posters	5,997	212
Strategic Plan Booklets	6	
Strategic Plan CD Version	9	
<b>Total</b>	<b>92,727</b>	<b>3,862</b>

## INFORMATION TECHNOLOGY UNIT

OU is heavily reliant on a sound and efficient Information and Communication Technology service in order to deliver courses on a blended mode. The aim of the IT Unit is to provide effective, efficient and collaborative IT services, solutions and strategies in a timely manner so as to support the University's strategic goals. This Unit oversees the software requirements of OU while also ensuring that the internet services are available around the clock to all internal and external users.

The IT Unit endeavours to be the department that OU staff and learners seek out as a partner for providing innovative and creative solutions and reliable information in order to help them achieve their objectives and goals.

This Unit also aims at identifying factors that contribute towards learners' satisfaction. Continuous improvement is the motto of the IT Unit and in order to do so, it continuously strives to identify weaknesses in the service and find solutions to enhance its services.

The IT Unit was led by one Senior Systems Analyst Mr V P Murdan, supported by, one Computer Operations Controller and one trainee until August 2016. Upon the demise of the Senior Systems Analyst in August 2016, the Unit was manned by the Computer Operations Controller until January 2017. As from mid-January 2017, one Clerk/Word Processing Operator was posted to the Unit and in March 2017, a new Systems Analyst/Senior Systems Analyst was recruited. The second SA/SSA assumed duty in mid-April 2017.

## **Activities**

The IT Unit provided its full assistance during the following:

- Graduation Ceremonies (May 2016, October 2016 and April 2017)
- Induction Sessions (February 2016, August 2016, February 2017)
- Open Day (June 2016)

## **1. In-House Developed Systems**

OUERP (Open University Enterprise Resource Planning) system is the Management Information System (MIS) used to manage the data of the students. The development started in 2013. The MIS is fully operational for Admissions Office and as such the application process for programmes is being done online.

## **Re-Registration of Modules**

The process of re-registration of modules was done online where all OU learners could access a link to register for their respective modules. After registering for the modules, the learner had to print a voucher and effect the payment either at the OU counter or any SBM counter. Online re-registration for modules for all learners was done for January 2016 and July 2016 through the in-house developed system.

## **2. IT Equipment and Software**

The IT Unit provides technical support in elaborating technical specifications for the purchase of IT equipment and software. The IT Unit has purchased a new server to be used for the implementation of a new system being developed for OU. The Unit also provides technical support during the process of license renewal for software purchased. 141 Symantec Licenses were renewed in February 2016 and 41 additional licenses were renewed in June 2016. License renewal was also done for Grammarly software which is used by staff and learners of OU to check grammar.

### **3. Online Vacancy for Assistant Systems Analyst (ASA) and Systems Analyst /Senior Systems Analyst (SA/SSA)**

In December 2016, an online system was devised with the assistance of a freelancer for enlistment of ASA and SA/SSA.

### **4. Online Enlistment of Part-Time Lecturers**

In May 2017, a new online system was devised for enlistment of Part-Time Lecturers at OU.

### **5. New System Being Developed for OU**

A new Integrated Information System is being developed for OU. The tender was launched and the contract was signed in 2015. Since January 2016, several meetings have been organised with all staff and the final Software Requirement Specifications (SRS) were finalized in August 2016. More meetings were organised on a daily basis with the assistance of the supplier/programmers and staff to build up the system according to the SRS. As at 30 June 2017, the system was being programmed, while testing by users had already started before the system was launched for parallel use in the second half of 2017.

### **6. Provision of Tablets for Students**

Tablets are purchased by OU and distributed to its learners. As at June 2017, the IT Unit uploaded materials to 1,200 tablets. Each tablet is uploaded with the study materials of each module in the respective programmes. The IT Unit also provides technical support to learners regarding faulty tablets whenever the need arises.

## **ENGINEERING AND TECHNOLOGY SERVICES (ETS) UNIT**

This Unit is responsible for provision of office and IT equipment to all sections of OU.

At present, the computing environment is built upon 227 PCs, 105 printers, 80 laptops located in three different buildings. We have also a structured network spreading 320 data points through data switches to deploy a cloud based mail intranet & other services. ETS provides services to procure, maintain and support the majority of hardware and applications in use across OU.

The service aims at harmonizing and streamlining the administration of these assets for optimum utilization. The remarkable performance of our University with a positive growth of learner population, has been possible through the collaborative efforts of all stakeholders. OU's maintenance of this trend is hinged on the use of sustainable emerging technologies.

The other important area of activities operating under ETS is the Management of Building Services Unit. Building services engineering is an interdisciplinary profession.



It involves the specification, design, installation and management of all the preventive and corrective maintenance services associated with the built environment.

With the growing complexity of engineering services in buildings and the significance of energy conservation and pollution control, the role of the building services is becoming increasingly important. The building is not meant to provide shelter only but also to provide a safe, comfortable and conducive environment.

## Consultancies

In January 2017, OU launched the exercise for enlisting the services of consultants to survey, report and make recommendations regarding the condition of the OU Curepipe Campus (OUCC) building structure and its services. In the same breath, an assessment of ICT infrastructure at both Réduit and OUCC was initiated and same is expected to be completed in August 2017.

## AUDIO-VISUAL PRODUCTION (AVP) UNIT

The Audio-Visual Production Unit is involved in the production of audio and video (Recording and Editing), mastering of CDs and DVDs for distribution. This Unit has a studio where professional video productions can be undertaken. It provides its support in producing videos which are provided to OU learners to assist them in their studies.

AVP staff also contribute in tutoring learners of the BA (Hons) Communication, Media and Journalism, the BA (Hons) English (Media Studies) and the BA (Hons) Graphic Design & Multimedia programmes.

The AVP Unit provides its services to internal as well as external customers. Requests for video production come from Management, OU Programme Managers, OU Marketing, Ministries and parastatal bodies.

Most requests were met for the mentioned period, except in situations where demands exceed capacity to produce.

The AVP Unit is led by the Head Audio Video Production, Mr M Latchayya, supported by four (4) Audio Video Executives, and three (3) Senior Technicians.

### Activities

The AVP Unit produces videos for uploading onto the Learning Management System (LMS) MOODLE, and to Learning Resources Centre for archiving.

This involves recording, editing (Audio and Video), management of Video Ingest Station (Server) which consists of uploading of rushes, converting of rushes, uploading of rushes on Editing Machine, downloading of edited programmes from Editing Machine and transferring to Ingest Station for converting to different Video Formats (FLV, MP4, MPEG2, etc.).

This Unit also carries out dubbing of CDs and DVDs for distribution as per requests from Programme Managers, Marketing and Public Relations Unit and other clients.

### **Support to Learners for Practical Experience**

Staff of the AVP Unit contribute to the module Audio-Visual Production of BA (Hons) Communication, Media & Journalism and to the module Media Studies of BA (Hons) English.

Learners of BA (Hons) Graphic Design & Multimedia also use the expertise of our staff and video facilities for the module Video- Post Production.

Other services offered include Sound System facilities, and operation of PCs during lectures and functions.

### **Achievements**

The AVP Unit recorded and edited 225 video programmes comprising video lectures in classroom (face-to-face sessions), studio recordings, video clips and documentaries. About 95 CDs and DVDs were mastered, and 11,000 CDs and DVDs were dubbed.



# **REPORT OF THE DIRECTOR OF AUDIT**

**On the Financial Statements of the  
Open University of Mauritius for the  
Eighteen Month Period Ended 30 June 2017**



# NATIONAL AUDIT OFFICE

## REPORT OF THE DIRECTOR OF AUDIT

### TO THE BOARD OF THE

### OPEN UNIVERSITY OF MAURITIUS

#### Report on the Audit of the Financial Statements

#### Qualified Opinion

I have audited the financial statements of the Open University of Mauritius, which comprise the statement of financial position as at 30 June 2017, and the statement of financial performance, statement of changes in net assets/equity and statement of cash flows for the 18-month period then ended, and notes to the financial statements, including a summary of significant accounting policies.

In my opinion, except for the possible effects of the matter described in the *Basis for Qualified Opinion* section of my report, the accompanying financial statements give a true and fair view of the financial position of the Open University of Mauritius as at 30 June 2017, and of its financial performance and its cash flows for the 18-month period then ended in accordance with International Public Sector Accounting Standards.

#### Basis for Qualified Opinion

The University awarded a contract for the supply of a Web Based Integrated Software System to a private contractor in December 2015 for the sum of Rs 15,136,015, inclusive of software maintenance charges of Rs 9,557,506 for a period of 10 years. The duration of the contract for the development and supply of the system software was 40 weeks, with scheduled completion date of 25 November 2016. As of March 2018, significant works were outstanding. No payments have been made to the contractor. Appropriate transactions or disclosures pertaining to the contract have not been made in the financial statements.

I conducted my audit in accordance with International Standards of Supreme Audit Institutions. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of my report. I am independent of the entity in accordance with the INTOSAI Code of Ethics and the ethical requirements that are relevant to my audit of the financial statements in Mauritius, and I have fulfilled my other ethical responsibilities in accordance with these requirements and with the Code of Ethics. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified opinion.

