

| 2018
| 2019



| ANNUAL
| REPORT

Open University
of Mauritius



Open University
of Mauritius



ANNUAL REPORT

July 2018 - June 2019

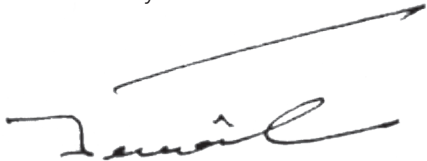
Letter of Transmittal

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

Honourable Minister

I have the honour of submitting the report of activities of the Open University of Mauritius for the period 1 July 2018 – 30 June 2019.

Yours faithfully

A handwritten signature in black ink, appearing to read 'R Duva Pentiah', with a long, sweeping horizontal stroke above it.

R Duva Pentiah, C S K
Chairperson
Open University of Mauritius

CORPORATE INFORMATION

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Mr R Duva Pentiah, CSK

DIRECTOR-GENERAL

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Chairperson's Preface

The Open University of Mauritius (OU) has experienced significant milestones during the year 2018/19. The pursuit of Quality and the rigorous application of accountability standards to OU's various operations rank high among our guiding principles. We received the report on the first cycle external Quality Assurance Audit conducted by the Tertiary Education Commission in July 2018; this report is one of our vital working documents.

OU was commended for its endeavour in addressing the recommendations of the audit exercise, and completed the transition from ISO 9001:2008 to ISO 2001:2015 standards in December 2018, thereby renewing its commitment to Quality.

OU continues to re-inforce its position as a major player in the higher education landscape in Mauritius and the region. The University consolidated its staffing resources further and continued to enhance facilities provided to learners.

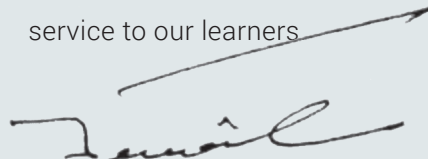
The introduction of the Free Tertiary Education Scheme up to undergraduate level by Government has positively impacted on OU's growth. Student enrolment rose sharply and ongoing student registration rate increased considerably.

While the University continued to work towards the objectives set in its Strategic Plan 2017/25, it also forged new partnerships with strategic partners, renewed existing collaborations with internationally-reputed partners such as Commonwealth of Learning and the Imperial College, London, and explored avenues to increase its intake among international students. The University also enlisted the services of highly experienced academics from abroad to assist in its development.

Once again, OU collaborated with the University of KwaZulu Natal, South Africa, to organise the second edition of the International Conference in Mauritius in April 2019 on the theme "Global Trends in Management, IT and Governance in an e-World" (E-MIG). Additionally, OU continued to build capacity in research, increasing its research outputs by encouraging academic staff to engage actively in research work such as conference attendance and publishing research findings.

The Board, Management and staff of OU have the firm commitment to work together to take the University to new heights.

I convey my sincere thanks to all Board Members for their support and to the Director-General and all staff of OU for their dedication in providing the best service to our learners

A handwritten signature in black ink, appearing to read 'R Duva Pentiah', with a long horizontal line extending from the end of the signature.

R Duva Pentiah, CSK

Chairperson

Open University of Mauritius.

2020



Director-General's Foreword

This was another successful year for Open University of Mauritius (OU). It continued to register a positive growth in enrolment for the sixth consecutive year. 992 and 1,275 new students joined OU in July 2018 and January 2019 respectively. On top of it, 225 medical professionals followed continuous medical professional courses, approved by the Medical Council, at OU.

In March 2018, the ex-Tertiary Education Commission carried out the Quality Assurance Audit for the second time. This second audit called the First Cycle Quality Audit of OU confirmed that OU is progressing on the right path. Implementation of the recommendations will take OU to even greater heights. The auditors stated that "...learning programmes are effectively organised and managed..." and "...student support is furthermore integrated in all the functions of the institution..." The Student Satisfaction Survey, where 96.6% of learners stated that they were satisfied with the courses offered by OU, confirmed the findings of the audit.

In its quest to offer well-designed e-learning courses, OU successfully negotiated with the world-reputed John Wiley & Sons to secure the rights to offer the popular MSc Financial Analysis programme in Africa. This programme plays a pivotal role in preparing the professionals wishing to become Chartered Financial Analysts.