## **Key Audit Matters**

Key audit matters are those matters that, in my professional judgment, were of most significance in my audit of the financial statements of the current period. These matters were addressed in the context of my audit of the financial statements as a whole, and in forming my opinion thereon, and I do not provide a separate opinion on these matters. Except for the matter described in the *Basis for Qualified Opinion* section, I have determined that there are no other key audit matters to communicate in my report.

## **Other Information**

Management is responsible for the other information. The other information comprises the information included in the annual report, but does not include the financial statements and my auditor's report thereon.

My opinion on the financial statements does not cover the other information and I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I have nothing to report in this regard.

## **Responsibilities of Management and Those Charged with Governance for the Financial Statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with International Public Sector Accounting Standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Open University of Mauritius's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management intends to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Open University of Mauritius's financial reporting process.

## **Auditor's Responsibilities for the Audit of the Financial Statements**

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with International Standards of Supreme Audit Institutions will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with International Standards of Supreme Audit Institutions, I exercise professional judgment and maintain professional skepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Open University of Mauritius's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Open University of Mauritius's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Open University of Mauritius to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.



I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

I also provide those charged with governance with a statement that I have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on my independence, and where applicable, related safeguards.

From the matters communicated with those charged with governance, I determine those matters that were of most significance in the audit of the financial statements of the current period and are therefore the key audit matters. I describe these matters in my auditor's report unless law or regulation precludes public disclosure about the matter or when, in extremely rare circumstances, I determine that a matter should not be communicated in my report because the adverse consequences of doing so would reasonably be expected to outweigh the public interest benefits of such communication.

## **Report on Other Legal and Regulatory Requirements**

### ***Management's Responsibility***

In addition to the responsibility for the preparation and presentation of the financial statements described above, management is also responsible for ensuring that the activities, financial transactions and information reflected in the financial statements are in compliance with the laws and authorities which govern them.

### ***Auditor's Responsibility***

In addition to the responsibility to express an opinion on the financial statements described above, my responsibility includes expressing an opinion on whether the activities, financial transactions and information reflected in the financial statements are, in all material respects, in compliance with the laws and authorities which govern them.

This responsibility includes performing procedures to obtain audit evidence about whether the agency's expenditure and income have been applied for the purposes intended by those charged with governance. Such procedures also include the assessment of risks of material non compliance.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.



## **Opinion on Compliance**

### ***Statutory Bodies (Accounts and Audit) Act***

I have obtained all information and explanations which to the best of my knowledge and belief were necessary for the purpose of my audit.

In my opinion, in all material respects, the activities, financial transactions and information reflected in the financial statements are in compliance with the Statutory Bodies (Accounts and Audit) Act.

### ***Public Procurement Act***

The Open University of Mauritius is responsible for the planning and conduct of its procurement. It is also responsible for defining and choosing the appropriate method of procurement and contract type in accordance with the provisions of the Act and relevant Regulations. My responsibility is to report on whether the provisions of Part V of the Act regarding the Bidding Process have been complied with.

In my opinion, the provisions of Part V of the Act have been complied with as far as it appears from my examination of the relevant records.



**K. C TSE YUET CHEONG (MRS)**  
Director of Audit

National Audit Office  
Level 14, Air Mauritius Centre  
**PORT LOUIS**

22 May 2018

**FINANCIAL STATEMENTS**  
**FOR THE EIGHTEEN MONTH PERIOD ENDED**  
**30 JUNE 2017**

**OPEN UNIVERSITY OF MAURITIUS  
FINANCIAL STATEMENTS  
FOR THE EIGHTEEN MONTH PERIOD ENDED 30 JUNE 2017**

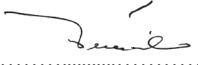
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**OPEN UNIVERSITY OF MAURITIUS**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT**

	<b>30-Jun 2017</b>	<b>31-Dec 2015 (Restated)</b>
	<b>Rs</b>	<b>Rs</b>
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash and Cash Equivalents	62,753,032	43,230,827
Receivables	23,320,132	22,402,888
Inventories	2,009,035	2,759,273
	<b>88,082,199</b>	<b>68,392,988</b>
<b>NON CURRENT ASSETS</b>		
Receivables - Car Loan	8,542,205	3,888,139
Property, Plant & Equipment	25,697,378	30,826,063
Intangible Assets	13,457,546	15,198,662
	<b>47,697,129</b>	<b>49,912,864</b>
<b>TOTAL ASSETS</b>	<b>135,779,328</b>	<b>118,305,852</b>
<b>LIABILITIES</b>		
<b>CURRENT LIABILITIES</b>		
Payables	25,037,260	22,464,659
Car Loan	2,358,980	1,482,597
Employee Benefits	8,500,000	6,900,000
	<b>35,896,240</b>	<b>30,847,256</b>
<b>NON CURRENT LIABILITIES</b>		
Car Loan	8,554,016	4,830,996
Long-term Employee Benefits	52,663,510	50,721,023
Pension Obligation	18,483,925	1,911,356
	<b>79,701,451</b>	<b>57,463,375</b>
<b>TOTAL LIABILITIES</b>	<b>115,597,691</b>	<b>88,310,631</b>
<b>NET ASSETS</b>	<b>20,181,637</b>	<b>29,995,221</b>
<b>EQUITY</b>		
Accumulated Fund	19,593,040	29,995,221
Revaluation Reserve	588,597	-
<b>TOTAL EQUITY</b>	<b>20,181,637</b>	<b>29,995,221</b>

The notes on pages 105 to 127 form an integral part of these Financial Statements.

Approved by the Board of Open University of Mauritius on 26 September 2017.

  
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**CHAIRPERSON**  
**Mr Rajeswara Duva-Pentiah**

  
.....

**Director General**  
**Dr Kaviraj Sharma Sukon**

**OPEN UNIVERSITY OF MAURITIUS**  
**STATEMENT OF FINANCIAL PERFORMANCE**  
**FOR THE EIGHTEEN MONTH PERIOD ENDED 30 JUNE 2017**

	<b>Note</b>	<b>30-Jun 2017 (18 months) Rs</b>	<b>31-Dec 2015 (12 months) (Restated) Rs</b>
<b>REVENUE</b>			
Government Recurrent Grant		70,780,965	34,000,000
Capital Grant		6,626,781	5,435,632
Other Operating Revenue	<b>15</b>	204,186,841	108,528,256
<b>TOTAL REVENUE</b>		<b>281,594,587</b>	<b>147,963,888</b>
<b>EXPENSES</b>			
Staff Costs	<b>16</b>	191,258,526	121,233,532
Depreciation and amortisation expense	<b>10 &amp; 11</b>	22,473,161	13,933,799
Other Operating Expense	<b>17</b>	78,465,081	42,878,011
<b>TOTAL EXPENSES</b>		<b>292,196,768</b>	<b>178,045,342</b>
<b>DEFICIT</b>		<b>(10,602,181)</b>	<b>(30,081,454)</b>

The notes on pages 105 to 127 form an integral part of these Financial Statements.

**OPEN UNIVERSITY OF MAURITIUS**  
**STATEMENT OF CHANGES IN NET ASSETS/EQUITY**  
**FOR THE EIGHTEEN MONTH PERIOD ENDED 30 JUNE 2017**

	<b>Accumulated Fund</b>	<b>Revaluation Reserve</b>	<b>Total</b>
	<b>Rs</b>	<b>Rs</b>	<b>Rs</b>
<b>Opening Balance as 1 January 2015</b>	<b>79,956,675</b>	-	<b>79,956,675</b>
Deficit for the year	(29,566,279)	-	(29,566,279)
Prior Year Adjustment following change in accounting policy in relation to treatment of Vacation leaves:			
Prior to 2015	(19,895,000)	-	(19,895,000)
FY 2015	(515,175)	-	(515,175)
Internally Generated Software	15,000	-	15,000
<b>Closing Balance as at 31 December 2015 (Restated)</b>	<b>29,995,221</b>	-	<b>29,995,221</b>
<b>Balance as at 1 January 2016</b>	<b>29,995,221</b>	-	<b>29,995,221</b>
Deficit for the year	(10,602,181)	-	(10,602,181)
Internally Generated Software	200,000	-	200,000
Gain on Revaluation of Vehicles	-	588,597	588,597
<b>Balance as at 30 June 2017</b>	<b>19,593,040</b>	<b>588,597</b>	<b>20,181,637</b>

The notes on pages 105 to 127 form an integral part of these Financial Statements.

**OPEN UNIVERSITY OF MAURITIUS**  
**CASH FLOW STATEMENT**  
**FOR THE EIGHTEEN MONTH PERIOD ENDED 30 JUNE 2017**

	<b>30-Jun 2017</b>	<b>31-Dec 2015</b>
	<b>(18 months)</b>	<b>(12 months)</b>
	<b>Rs</b>	<b>Rs</b>
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>		
(Deficit) / Surplus for the year	<b>(10,602,181)</b>	<b>(30,081,454)</b>
<b>Adjustments for:</b>		
Depreciation and amortisation expense	22,473,161	13,933,799
Donation	(62,503)	-
Pension Liability	16,572,569	9,994,079
Interest Receivable	-	(682,903)
Gain on disposal of Non Current Assets	(60,410)	-
<b>Operating Profit/ (Loss) before working capital changes</b>	<b>28,320,636</b>	<b>(6,836,479)</b>
<b>Changes in Working Capital:</b>		
(Increase)/ Decrease in Receivables	(5,571,310)	(11,610,196)
(Increase)/ Decrease in Inventories	750,238	3,096,427
Increase/ (Decrease) in Payables	10,714,491	(3,204,778)
<b>NET CASH FLOWS FROM OPERATING ACTIVITIES</b>	<b>34,214,055</b>	<b>(18,555,026)</b>
<b>CASH FLOW FROM INVESTING ACTIVITIES</b>		
Purchase of Non Current Assets	(14,939,885)	(13,542,230)
Proceeds from Disposal of Non Current Assets	248,035	1
Interest Received	-	682,903
<b>NET CASH FLOWS FROM INVESTING ACTIVITIES</b>	<b>(14,691,850)</b>	<b>(12,859,326)</b>
<b>CASH FLOW FROM FINANCING ACTIVITIES</b>		
<b>NET CASH FLOWS FROM FINANCING ACTIVITIES</b>	-	-
<b>NET INCREASE IN CASH AND CASH EQUIVALENT</b>	<b>19,522,205</b>	<b>(31,414,352)</b>
CASH AND CASH EQUIVALENTS AT BEGINNING OF PERIOD	43,230,827	74,645,179
<b>CASH AND CASH EQUIVALENTS AT END OF PERIOD</b>	<b>62,753,032</b>	<b>43,230,827</b>

**Notes to the Cash Flow Statement**

**1. Cash and cash equivalents**

Cash and Cash equivalents consist of cash in hand, balances with banks, investments in money market instruments. Cash and cash equivalents included in the Cash Flow Statement comprising the following statement of Financial Position amounts.

Cash and cash equivalents are made up of:

	<b>Rs</b>	<b>Rs</b>
Cash at Bank	62,705,793	43,191,726
Cash in hand	47,239	39,101
<b>Cash and cash equivalents at end of period</b>	<b>62,753,032</b>	<b>43,230,827</b>

**2. Non-Current Assets**

Non-current assets were acquired at an aggregate cost of Rs 14,939,885. Out of which Rs 4,831,740 was financed by means of capital grant from the Government. Cash payment of Rs 16,460,760 was made to purchase non-current assets.

The notes on pages 105 to 127 form an integral part of these Financial Statements.

**OPEN UNIVERSITY OF MAURITIUS**  
**STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNTS**  
**FOR THE EIGHTEEN MONTH PERIOD ENDED 30 JUNE 2017**

	Budgeted Amounts		Actual Amounts on Comparable	Difference Final Budget and Actual	Notes
	Original	Final			
	Rs	Rs	Rs	Rs	
<b>RECEIPTS:</b>					
<b>Recurrent</b>					
Opening Balance	34,890,757	34,890,757	36,240,864	1,350,107	
Government Recurrent Grant	93,124,508	78,000,000	70,780,965	(7,219,035)	19.2
Course Fees	192,000,000	217,000,000	184,864,734	(32,135,266)	19.3
Other Income	10,000,000	10,500,000	10,955,340	455,340	
<i>Sub Total</i>	<i>330,015,265</i>	<i>340,390,757</i>	<i>302,841,903</i>	<i>(37548854)</i>	
<b>Capital</b>	22,201,583	19,461,542	15,933,323	(3528219)	
<b>Total Receipts</b>	<b>352,216,848</b>	<b>359,852,299</b>	<b>318,775,226</b>	<b>(41,077,073)</b>	
<b>PAYMENTS:</b>					
<b>Recurrent Expenditure</b>					
<b>Personal Emoluments</b>					
Salary	115,410,000	109,368,500	102,303,454	7,065,046	19.4
Compensation	2,311,200	87,000	79,494	7,506	
End of Year Bonus	7,050,000	5,750,000	5,735,388	14,612	
Allowances	4,600,000	4,350,000	4,037,937	312,063	
Extra Assistance	9,514,650	11,196,650	10,329,101	867,549	
Passage benefit	3,800,000	5,220,000	4,399,682	820,318	
Overtime	9,000,000	8,250,000	7,265,750	984,250	
Pensions contribution & Gratuity	19,200,000	17,850,000	12,603,869	5,246,131	19.4
National Savings Fund	1,299,000	1,194,000	1,090,131	103,869	
Cash In Lieu of Sick Leave	7,100,000	8,200,000	7,723,958	476,042	
<i>Sub Total</i>	<i>179,284,850</i>	<i>171,466,150</i>	<i>155,568,764</i>	<i>15,897,386</i>	
<b>Travelling and Transport:</b>					
Refund of bus fares	5,646,000	4,346,000	3,714,446	631,554	
Travel Grant	2,150,000	2,078,500	2,045,059	33,441	
Commuted Travel & Petrol Allowance	5,775,400	6,125,000	5,690,661	434,339	
Mileage	900,000	963,500	870,274	93,226	
<i>Sub Total</i>	<i>14,471,400</i>	<i>13,513,000</i>	<i>12,320,440</i>	<i>1,192,560</i>	



**OPEN UNIVERSITY OF MAURITIUS**  
**STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNTS**  
**FOR THE EIGHTEEN MONTH PERIOD ENDED 30 JUNE 2017**

	Budgeted Amounts		Actual	Difference	Notes
	Original	Final	Amounts on Comparable Basis	Final Budget and Actual	
<b>PAYMENTS (Cont'd):</b>					
<b><u>COST OF RUNNING OFFICE</u></b>					
Uniforms	246,700	269,170	240,920	28,250	
Chairperson/Board Fees	1,285,000	1,685,000	1,500,205	184,795	
Medical Scheme	1,147,500	1,077,500	740,535	336,965	
Telephone & Postages	2,812,500	2,600,000	2,559,363	40,637	
Electricity	4,720,000	4,475,000	4,327,334	147,666	
Water	365,000	396,000	274,117	121,883	
Motor Vehicles & Incidentals	1,395,000	1,470,000	1,119,796	350,204	
Office Expenses & Incidentals	230,020	210,010	164,498	45,512	
Hospitality & Ceremonials	415,000	340,000	177,625	162,375	
Publicity, Advertisement & Recruitment Expenses	475,000	775,000	377,449	397,551	
Insurance of Staff	675,000	675,000	361,265	313,735	
Overseas Passages & Allowances	450,000	1,075,000	875,507	199,493	
Office Stationery	1,900,000	1,800,000	1,518,195	281,805	
Legal & Consultancy Fees	293,000	328,000	164,104	163,896	
Repairs & Maintenance	8,630,000	8,430,000	7,471,808	958,192	19.5
Audit Fees	350,000	400,000	400,000	0	
Insurance of Building, Equipment & Furniture	475,000	484,000	201,249	282,751	
Institutional Links	591,000	791,000	532,706	258,294	
Security Services	2,117,250	2,311,250	2,184,716	126,534	
Induction Expenses	299,990	374,990	228,019	146,971	
Part-time Tutors	21,150,000	18,662,500	13,920,315	4,742,185	19.6
Marking of Assignments/Projects	11,750,000	11,650,000	7,179,824	4,470,176	19.6
Examination Expenses	12,000,000	16,300,000	11,294,473	5,005,527	19.6
Educational Software Licences	800,000	875,000	819,636	55,364	
Insurance of Part-timers & Learners	450,000	220,000	133,653	86,347	
General Academic Expenses	800,000	850,000	433,048	416,952	
Programme Development	15,000,000	12,730,000	9,458,660	3,271,340	19.7
Supervision of Doctoral Learners	4,500,000	3,500,000	2,765,031	734,969	
Tablets for Learners	4,950,000	4,450,000	4,179,675	270,325	
Award Ceremonies & Conferences	2,625,000	1,900,000	941,487	958,513	19.8
Overseas Study Centres	2,000,010	200,010	29,648	170,362	
Collaboration with other Universities	-	3,975,000	643,964	3,331,036	19.9
Graphics/Printing & Audio Visual Materials	1,075,000	1,600,000	1,086,227	513,773	
Resource Centre	1,798,000	1,348,000	1,339,626	8,374	
Marketing & Outreach Activities	3,500,000	3,350,000	1,899,289	1,450,711	19.10
Staff Development & Training	500,000	450,000	209,907	240,093	
Research & Development	1,100,000	460,000	79,709	380,291	
Quality Assurance Activities & Development of Quality	400,000	200,000	32,000	168,000	
<b>Total</b>	<b>113,270,970</b>	<b>112,687,430</b>	<b>81,865,583</b>	<b>30,821,847</b>	
<b>ADDITIONS TO NON CURRENT ASSETS</b>	<b>22,201,583</b>	<b>19,461,542</b>	<b>7,256,875</b>	<b>12,204,667</b>	19.11
<b>TOTAL PAYMENTS</b>	<b>329,228,803</b>	<b>317,128,122</b>	<b>257,011,662</b>	<b>60,116,460</b>	
<b>NET RECEIPTS/PAYMENTS</b>	<b>22,988,045</b>	<b>42,724,177</b>	<b>61,763,564</b>	<b>(101,193,533)</b>	

**OPEN UNIVERSITY OF MAURITIUS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE EIGHTEEN MONTH PERIOD ENDED 30 JUNE 2017**

**1 GENERAL INFORMATION ON REPORTING ENTITY**

The Open University was established by the Open University Act No. 2 of 2010. This Act was proclaimed on 12 July 2012.