OU further consolidated its image on the international front. With the funding obtained from the Commonwealth of Learning (COL), it developed its first Massive Open Online Course (MOOC) entitled 'Introduction to Sustainable Development in Business'. OU's team has developed the learning materials, the videos as well as the marketing materials accompanying this course. Around five thousand participants from over a hundred different countries have followed this four-week online course. Upon successful completion of the course, every participant receives a certificate offered jointly by OU and COL.

Moreover, during the seventh Convocation Ceremony held on 21 and 22 February 2019, OU offered its second Doctor Honoris Causa award to Prof A Kanwar, President and CEO of COL in the presence of the Honourable Minister of Education and Human Resources, Tertiary Education and Scientific Research. This event was reported in the international press.

In line with its internationalization strategy, OU succeeded in moving from ISO 9001:2008 to ISO 9001:2015 in November 2018. This contributed to enhancing the motivation of our staff who worked with renewed energy to organise the second edition of e-MIG 2019 international conference from 14 to 15 May 2019 that welcomed more than a hundred local and international participants.

OU also celebrated the fifty years of the Independence of Mauritius by organising a *Journée de Réflexion* on 30 August 2018 in the presence of the Ag President of the Republic of Mauritius, HE B P Vyapoory and Hon (Mrs) L D Dookun-Luchoomun, Minister of Education and Human Resources, Tertiary Education and Scientific Research.

While members of staff continued to pursue their research, a team of academics completed the ex-TEC sponsored project entitled "Empowering Girls towards making an informed decision about the choice for an ICT-related career".

This year, OU also continued to consolidate its human resource. In fact, sixteen new recruits joined OU at both academic and administrative levels.

Due to its dedicated and motivated team of full-time and part-time staff as well as a supportive Chairperson and Board Members, OU continues to consolidate its financial position.

I would like to express my heartfelt thanks to all the stakeholders, including the learners, for their trust and support.



Dr Kaviraj Sharma Sukon
Director-General
Open University of Mauritius
2020



Workshop on
Organizational Effectiveness
for
Association Office Bearers
2nd November 2014

No.	Name	Designation	Organization	Address	Contact No.	Signature
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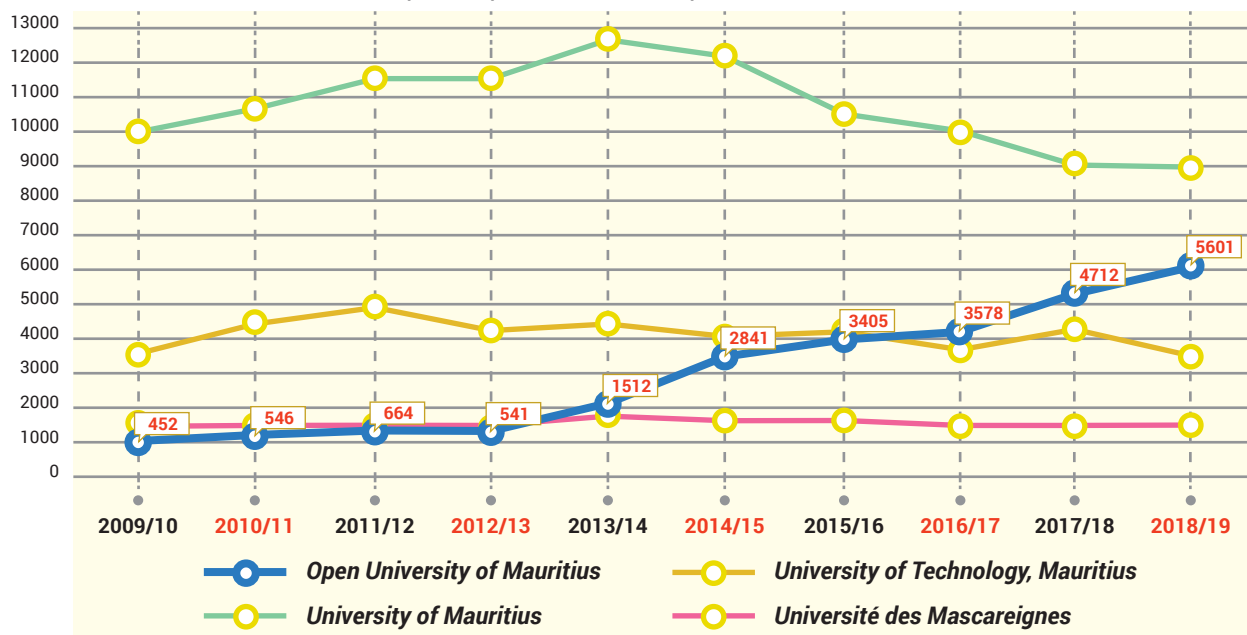
Highlights of the Year 2018-19