The Open University is a body corporate wholly owned by the Government of Mauritius and reporting to the Ministry of Education and Human Resources, Tertiary Education and Scientific Research.

The objects of the Open University are to:

- (a) advance and disseminate learning and knowledge through a diversity of means, with emphasis on information and communication technologies;
- (b) provide wider opportunities for education and training to the population, through open and distance learning and promote lifelong learning;
- (c) encourage the use of open and distance learning at all levels of education and training through collaboration, optimal use of existing resources and good practices;
- (d) encourage and promote scholarship and conduct research and development in educational technology and related matters; and
- (e) be the focal point for the provision of open and distance learning in Mauritius through establishment of active partnerships with local public and private institutions, as well as overseas institutions engaged in providing education and training.

**2 BASIS OF PREPARATION**

**(a) Statement of Compliance**

The financial statements of the Open University have been prepared in accordance with the International Public Sector Accounting Standards (IPSASs) issued by the International Public Sector Accounting Standard Board (IPSASB).

**(b) Going Concern**

The financial statements have been prepared on a going concern basis and the accounting policies have been applied consistently throughout the period. They have been prepared on the historical cost basis.

**(c) Use of Estimates and Judgements**

The preparation of financial statements, in conformity with IPSAS and generally accepted accounting practices requires the use of estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period.

**OPEN UNIVERSITY OF MAURITIUS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE EIGHTEEN MONTH PERIOD ENDED 30 JUNE 2017**

**2 BASIS OF PREPARATION (CONT.)**

**(c) Use of Estimates and Judgements (Cont.)**

In the application of the Open University's accounting policies, which are described in Note 4, management are required to make judgements, estimates, and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions, based on actual results may differ from these estimates. The estimates and underlying assumptions are historical experience and other factors that are considered to be relevant. The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the estimate affects only that period or in the period of revision and future periods if the revision affects both current and future periods. Estimates include but are not limited to fair valuation of inventories, accounts receivables, accrued charges, contingent assets and liabilities, and degree of impairment of property, plant and equipment.

**(d) Functional and Presentation of Currency**

The Financial Statements are presented in Mauritian Rupees. Roundings have been done where applicable to the nearest rupee.

**(e) Reporting Date**

The present Financial Statements have been prepared for the period 01 January 2016 to 30 June 2017. Comparative figures relate to the year 01 January 2015 to 31 December 2015.

The present Financial Statements have been prepared for a period of eighteen months following the amendment in the Finance and Audit Act 2015. The amendment relates to a change in the definition of "financial year" from calendar year to a period of 12 months ending on 30 June.

The comparative figures for the Financial Year 2015 relates to a period of 12 months. The amounts shown in the Statement of Financial Position, Statement of Financial Performance, Statement of Cash Flows and the Statement of Comparison of Budget and Actual Amount for the accounting periods 2016/2017 and 2015 are not comparable.

**(f) Measurement Base**

The accounting principles recognised as appropriate for the measurement and reporting of the financial performance, cash flows, and financial position are on accrual basis using historical cost except for Property, Plant and Equipment which have been based on fair value.

**OPEN UNIVERSITY OF MAURITIUS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE EIGHTEEN MONTH PERIOD ENDED 30 JUNE 2017**

**3 IPSAS ISSUED BUT NOT YET EFFECTIVE**

The Financial statements comply in all material respects with applicable International Public Sector Accounting Standards (IPSAS).

In the current period the Open University has adopted all of the improvements and amendments to the standards effective at the reporting date.

IPSAS 3 (Accounting Policies, Changes in Accounting Estimates and Errors) requires disclosure of new IPSAS that have been issued but are not yet effective.

**(a) IPSAS 39- Employee Benefits (Effective 1 January 2018)**

IPSAS 39 prescribe the accounting and disclosure for employee benefits. The standard requires an entity to recognize a liability when an employee has provided service in exchange for employee benefits to be paid in the future, and an expense when the entity consumes the economic benefits or services potential arising from service provided by an employee in exchange for employee benefits. This standard shall be applied by an employer in accounting for all employee benefits, except share based transactions.

**(b) IPSAS 40 - Public Sector Combinations (Effective 1 January 2019)**

IPSAS 40 aims to improve the relevance, faithful representativeness and comparability of the information that a reporting entity provides in its financial statements about a public sector combination and its effects. An entity that prepares and presents financial statements under the accrual basis of accounting shall apply this standard in accounting for public sector combinations.

**4 ACCOUNTING POLICIES**

**The principal accounting policies of the Open University are as follows:**

**4.1 Property, Plant and Equipment**

**(a) Land and Buildings**

Government provides the land and buildings, which the Open University, along with other institutions, was occupying at Le Réduit and Curepipe. The land and buildings have not been accounted for in the financial statements.

**OPEN UNIVERSITY OF MAURITIUS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE EIGHTEEN MONTH PERIOD ENDED 30 JUNE 2017**

**4 ACCOUNTING POLICIES (Cont.)**

**4.1 Property, Plant and Equipment (Cont.)**

**(b) Impairment**

Property, plant and equipment are stated at cost or revalued amount less accumulated depreciation and any recognised impairment losses.

At each balance sheet date, the Open University reviews the carrying amount of its tangible assets to determine whether there is an indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss and the carrying amount of the asset is reduced to its recoverable amount.

If the recoverable amount of an asset or cash-generating unit is estimated to be less than its carrying amount, the carrying amount of the asset or cash-generating unit is reduced to its recoverable amount. An impairment loss is recognised immediately in the Statement of Financial Performance, unless the relevant asset is carried at a revalued amount, in which case the impairment loss is treated as a revaluation decrease.

**(c) Revaluation**

The fleet of vehicles of the Open University was revalued by Mr Yogesh Rajkoomar, Private Motor Surveyor of 22, Rue Longchamp, Residence Trianon, Phoenix. The fair value of the vehicles have been determined based on the actual market value of the vehicles and their actual state.

The fleet of vehicles has been revalued as at 30 June 2017 and the revaluation surplus has been transferred to the Statement of Changes in Net Assets/ Equity. The OU will revalue its fleet of vehicles every 3 years.

**(d) Capitalisation Policy**

Tangible assets with a total contract value below the Rs 5,000 threshold are expensed in the Statement of Financial Performance during the year of acquisition.

**(e) Depreciation Charges**

Depreciation is charged so as to write off the cost or valuation of assets, other than land and properties under construction, over their estimated useful lives using the straight-line method as follows:-

**OPEN UNIVERSITY OF MAURITIUS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE EIGHTEEN MONTH PERIOD ENDED 30 JUNE 2017**

**4 ACCOUNTING POLICIES (Cont.)**

**4.1 Property, Plant and Equipment (Cont.)**

**(e) Depreciation Charges (Cont.)**

	<b>No. of years</b>
Audio Visual and Photographic Equipment	1 to 15
Computer Equipment	2 to 7
Furniture and Fittings, Driveway and Parking area	10
Office Equipment	5 to 10
Motor vehicles	5
Printing and Graphics Equipment	5 to 20
Tools	5

**(f) Disposal**

Depreciation is fully charged in the year of acquisition and no charge is made in the year of disposal.

The gain or loss arising on the disposal of an item of plant and equipment is determined as the difference between the net sales proceeds and the carrying amount of the asset and is recognised in the Statement of Financial Performance.

**(g) Subsequent Costs**

The cost of replacing part of an item of property, plant and equipment is recognised in the carrying amount of the item if it is probable that the future economic benefits will flow to the Open University and its cost can be measured reliably. The costs of the day-to-day servicing of property, plant and equipment are recognised in the Statement of Financial Performance as incurred.

**(h) Lease**

There is no lease agreement and no payment for the occupation of the land and buildings by the Open University.

**OPEN UNIVERSITY OF MAURITIUS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE EIGHTEEN MONTH PERIOD ENDED 30 JUNE 2017**

**4 ACCOUNTING POLICIES (Cont.)**

**4.2 Intangible Assets**

Intangible assets are recognised only if:

- (a) it is probable that future economic benefits that are attributable to the assets will flow to the enterprise; and
- (b) the cost of the assets can be measured reliably.

Programme development costs and license fees for course materials are recognised as intangible assets and amortised using the straight-line basis over the projected life of the course/programme or the accreditation period, whichever is greater, but in either case no longer than five years.

This is re-assessed at the end of each financial period and unused assets are written off.

License fees paid for rights of pre-recorded programmes and computer software that are not considered to form an integral part of any hardware equipment are recognised as intangible assets and their costs are amortised using the straight-line basis over their estimated useful lives of one to ten years.

**4.3 Cash and Cash Equivalents**

Cash and cash equivalent comprise of bank balances and cash in hand.

**4.4 Inventories**

Inventories are stated at the lower of cost (determined on a first-in-first-out basis) and net realisable value. Cost includes all costs of purchase, costs of conversion and other costs incurred in bringing the inventories to the present location and condition. Net realisable value represents the estimated selling price less all estimated costs of completion and costs to be incurred in selling.

**4.5 Provisions and Contingent Liabilities**

A provision is recognized when the Open University of Mauritius has a present obligation as a result of a past event; when it is probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation; and when a reliable estimate can be made of the amount of the obligation.

Provisions are reviewed at the end of each financial period to determine the current best estimate.