1

The only public university in Mauritius to have a positive growth over the last six years.

Source: Tertiary Education Commission

Total Enrolment in UoM, UTM, UDM and OU, 2009-2018



2

Student Intake

Number of new learners admitted:

*Undergraduate programmes,
Postgraduate programmes and non-
award short courses:*

July 2018: 992

January 2019: 1,275

*Continuous Medical Education
Courses:*

225 medical professionals

"96.6% of learners are satisfied with the course" as per the OU Student Satisfaction Survey 2018.

3

First Cycle Quality Audit

First Cycle Quality Audit of OU by the Tertiary Education Commission in March 2018. As per the Quality Audit Report, at OU,

"...learning programmes are effectively organised and managed";

"Student support is furthermore integrated in all the functions of the institution."

Source: Report of the First Cycle Quality Audit of the Open University of Mauritius, TEC, 2018

The TEC Audit Panel also commended Open University of Mauritius for

- *Having in place a programme validation process;*
- *For the high calibre of resource persons and the invaluable role they play in the design and quality of learning experiences;*
- *The allocation of scholarships for PhD to new recruits;*
- *Its outreach and support to some incarcerated individuals who were offered an opportunity to study.*

4

Diverse Programmes of Studies

- Total number of courses offered: 67 out of which 8 are **NEW**.
- OUM is the **ONLY** university offering John Wiley's MSc Financial Analysis programme in Africa.
- As an approved provider of Continuous Medical Education (CME) by the Medical Council of Mauritius, OUM also offered eight CMEs to medical professionals.

5

In collaboration with the Commonwealth of Learning (COL), OUM developed a Massive Open Online Course (MOOC) on the Introduction to Sustainable Development in Business. Over 1,000 people from over 50 countries completed the MOOC.



● *Enrolment Link: www.mooc4dev.org/sdev*

Highlights of the Year 2018-19

6

Sound Financial Position



OU registered a surplus of **Rs 9.9 Million** at closure of accounts for FY 2018/19.

7

369 Awardees for Award Courses and 258 Awardees for Non-award Courses

2 Convocation Ceremonies
5 Certificate Award Ceremonies



GRADUATION

— Ceremony —

8

International Conference & Research Project

OU organised the second edition of e-MIG 2019 conference on 14 and 15 May 2019 for more than 100 participants.

OU completed the TEC-funded project entitled "*Empowering Girls towards making an informed decision about the choice for an ICT-related career*".

9

OU is ISO 9001:2015 Certified

The transition from ISO 9001:2008 to ISO 9001:2015 was successfully made and Open University of Mauritius became ISO 9001:2015-certified on 12 November 2018.



Highlights of the Year 2018-19

10

Reinforcing the Human Resources

Sixteen new recruits at both academic and administrative levels.

11

Solid Partners

OU has **53 partners**. Its major partners include **Imperial College London**, **Commonwealth of Learning**, **Commonwealth Secretariat**, **University of KwaZulu Natal** and **John Wiley & Sons** among others. OU signed agreements with the eight new partners in the year 2018/19.

OU is a Member of: **Association of Commonwealth Universities (ACU)**; **International Association of Universities (IAU)**; **International Council for Distance Education (ICDE)**; **African Council for Distance Education (ACDE)**; **Association of African Universities (AAU)** and **Distance Education Association of Southern Africa (DEASA)**.

12

Corporate Social Responsibility

As its Corporate Social Responsibility initiatives, OU offers two scholarships to inmates and employs persons with special needs.