**OPEN UNIVERSITY OF MAURITIUS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE EIGHTEEN MONTH PERIOD ENDED 30 JUNE 2017**

**4**      **ACCOUNTING POLICIES (Cont.)**

**4.5**    **Provisions and Contingent Liabilities (Cont.)**

Other commitments which do not meet the recognition criteria for liabilities are disclosed in the notes to the Financial Statements as contingent liabilities when their existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events which are not wholly within the control of the Open University.

**4.6**    **Retirement and Other Benefit Obligations**

*4.6.1 Employee Entitlements*

Employees entitlements to salaries, pension costs, and other benefits are recognized when they are earned.

*Sick Leave Benefits*

As per the conditions of service prescribed in the PRB Report and conditions of service , employees are allowed to accumulate sick leaves not taken at the end of each calendar year up to a maximum of 110 days, in a sick leave bank. The balance of bank sick leave is valued at the end of the financial year and is recognised as long term payables. Beyond this ceiling of 110 days, officers are refunded part of the annual entitlement of sick leaves not taken at the end of every calendar year and this is expensed to the Statement of Financial Performance.

*Passage Benefits*

A provision is made for the estimated liability for passage benefits. The passage benefits for each eligible staff is valued at year end. The annual increase in passage benefits entitlement is expensed to the Statement of Financial Performance.

Based on past experience an amount has been transferred from long term liabilities to short term liabilities to provide for any forthcoming payments of passage in the next financial year.



**OPEN UNIVERSITY MAURITIUS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE EIGHTEEN MONTH PERIOD ENDED 30 JUNE 2017**

**4 ACCOUNTING POLICIES (Cont.)**

**4.6 Retirement and Other Benefit Obligations (Cont.)**

*4.6.1 Employee Entitlements (Cont.)*

*Vacation Leave Benefits*

In line with the PRB Report and conditions of service, a provision is made for the estimated liability for encashment of vacation leave. The amount for accumulated vacation leave for each staff is valued at year end. Short term benefit includes provision for vacation leave entitlements for officers who may proceed on early retirement. The increase/decrease in vacation leave during the year is charged to the Statement of Financial Performance.

The OU has changed its accounting policy for the treatment of Vacation Leave benefits in the accounts for the FY 2016/2017. Previously, an estimate of the vacation leave was made based on the age of staff and on retirement trend. A full provision is being made for vacation leave entitlements for all staff of OU irrespective of age of retirement as there is an obligation to pay the vacation leave benefits to staff on retirement. Management judges that the above treatment provides for reliable and relevant information on the obligation of the OU towards employee benefits. The change in accounting policy has been accounted for retrospectively and the comparative figures for the Financial Year 2015 is shown below:

	FY 2015	
	<b>Restated (Rs)</b>	<b>Original (Rs)</b>
Long Term Employee Benefits	50,721,023	30,310,848
Accumulated Fund	29,995,221	50,405,396

*4.6.2 Defined Benefit Pension Plan*

Provision for retirement pension benefits is made under the Statutory Bodies Pension Funds Act of 1978 as amended.

For employees who were in the public service at 31 December 2012 the scheme is a defined benefit plan and its assets are managed by State Insurance Company of Mauritius Ltd (SICOM Ltd). The cost of providing the benefits is actuarially determined using the projected unit cost method.

**OPEN UNIVERSITY MAURITIUS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE EIGHTEEN MONTH PERIOD ENDED 30 JUNE 2017**

**4 ACCOUNTING POLICIES (Cont.)**

**4.6 Retirement and Other Benefit Obligations (Cont.)**

**4.6.2 Defined Benefit Pension Plan (Cont.)**

The present value of funded obligations is recognised in the Statement of Financial Position as a non-current liability after adjusting for the fair value of plan assets, any unrecognised actuarial gains and losses and any unrecognised past service cost. The valuation of these obligations is carried out on a regular basis by the actuarial services of State Insurance Company of Mauritius Ltd.

The current service cost and any recognised past service cost are included as an expense together with the associated interest cost, net of expected return on plan assets.

A portion of the actuarial gains and losses will be recognised as income or expense if the net cumulative unrecognised actuarial gains and losses at the end of the previous accounting period exceeded the greater of 10% of the present value of the defined benefit obligation at that date or 10% of the fair value of plan assets at that date. The "10% corridor" approach has been used for the recognition of the actuarial loss as at 30 June 2017. It has been spread over the average remaining working lifetime of existing members, that is 15 years.

**4.6.3 State Plan and Defined Contribution Plans**

For employees appointed for the first time in the service from 1 January 2013 onwards, Government has set up a Public Sector Defined Contribution Plan, managed by State Insurance Company of Mauritius Ltd. The defined contribution plan is a post-employment benefit plan under which fixed contributions are paid into a fund. The Open University will have no legal or constructive obligation to pay further contributions if the fund does not hold sufficient assets to pay all employee benefits relating to employee service in the current and prior periods.

Contributions to the Public Sector Defined Contribution Plan, the National Pension Scheme, the Family Protection Scheme and the National Savings Fund are expensed in the same financial year

**4.6.4 Car Loans**

Car loans are disbursed to the Open University by the Ministry of Education and Human Resources, Tertiary Education and Scientific Research on applications by eligible employees as part of their conditions of service. The loans are executed by way of a registered agreement between the Open University and the employees. The car loans which bear an interest rate of 4% per annum are repayable monthly over a period of five or seven years. The balances of principal amounts are shown as short-term and long-term loans. Corresponding carrying amounts are shown under receivables.

**OPEN UNIVERSITY MAURITIUS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE EIGHTEEN MONTH PERIOD ENDED 30 JUNE 2017**

**4 ACCOUNTING POLICIES (Cont.)**

**4.7 Revenue Recognition**

Revenue comprises mainly of government grants, course fees and sales of goods and services.

*4.7.1 Government Grants*

Grants are recognized as revenue to the extent that all conditions attached to the grant are satisfied. All government grants received are therefore recognised in the Statement of Financial Performance in the year of receipt.

*4.7.2 Course Fees*

The Open University is a provider of learning and knowledge through a diversity of means, with emphasis on Open and Distance Learning programmes. Fees for these programmes are collected on a semester basis and recognised in the Statement of Financial Performance in the same period of instruction.

*4.7.3 Sale of Goods and Services*

Sales of goods and services are recognised when the goods and services have been delivered or performed and accepted by the clients and are billable after taking into consideration revenue waived for work done for governmental institutions.

*4.7.4 Interest Income*

Interest income is accrued in the Statement of Financial Performance.

**4.8 Expenses**

Expenses are charged to the accounts on an accrual basis.

**4.9 Risk Management Policies**

A description of the various risks to which the Board is exposed to, is shown below together with the approach adopted by management to control and mitigate those risks. Except where stated elsewhere, the carrying amounts of the Open University financial assets and financial liabilities approximate their fair values.

**OPEN UNIVERSITY MAURITIUS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE EIGHTEEN MONTH PERIOD ENDED 30 JUNE 2017**

**4 ACCOUNTING POLICIES (Cont.)**

**4.9 Risk Management Policies (Cont.)**

*Currency Risk*

Currency risk arises only from purchase of goods and services which are denominated in foreign currencies are negotiated at prevailing exchange rates.

*Operational Risk*

Operational risk, which is inherent in all organisations' activities, is the risk of financial loss instability arising from failures in internal controls, operational processes or the system that supports them. It is recognized that such risks can never be entirely eliminated and the costs of controls in minimizing these risks may outweigh the potential benefits.

*Financial Risk*

Except for cash held at bank in current accounts, the Open University does not have any investment in term deposits nor any loan commitments. Hence, it is not exposed to interest rate risk.

The Open University's credit risk is primarily attributable to its receivables. Management reviews all outstanding amounts at year end to determine doubtful receivables.

The Open University does not have significant liquidity risk. All funds come from learners and the Government. Forecast cash requirements are closely monitored to meet liquidity requirements

*Legal Risk*

Legal risk is the risk that business activities of the Board have unintended or unexpected legal consequences. The Board identifies and manages legal risks through legal advice from the State Law Office on all its day to day dealings.

**4.10 Taxation**

No provision has been made in the financial statements for income tax and value added tax, on the basis that the Open University is exempted.

**4.11 Foreign Currency Transactions**

Transactions in foreign currencies are translated to Mauritian rupee at the exchange rate ruling at the date of transaction. Monetary assets and liabilities denominated in foreign currencies are translated at the exchange rate ruling at balance sheet date. Exchange differences arising on settlement are recognised in surplus or deficit.

**OPEN UNIVERSITY OF MAURITIUS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE EIGHTEEN MONTH PERIOD ENDED 30 JUNE 2017**

**4 ACCOUNTING POLICIES (Cont.)**

**4.12 Comparative Figures**

When an accounting policy is changed with retrospective effect, comparative figures are restated in accordance with the new policy.

	<b>30-Jun 2017 (18 months) Rs</b>	<b>31-Dec 2015 (12 months) Rs</b>
<b>5 CASH AND CASH EQUIVALENTS</b>		
Cash at bank	62,705,793	43,191,726
Cash in hand	47,239	39,101
<b>TOTAL</b>	<b>62,753,032</b>	<b>43,230,827</b>

The Open University has no undrawn borrowing facilities.