Open University of Mauritius:
Foundations



Vision

The vision of OU is to be one of the best Open Universities in the world.

Mission

The mission of OU is to use technology and flexible mode of teaching to serve society, transform lives, and make high-quality education, lifelong learning, and training accessible to everyone while promoting excellence in research.

Legal Entity

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 (Open University Act) 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 in Section 5, under Part II of the *Open University Act No. 10 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* makes provision under Part II Section 6 for the powers of OU. (Refer to Annex 2).

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 aspires to be one of the best open universities in the world. OU has been the only local public university to have a positive growth during the last six years while being the only ISO-Certified public university of Mauritius.

In its mission to offer high-quality tertiary education using technology and the flexible mode of teaching and learning, OU has enabled working adults to earn a university degree while fulfilling their professional and personal obligations.

Employees are thus free to study at their own place and pace while taking advantage of the blended mode of study with tutorial support as well as the use of the online learning facilities.

Moreover, OU remains one of the most affordable public universities in Mauritius, which is yet

another way that it is ensuring that higher education becomes accessible to a larger proportion of the Mauritian population. OU has also secured strategic partnerships with internationally reputed partners which enables it to provide higher quality blended learning materials.

The Strategic Plan 2017-2025 was prepared after various consultations so as to meet the challenges of a rapidly and continuously evolving local and international higher education landscape. An in-depth SWOT analysis enabled OU to formulate its strategic goals and objectives which are expected to take it to new heights by constantly pushing its boundaries to achieve its ultimate vision.

Strategic Goals 2017-2025

OU has set the following goals which are its strategic objectives:

1. The First Choice for Higher Education
2. An Excellent Faculty
3. An Effective Quality Assurance System
4. Excellent Evaluation, Assessment and Examination Mechanisms
5. High-Quality Distance Education and Online Learning Materials
6. The Best Provider of Lifelong Learning Opportunities, Employability Courses and Consultancy
7. Well Established Open School Division
8. Professional Learner Support and Excellent Customer Care
9. Excellent Marketing and Public Relations
10. Effective Financing Strategy
11. A Competent, Productive, Motivated and Satisfied Human Resource Base
12. Effective Management Support
13. The Best ICT Facilities and Building Infrastructure
14. Effective Research, Consultancy and Innovation
15. An Effective Library Service
16. An Effective Partnership, Collaboration and International Network

Values

The Values of OU are:

- Openness
- Flexibility
- Diversity
- Quality
- Excellence

Organisational Structure

The Open University was set up following the phasing out of the Mauritius College of the Air with the promulgation of the OU Act in 2010. The staff of the ex-MCA opted to join the establishment of OU and consequently the organisation started to operate by allocating new roles and functions to these staff.

New sections were set up and staff were posted in sections where they had to adapt to the new responsibilities assigned to them. Moreover, some sections which existed under the ex-MCA had to be phased out and staff redeployed to new ones being set up.

All Heads of Divisions and Heads of Units report to the Director-General.

However, being given that the Open University is a relatively young university, some Divisions/ Institutes have not yet been established completely.

As at date, the following Divisions are operational:

- The Academic Affairs Division
- The Open School Division
- The Finance Division
- The Administration Division
- The Multimedia and ICT Services Division

Academic Affairs Division

The Academic Affairs Division (AAD) is the primary coordinating Unit for academic programmes and academic support operations. The AAD is responsible for providing support to learners and tutors both at Réduit and the study centres. Starting from the organisation of induction sessions and up to the convocation ceremonies, staff members of the AAD play a pivotal role in ensuring that every student receives the best learning experience at OU. The AAD contributes to the development and administration of academic

policies, regulations and research as well as management of its study centres across the island and Rodrigues.

The Director of Academic Affairs leads the Division with the collaboration of two Senior Academics and 18 Academics. A team of administrative staff, led by two Administrative Officers, supports the Academics with assistance of trainees.

Open School Division

The Open School Division (OSD) designs, develops and delivers training programmes based on industry requirements to ensure that the employees remain competent. OSD also has the responsibility of managing consultancy projects such as the Student Support Programme.

During the year under review, it has carried out the

- Training of civil servants in various grades with a view to upgrading their skills for appointment and better performance in higher positions.