**6 RECEIVABLES AND PREPAYMENTS**

Course fees due	15,161,578	13,303,773
Works commissioned by clients	489,095	668,001
Affiliation fees prepaid	1,129,209	224,380
Other prepayments	779,306	453,653
Car Loans (Note 7)	2,358,980	1,290,097
Sundry Debtors	3,401,964	6,462,984
<b>Total</b>	<b>23,320,132</b>	<b>22,402,888</b>

**7 RECEIVABLES CAR LOAN - CAPITAL**

Movement in car loans were as follows:

Amount due as at 01 January	5,178,236	4,388,869
Loan released to staff	8,647,924	2,311,038
Loan refunded by Staff	(2,924,975)	(1,521,671)
<b>Amount due as at 31 December</b>	<b>10,901,185</b>	<b>5,178,236</b>
Deduct: Amount falling due within one year	(2,358,980)	(1,290,097)
<b>Amount falling due after one year</b>	<b>8,542,205</b>	<b>3,888,139</b>

**8 INVENTORIES**

	<b>Written Down Amt 2017 Rs</b>	<b>Carrying amount at 30 June 2017 Rs</b>	<b>Written Down Amt 2015 Rs</b>	<b>Carrying amount at 31 Dec 2015 Rs</b>
Materials and supplies	195,110	1,748,345	16,388	2,494,863
Finished goods	-	260,690	-	264,410
<b>Total</b>	<b>195,110</b>	<b>2,009,035</b>	<b>16,388</b>	<b>2,759,273</b>

**OPEN UNIVERSITY OF MAURITIUS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE EIGHTEEN MONTH PERIOD ENDED 30 JUNE 2017**

**9 PENSION OBLIGATION**

Defined benefit pension plan- Pension valuation as at 30 June 2014

SICOM Ltd in its actuarial report on the OU's Pension Fund for period 30 June 2014 has advised that the contribution rate be increased from 17.5% to 19.5% and special contributions of Rs 9M annually be made over the next 7 years. The increase in contribution rate required is mainly due to the following reasons:

- (i) Change in actuarial basis
- (ii) Early Retirements
- (iii) Experience of the scheme in terms salary increases and returns has not been in line with the assumptions.

The Board of the Open University was apprised of the advice of SICOM Ltd and recommended that the outcome of the valuation be referred to the Tertiary Education Commission (TEC) and the Ministry of Finance and Economic Development (MOFED) for advice and funding. MOFED has advised that the current rate of contribution to the Open University Pension Fund be maintained as Government is considering the merging or regrouping of active pension funds for Statutory Bodies into one or more pension funds.

**OPEN UNIVERSITY OF MAURITIUS**  
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**9 PENSION OBLIGATION (Cont.)**

The actuarial valuation of the OUM's Staff Pension Fund managed by SICOM Ltd as at 30 June 2017, is reported as follows:

	<b>30-Jun 2017 (18 months)</b>	<b>31-Dec 2015 (12 months)</b>
	<b>Rs</b>	<b>Rs</b>
<b>Amounts recognised in Statement of Financial Position at end of year:</b>		
Present value of funded obligation	384,220,666	355,426,907
(Fair value of plan assets)	(230,803,137)	(223,816,605)
	<b>153,417,529</b>	<b>131,610,302</b>
Present value of unfunded obligation	-	-
Unrecognised actuarial gain/(loss)	(134,933,604)	(129,698,946)
<b>Liability recognised in the Statement of Financial Position at end of year</b>	<b>18,483,925</b>	<b>1,911,356</b>
<b>Amounts recognised in the Statement of Financial Performance:</b>		
Current service cost (inc. Fund expenses)	7,838,097	5,731,758
Interest cost	34,654,123	23,643,011
(Expected return on plan assets)	(21,282,528)	(16,668,197)
Actuarial loss/(gain) recognised	6,277,084	4,317,864
Past Service Cost recognised	-	-
<b>Total, included in staff costs</b>	<b>27,486,776</b>	<b>17,024,436</b>
<b>Movements in liability recognised in the Statement of Financial Position:</b>		
At start of year	1,911,356	(8,082,723)
Total staff cost as above	27,486,776	17,024,436
Net contributions paid	(10,914,207)	(7,030,357)
At end of year	<b>18,483,925</b>	<b>1,911,356</b>
<b>Actual return on plan assets:</b>	<b>18,157,418</b>	<b>3,096,028</b>
<b>Main actuarial assumptions at end of year:</b>		
Discount rate	6.50%	7.50%
Expected rate of return on plan assets	6.50%	7.50%
Future salary increases	4.00%	5.00%
Future pension increases	3.00%	3.00%

The assets of the plan are invested in funds managed by SICOM Ltd. The discount rate is determined by reference to market yields on bonds.

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9 **PENSION OBLIGATION (Cont.)**

	<b>30-Jun</b>	<b>31-Dec</b>
	<b>2017</b>	<b>2015</b>
	<b>(18 months)</b>	<b>(12 months)</b>
	<b>Rs</b>	<b>Rs</b>
<b>Defined benefit pension plan (Continued)</b>		
<b>Reconciliation of the present value of defined benefit obligation</b>		
Present value of obligation at start of period	355,426,907	315,240,153
Current service cost	13,202,591	9,206,090
Interest cost	34,654,123	23,643,011
(Benefits paid)	(27,347,224)	(11,445,495)
Liability (gain)/loss	8,284,269	18,783,148
Present value of obligation at end of period	<b>384,220,666</b>	<b>355,426,907</b>
<b>Reconciliation of fair value of plan assets</b>		
Fair value of plan assets at start of period	223,816,605	222,713,029
Expected return on plan assets	21,282,528	16,668,197
Employer contributions	10,914,207	7,030,357
Employee contributions	5,694,623	3,667,378
(Benefits paid + other outgo)	(27,677,353)	(11,638,541)
Asset gain/(loss)	(3,227,473)	(14,623,815)
Fair value of plan assets at end of period	<b>230,803,137</b>	<b>223,816,605</b>
<b>Distribution of plan assets at end of period</b>		
<i>Percentage of assets at end of year</i>	<b>Jun-17</b>	<b>Dec-15</b>
Government securities and cash	56.6%	58.1%
Loans	4.4%	4.3%
Local equities	15.8%	15.9%
Overseas bonds and equities	22.6%	21.0%
Property	0.6%	0.7%
Total	100%	100%
<b>Additional disclosure on assets issued or used by the reporting entity</b>		
<i>Percentage of assets at end of year</i>	<b>Jun-17</b>	<b>Dec-15</b>
	(%)	(%)
Assets held in the entity's own financial instruments	-	-
Property occupied by the entity	-	-
Other assets used by the entity	-	-
<b>History of obligations, assets and experience adjustments</b>		
Year	<b>Jun-17</b>	<b>Dec-15</b>
	<b>Rs</b>	<b>Rs</b>
Fair value of plan assets	230,803,137	223,816,605
(Present value of defined benefit obligation)	(384,220,666)	(355,426,907)
Surplus/(deficit)	<b>(153,417,529)</b>	<b>(131,610,302)</b>
Asset experience gain/(loss) during the period	(3,227,473)	(14,623,815)
Liability experience gain/(loss) during the period	(8,284,269)	(18,783,148)
<b>Year</b>	<b>2017/2018</b>	
Expected employer contributions	<b>Rs 9,200,000</b>	



**OPEN UNIVERSITY OF MAURITIUS**  
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**10 NON CURRENT ASSETS-PROPERTY, PLANT & EQUIPMENT**

Reporting Period	PRODUCTION EQUIPMENT		FURNITURE & FITTINGS, OFFICE EQUIPMENT, DRIVEWAY & PARKING SURFACE		MOTOR VEHICLES		COMPUTER EQUIPMENT		TOTAL	
	30 June 2017	31 Dec 2015	30 June 2017	31 Dec 2015	30 June 2017	31 Dec 2015	30 June 2017	31 Dec 2015	30 June 2017	31 Dec 2015
Opening Carrying Amount	96,429,382	96,321,314	47,916,249	45,119,984	5,766,685	6,606,067	20,974,267	19,027,366	171,086,583	167,074,731
Additions	293,975	108,068	3,861,423	2,796,265	-	-	2,680,035	1,946,901	6,835,433	4,851,234
Disposals	(10,378,405)	-	(1,136,558)	-	(980,095)	(839,382)	(3,679,628)	-	(16,174,687)	(839,382)
Revaluation	-	-	-	-	588,597	-	-	-	588,597	-
Closing Gross Carrying Amount	86,344,952	96,429,382	50,641,114	47,916,249	5,375,187	5,766,685	19,974,674	20,974,267	162,335,926	171,086,583
Opening Accumulated Depreciation	(92,080,787)	(89,539,688)	(30,137,251)	(26,497,112)	(3,978,138)	(4,187,861)	(14,064,343)	(12,063,968)	(140,260,519)	(132,288,629)
Depreciation for the period	(2,103,434)	(2,541,100)	(6,124,833)	(3,640,139)	(577,143)	(629,658)	(3,559,700)	(2,000,375)	(12,365,110)	(8,811,272)
Disposals	10,373,604	-	966,490	-	980,094	839,381	3,666,893	-	15,987,081	839,381
Closing Accumulated Depreciation	(83,810,617)	(92,080,788)	(35,295,594)	(30,137,251)	(3,575,187)	(3,978,138)	(13,957,150)	(14,064,343)	(136,638,548)	(140,260,520)
<b>Net Carrying Amount</b>	<b>2,534,335</b>	<b>4,348,594</b>	<b>15,345,520</b>	<b>17,778,998</b>	<b>1,800,000</b>	<b>1,788,547</b>	<b>6,017,524</b>	<b>6,909,924</b>	<b>25,697,378</b>	<b>30,826,063</b>