- Training of young job seekers in Employability skills.
- Training of corporate staff in Management courses.

The Director of the Open School leads the division consisting of seven Academics. A team of administrative staff, led by an Administrative Officer, together with the assistance of trainees helps the division to achieve its objectives.

Research Consultancy and Innovation Unit

The Research, Consultancy & Innovation (RCI) Unit is actively conducting research in online learning, Technology in education, Public Health and Inter-cultural studies, amongst others.

The objectives of RCI Unit are to:

- Encourage creative research, innovative scholarship, and a spirit of inquiry to generate new knowledge within the University across interdisciplinary projects.

- Promote and coordinate institution-wide services to seek and manage research funding and grants from various institutions including government, research bodies, foundations and industries.

A Senior Academic Media Coordinator is the Responsible Officer of the RCI Unit. A team of administrative staff, trainees and members of the Academic staff support him as and when required. Research Assistants are recruited for specific projects.

Finance Division

The Finance Division manages the financial resources of OU. The main activities of this Division are to prepare the annual budget, prepare financial statements at the end of financial year, process payments to suppliers, service providers, part-time Resource Persons and process payment of salaries and other benefits to full-time staff. The Finance Division is also responsible for procurement of goods and services and the

management of stores. It has the responsibility of ensuring that OU abides by all statutory and legal requirements in finance, procurement and supplies management.

The Financial Controller leads the team of staff in the financial, procurement and administrative cadre.

Administration Division

The Administration Division coordinates the various activities of OU and is responsible for general administrative matters, procurement Secretariat, legal matters, human resources, marketing activities, admission of learners, and organisation of examinations.

The Registrar's Office also services all Statutory Committees and is responsible for dissemination of the decisions of these committees to all other Divisions and Sections for implementation.

The Registrar heads the Administration Division with the support of a team of administrative staff.

General Administration and Management Units

The Unit consists of the Open Registry and the Confidential Registry.

The Open Registry is mainly involved in managing general correspondences, safekeeping and recording files of the Division, managing ancillary staff, transport services, security services, cleaning services, etc.

The Confidential Registry is responsible for managing the confidential mails and files and acts as procurement secretariat.

The General Administration and Management Units are each headed by an Administrative Officer and assisted by a team of administrative staff and trainees.

Human Resources Unit

The Human Resources (HR) Unit develops sound HR policies and procedures to meet the needs of the University while ensuring compliance to established procedures applicable to parastatal bodies based on guidelines of the HRM Manual of the Ministry for Civil Service and Administrative

Reforms (MCSAR), the provisions of the PRB Report, MCSAR Circulars and the Regulations.

An Administrative Officer, supported by a team of administrative staff and assisted by trainees, heads the HR Unit.

Marketing and Public Relations Unit

The Marketing and Public Relations (MPR) Unit is responsible for the overall marketing and communication strategies of the University which is implemented through multiple media and events to inform various audiences about OU's programmes while explaining OU's vision, mission and functions. Each year, MPR plans and executes two major communication campaigns, one Open Day and several other events, including Continuous

Professional Development (CPD) events for Medical Practitioners.

The Unit falls under the responsibility of a Marketing and Development Officer who has the support of a team comprising staff from administrative and technical cadre with assistance of trainees.

Admissions Office

The Admissions Office ensures timely processing of applications of learners and requests for module(s) exemption, assists and counsels learners throughout the application process and module registration and caters for timely and appropriate issue of certificates after each graduation ceremony.

The Admissions Office is headed by an Administrative Officer who is supported by a team of administrative staff and trainees.

Quality Assurance Team

The Quality Assurance team is responsible for conducting internal audits for ISO and Quality Assurance, coordinating third party audits conducted by external parties, collecting data for quality assurance purposes, organising training and workshops pertaining to ISO and Quality Assurance, acting on recommendations of audit reports, monitoring the implementation of recommendations from audit reports, conducting regular Management Review Meetings and carrying out regular visits in the study centres.

The Quality Assurance team consists of a Team Leader, who is supported by administrative staff and their trainees.

Moreover, a Research Assistant was recruited for a period of two months to carry out a Graduate Tracer Study survey for OU, in collaboration with the Tertiary Education Commission (TEC) and the World Bank.

Examinations Unit

The Examinations Unit manages the design of examination papers and paper setting and enlists the services of both Internal and External Examiners, Moderators and Invigilators. The Unit prepares the examinations calendar, conducts the examinations, processes the marks and declares the results.

The Unit is headed by a Deputy Registrar with the support of a team comprising staff from the examination and administrative cadres and trainees. The Unit has also a pool of about 1,000 part-time resource persons on a semester basis as Invigilators, Paper Setters, Moderators and External Examiners.

Multimedia and ICT Division

This Division consists of all the various units involved mainly in provision of technical support to OU staff and learners. OU offers courses through a blended mode and uses technology to provide the most practical and convenient learning facilities to its learners.

OU aims at bringing higher education to the doorstep of all its learners and in order to achieve this objective, it is equipped with the latest technological equipment and facilities. Thus, it has an online learning platform accessible on a 24/7 basis as well as an online library having e-books, online journals, etc. All the learning materials are available online which offers learners the opportunity to study at their own pace and place.

Tutorials are recorded and posted on the learning platform for our learners to access same whenever they need to. OU provides fully equipped computer

laboratories as well as WIFI facilities to its learners as at its learning centres.

The Multimedia and ICT Division is responsible for ensuring that all equipment and building infrastructure are in proper working conditions to enable a conducive learning and working environment.

This Division is currently overseen by the Director-General who is supported by

- Head Library Services
- Head of Graphics, Publishing and Printing Unit
- Head of Audio-Video Production Unit
- Officer Responsible for Student Affairs Unit
- Officer Responsible for IT Unit
- Officer Responsible for Engineering and Technology Services Unit

Library

The Library provides support to staff and learners of OU. It complements the curriculum requirements of the University by providing books and other materials to support the work, studies and research of OU staff and learners. The Library manages the e-library of OU which has a vast

collection of e-books and online journals.

The Library is headed by the Head Library Services who is supported by a team of staff in the library and administrative cadres.

Graphics, Publishing and Printing Unit

The Graphics, Publishing and Printing Unit (GPP) uses up-to-date multimedia technology in the form of dedicated computers, scanners, high-end printers, and the latest application software to deliver solutions for quality designs and prints. The services offered are targeted towards both its internal and external clients, namely OU's Parent Ministry, other ministries and parastatal organisations and are tailored to the needs and requirements of the clients to meet and exceed

their expectations. These requirements include among others: Competitive Cost Rates, Quality and Reliability, Short Turnaround Time and Customised Service.

The Unit is headed by the Head of Graphics, Publishing and Printing who is assisted by a team comprising staff in the Graphics, Editing, Printing and Administrative cadres as well as trainees.

Audio Video Production (AVP) Unit

The Audio Video Production Unit is mainly involved in producing video support for our learners and other external stakeholders. The Unit manages all the necessary equipment needed to the good functioning of the audio-visual production activities.

The Head of Audio Video Production leads a team of technical and administrative staff members.

Student Affairs Unit

The Student Affairs Unit (SAU), provides continuous assistance to all our registered learners. The Unit manages the e-learn platform to enable our learners to have 24/7 access to their learning materials. The Unit is also in charge of the website of OU.

A Graphic Artist heads the Unit. A team of administrative staff as well as trainees supports her to deliver the tasks.

IT Unit

The Information Technology (IT) Unit provides effective, efficient and collaborative IT services, solutions and strategies in a timely manner so as to support the University's strategic goals.

The Systems Analyst/Senior Systems Analyst, assisted by a team comprising Assistant Systems Analysts, staff in the administrative cadre and trainees, heads the ICT Unit.

Engineering and Technology Services (ETS) Unit

The Engineering and Technology Services Unit provides specific services within the organisation in two distinct areas of activities, namely the technology services and the building maintenance services.

The broad aims and objectives of the first area are to develop and maintain the technical infrastructure of the institution, to support the

delivery of digital systems and services in both the staff and learners' domains. The second area aims at management and maintenance of the building, equipment and infrastructure of OU.

The ETS falls under the responsibility of the Senior Technical Executive. A team of technical staff, administrative staff and trainees supports him.