**11 NON CURRENT ASSETS-INTANGIBLE ASSETS**

Reporting Period	RIGHTS		PRODUCTION SOFTWARE		COMPUTER SOFTWARE		PROGRAMME DEVELOPMENT		TOTAL	
	30 June 2017	31 Dec 2015	30 June 2017	31 Dec 2015	30 June 2017	31 Dec 2015	30 June 2017	31 Dec 2015	30 June 2017	31 Dec 2015
Opening Carrying Amount	616,135	599,439	1,511,883	1,511,883	5,165,637	5,150,637	24,697,445	16,023,145	31,991,100	23,285,104
Additions	-	16,696	-	-	200,000	15,000	8,166,955	8,674,300	8,366,955	8,705,996
Disposals	-	-	(628,541)	-	-	-	-	-	(628,541)	-
Closing Carrying Amount	616,135	616,135	883,342	1,511,883	5,365,637	5,165,637	32,864,400	24,697,445	39,729,514	31,991,100
Opening Accumulated Amortisation	(480,848)	(435,378)	(1,424,218)	(1,392,404)	(4,855,780)	(4,750,026)	(10,031,592)	(5,092,103)	(16,792,438)	(11,669,911)
Amortisation for the period	(65,971)	(45,470)	(43,815)	(31,814)	(138,946)	(105,754)	(9,859,319)	(4,939,489)	(10,108,051)	(5,122,527)
Disposal	-	-	628,521	-	-	-	-	-	628,521	-
Closing Accumulated Amortisation	(546,819)	(480,848)	(839,512)	(1,424,218)	(4,994,726)	(4,855,780)	(19,890,911)	(10,031,592)	(26,271,968)	(16,792,438)
<b>Net Carrying Amount</b>	<b>69,316</b>	<b>135,287</b>	<b>43,830</b>	<b>87,665</b>	<b>370,911</b>	<b>309,857</b>	<b>12,973,489</b>	<b>14,665,853</b>	<b>13,457,546</b>	<b>15,196,662</b>

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	<b>30-Jun 2017 (18 months) Rs</b>	<b>31-Dec 2015 (12 months) Rs</b>
<b>12 PAYABLES</b>		
Course fees deferred	-	432,000
Course fees prepaid	8,264,097	9,766,805
Accrued Expenditure	15,582,520	10,575,430
Course Fees due	29,100	-
Sundry creditors and prepayments	1,161,543	1,690,424
<b>Total</b>	<b>25,037,260</b>	<b>22,464,659</b>

**13 CAR LOANS**

These represent car loans granted by the Ministry of Education and Human Resources, Tertiary Education and Scientific Research to staff of the Open University. Long term loans represent the non-current portion of car loans. Breakdown of the loans was as follows:

	<b>30-Jun 2017 (18 months) Rs</b>	<b>31-Dec 2015 (12 months) Rs</b>
Total car loans	10,912,996	6,313,593
Less amount falling due within one year	(2,358,980)	(1,482,597)
<b>Amount due after one year</b>	<b>8,554,016</b>	<b>4,830,996</b>

**14 EMPLOYEES BENEFITS**

Employee benefits represent sick leaves, vacation leaves and passage benefits accrued by staff and payable either on retirement or on resignation.

	<b>30-Jun 2017 (18 months) Rs</b>	<b>31-Dec 2015 (12 months) Restated Rs</b>
<b>Short term:</b>		
Sick leave benefits	4,000,000	3,800,000
Passage benefits	3,500,000	2,700,000
Vacation leave benefits	1,000,000	400,000
<b>Total</b>	<b>8,500,000</b>	<b>6,900,000</b>
<b>Long term:</b>		
Sick leave benefits	22,000,000	21,500,000
Passage benefits	7,695,510	8,189,023
Vacation leave benefits	22,968,000	21,032,000
<b>Total</b>	<b>52,663,510</b>	<b>50,721,023</b>

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	<b>30-Jun 2017 (18 months) Rs</b>	<b>31-Dec 2015 (12 months) Rs</b>
<b>15 OTHER OPERATING REVENUE</b>		
<b>15.1 Breakdown:</b>		
Interest Receivable	-	682,903
Course Fees (See notes below)	189,326,933	101,744,813
Sale of services	11,202,937	5,187,937
Sale of goods	191,445	113,199
National Savings Fund refund	1,090,984	726,177
UTM Collaboration	2,004,717	
Miscellaneous Revenue	121,790	-
Disposal of Non Current Asset	248,035	73,227
<b>Total</b>	<b>204,186,841</b>	<b>108,528,256</b>

**15.2 Course fees- Scholarship and Discounts**

- 15.2.1** The Open University sponsored its academic and key personnel to read for PhD in-house. The whole tuition fees receivable, totalling **Rs 108,000** were waived under this policy during the eighteen month period ended 30 June 2017.
- 15.2.2** A twenty percent fee discount was granted to Open University's staff who enrolled for the university's courses. The additional fee applicable for payments by instalments was also waived to this category of learners. An amount of **Rs 107,401** was granted as discount under this policy during the eighteen month period ended 30 June 2017.
- 15.2.3** A corporate discount was granted to selected companies sponsoring their staff for the university's programmes in 2013 and 2014. A ten percent and five percent discounts were granted to staff of the Mauritius Revenue Authority and Ceridian respectively. During the eighteen month period ending 30 June 2017, a total discount of **Rs 116,825** was granted on course fees under this policy.
- 15.2.4** Twenty scholarships were granted to foreign learners in 2013. Five learners have graduated in the eighteen month period ended 30 June 2017. Two scholarships were granted to prison detainees in 2015 under a scheme of the parent Ministry. Two additional scholarships were granted to prison detainees in the eighteen month period ended 30 June 2017. Course fees waived for these scholarships during the eighteen month period ended 30 June 2017 amounted to **Rs 137,000**.
- 15.2.5** Scholarships were also awarded in 2014 to four best performers at undergraduate and post-graduate levels and total fees amounting to **Rs 25,675** were waived under this scheme during the eighteen month period ended 30 June 2017.

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	<b>30-Jun 2017 (18 months) Rs</b>	<b>31-Dec 2015 (12 months) Rs</b>
<b>16 STAFF COSTS</b>		
<b>Breakdown of Staff costs:</b>		
Basic Salary	100,570,975	63,032,977
Salary Compensation	79,494	1,054,648
Overtime	7,257,390	5,301,232
Acting and other Allowances	4,053,065	2,951,552
Gratuity	365,300	217,200
Chairman & Board/Committees Fees	1,555,640	505,258
End of Year Bonus	5,716,305	5,376,504
Passage Benefits	4,556,243	2,666,785
Pension cost - Defined benefit plan	27,486,776	17,024,436
Contributions - Public Sector Defined Contribution Plan	297,136	161,758
Contributions - NPF & FPS	1,039,324	665,950
Contributions- National Savings Fund	1,094,289	733,495
Extra Assistance	10,926,604	8,465,087
Sick Leave	8,428,603	3,646,225
Vacation Leave	4,076,944	1,137,000
Uniforms Allowance	240,920	129,825
Travelling and Transport	12,284,390	7,933,843
Medical Scheme	740,535	228,420
Insurance compensation	488,594	1,337
	<b>191,258,526</b>	<b>121,233,532</b>

**OPEN UNIVERSITY OF MAURITIUS**  
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**17 OTHER OPERATING EXPENSES**

**17.1 Breakdown of Operating Expenses:**

Academic Expenses	44,689,302	26,949,997
Programme Production	1,289,088	520,762
Resource Centre	778,644	614,165
Marketing	2,310,253	1,346,174
Training and Staff Development	237,354	105,203
Research	27,822	7,537
Insurance	561,325	586,335
Security Services	1,763,791	1,093,500
Postage & Office Stationery	2,112,209	1,282,825
Telephone, Electricity and Water	6,519,845	4,416,705
Mission Expenses	876,007	1,925
Institutional Links and Membership fees	654,084	251,319
Legal and Professional Charges	624,104	179,100
Motor Vehicle Running Expenses	1,118,191	1,056,627
Repairs and Maintenance	7,554,578	3,806,648
Hospitality	184,566	234,996
General Expenses	199,829	77,526
Publicity and Advertisement	405,126	124,149
Setting up of Overseas Study Centre	16,179	-
Loss on disposal of assets	187,625	-
Loss on exchange	33,048	6,473
Debts written off	2,715,441	36,045
ISO Certification Expenses	32,000	180,000
Collaboration with other Universities	3,574,670	-
<b>Total</b>	<b>78,465,081</b>	<b>42,878,011</b>
<b>17.2 Included in Operating Expenses are:</b>		
Cost of inventories expensed	8,932,498	6,834,233

**OPEN UNIVERSITY OF MAURITIUS**  
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**18 BUDGET RECONCILIATION**

The budget and the accounting bases differ. The financial statements are prepared on the accrual basis using a classification based on the nature of expenses in the Statement of Financial Performance.

A reconciliation of the actual amounts on a comparable basis as presented in the Statement of Comparison of Budget and Actual Amounts with the actual amounts in the Statement of Financial Performance is presented below.

**Budget reconciliation**

	<b>Period Ended 30 June 2017</b>
	<b>Rs</b>
<b>Expenses</b>	
Actual amount on comparable basis as presented in the Budget and Actual Comparative Statement	<b>257,011,662</b>
<b>Basis differences</b>	
Commitment for the year and other adjustments	10,367,976
Commitment of last period	(13,364,149)
Inventories at 1 January 2016	2,759,273
Inventories at 30 June 2017	(2,009,035)
Provision for Employee Pension Benefits Obligations	16,572,569
Bad debts written off	2,715,440
Disposal of assets	187,625
Loss on foreign exchange	33,047
Movement in other payables	2,706,074
Depreciation & Amortisation	22,473,161
	<b>299,453,643</b>
Additions to PPE and Intangible Assets	(7,256,875)
<b>Actual amount in the Statement of Financial Performance</b>	<b>292,196,768</b>
<b>Revenue</b>	
Actual amount on comparable basis as presented in the Budget and Actual Comparative Statement	318,775,226
Budgets opening balances	(43,335,069)
Donations in kind	96,670
Capital Grant not yet received	346,506
Deferred income released	432,000
Disposal of assets	(70,569)
Movement in Course fees prepaid	(1,075)
Movement in Course fee due	1,844,080
Movement in other receivables	3,506,818
<b>Actual amount in the Statement of Financial Performance</b>	<b>281,594,587</b>

**OPEN UNIVERSITY OF MAURITIUS**  
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**19 BUDGET**

**Explanations on difference between the Final Budget and Actual Amounts**

- 19.1 Following the amendment in the Finance and Audit Act 2015, the Budget for the FY 2016/2017 covers a period of eighteen months, i.e. six month's period- January to June 2016 and 12 month's period July 2016 to June 2017. The budget has been prepared on Cash Basis and several re-allocations of funds were made and no additional funds were required during the financial period.
- 19.2 Government did not release the whole amount of Recurrent Grant as originally approved.
- 19.3 There was a drop in the enrolment figures in the January 2016 intake which led to the decrease in course fees.
- 19.4 Filling of many vacancies did not materialise and this led to savings under these items.
- 19.5 Projects related to repairs of campus at Curepipe did not materialise in the Financial Year 2016/2017.
- 19.6 Budget for the first six months ended June 2016 was over-estimated and claims were not submitted in time.
- 19.7 Development of new courses took longer periods to be completed and only three new courses were launched.
- 19.8 Stricter control was exercised on expenses.
- 19.9 Payment to University of Technology Mauritius for one particular programme was delayed.
- 19.10 Stricter control was exercised on expenses.
- 19.11 Capital projects were carried forward to the next financial year.

**20 EVENTS AFTER THE REPORTING DATE**

There was no event after the reporting date at the time of preparation of accounts and up to the submission of accounts to the Board which would have an impact on the financial statements.

**21 EMPLOYEE DISCLOSURE**

As at 30 June 2017, the Open University had 144 employees on permanent and pensionable establishment.

**22 KEY MANAGEMENT PERSONNEL**

The management of the Open University is carried out by key personnel including the Director-General, Heads of Division and section and other senior staff who are responsible for managing the activities of the university. The aggregate remuneration of **Rs 37,800,279** was provided to key management personnel for the reporting period as follows:

	<b>30-Jun 2017 (18 months) Rs</b>	<b>31-Dec 2015 (12 months) Rs</b>
Director General	4,433,427	3,779,485
Heads of Division/ Section	20,246,658	14,191,818
Other senior staff	13,120,194	5,243,352
<b>Total</b>	<b>37,800,279</b>	<b>23,214,655</b>

**OPEN UNIVERSITY OF MAURITIUS**  
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**23 OTHER REMUNERATION AND COMPENSATION TO KEY MANAGEMENT PERSONNEL**

During the reporting period, fees totalling **Rs 585,890** for course writing, tutoring and supervising services were paid to key personnel as follows:

	<b>30-Jun 2017 (18 months) Rs</b>	<b>31-Dec 2015 (12 months) Rs</b>
Director General	-	918,110
Other senior staff	585,890	290,645
<b>Total</b>	<b>585,890</b>	<b>1,208,755</b>

Figures for other remuneration is included in **Note 22**.

**24 BOARD OF DIRECTORS' REMUNERATION**

	<b>30-Jun 2017 (18 months) Rs</b>	<b>31-Dec 2015 (12 months) Rs</b>
Chairperson fees	489,927	155,293
Other Board Directors fees	461,743	97,055
<b>Total</b>	<b>951,670</b>	<b>252,348</b>

**25 RELATED PARTY TRANSACTIONS**

For the purposes of these financial statements, parties which are considered to be related to the Open University are other government ministries, public bodies and departments, mostly represented on the Open University Board, if they have the ability, directly or indirectly, to control the Open University or exercise significant influence over the financial and operating decision making, or vice versa. Related party transactions were generally carried out at commercial terms and conditions.

The Open University produced audio visual and printed materials and services at concessionary terms to government ministries and departments. During the financial year a total amount of **Rs 333,000** was waived on sale of goods and services in accordance with the prevailing pricing policy

Eligible employees are granted duty free facilities and/or loans for the purchase of a car as prescribed in the Pay Research Bureau Report. The details, amounts granted and balances under these loans are given at notes 4.6.4 and 7. There are no other loans to key management personnel or to other categories of staff.





## **Annex 1:**

### **EXTRACT FROM OU ACT NO. 2 OF 2010**

#### **5. Functions of Open University**

The Open University shall have such functions as are necessary to attain its objects most effectively and shall, in particular -

- (a) act as the national focal point for open and distance learning;
- (b) set standards for the provision of open and distance learning;
- (c) provide education and training through a diversity of means in such branches of knowledge, vocations and professions as the Open University may determine from time to time;
- (d) enter into affiliation with other institutions, local and overseas, which would assist in attaining any of the objects of the Open University;
- (e) co-operate with any local or overseas institution which has objects which are wholly or partly similar to its own;
- (f) provide consultancy and professional services, especially in open and distance learning;
- (g) plan and prescribe courses of study for degrees, diplomas or certificates through open and distance learning, with the collaboration of local and overseas providers of education and training;
- (h) hold examinations and grant degrees, including honorary degrees, diplomas, certificates or other academic awards, acting on its own or jointly with any other education and training institution;
- (i) accept examinations and periods of study of students at other universities or places of learning as equivalent to appropriate examinations and periods of study in the Open University and withdraw such acceptance at any time;
- (j) institute professorships, lectureships, tutorships and other academic positions necessary for imparting instruction, for preparing educational material or for conducting other academic activities, including supervision, designing and delivery of courses and evaluation of the work done by learners and appoint persons to such positions;
- (k) institute and award fellowships, scholarships, prizes and such other awards for recognition of merit as it thinks fit;
- (l) set up and maintain Regional Centres within this region of the world for the purpose of coordinating and supervising the work of regional study centres in the region and for performing such other functions as may be conferred on them by the Academic Council;

- (m) set up, maintain and recognise study centres, telecentres and practice centres for the purpose of advising, counselling, tutoring, obtaining practical experience or rendering any other assistance required by learners;
- (n) provide for the preparation, reception and distribution of instructional materials through differentiated media, including terrestrial, satellite, video, radio, print, web or compact disc media and others;
- (o) make provision for research and development in educational technology, instructional design, learner support and related matters;
- (p) provide, control and maintain discipline among the learners and academic and general staff and lay down the conditions of service of such staff, including their codes of conduct;
- (q) determine standards and specify conditions for the admission of learners to programmes of study at the Open University, which may include recognition of prior learning, experience, examination, evaluation and any other method of testing;
- (r) link up with Governmental and inter-governmental institutions and the private sector to support an enabling environment for the provision of education and training at certificate, diploma, graduate, post-graduate and research levels;
- (s) create partnerships with key institutions worldwide to deliver programmes of open and distance learning.

## **Annex 2:**

### **EXTRACT FROM OU ACT NO. 2 OF 2010**

#### **6. Powers of Open University**

The Open University shall have such powers as are necessary to attain its objects and discharge its functions most effectively and may, in particular -

- (a) receive donations and gifts, contract loans, and lease, acquire, hold, maintain and dispose of any property, movable or immovable, including trust and Government property;
- (b) demand and receive such fees and charges as may be charged for courses of study, research and practical training and for admission to the examinations for degrees, diplomas and other academic qualifications;
- (c) co-operate with other universities and institutions of higher learning, professional bodies and organisations, both locally and from overseas, for such purposes as it considers necessary, including credit transfers and the award of joint degrees;
- (d) subject to the Public Procurement Act, enter into such contract or other arrangement as may be necessary;
- (e) subject to any other enactment, establish such broadcasting facility as may be required to enable the Open University to perform its functions;
- (f) appoint, on contract or otherwise, visiting professors, consultants, fellows, scholars, artists, course writers and other persons from within and outside Mauritius who may contribute to the advancement of the objects of the Open University;
- (g) do such other act as may be necessary for attaining any of its objects and carrying out its functions.