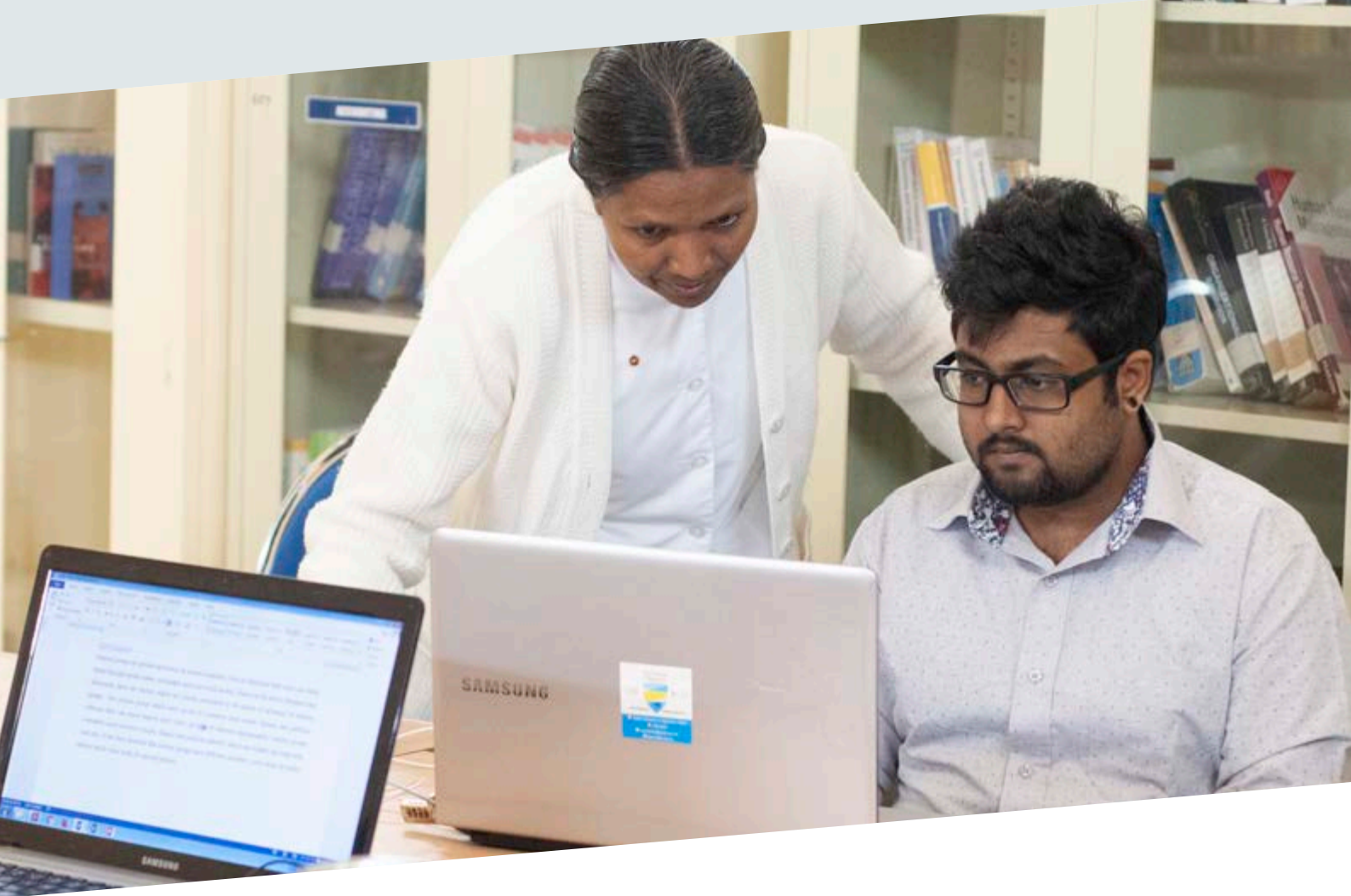
Open University of Mauritius:

Teaching and Learning



“...commends the Open University of Mauritius on the general commitment to excellence in teaching and learning.”

Source: Report of the First Cycle Quality Audit of the Open University of Mauritius, TEC, 2018



OU is playing a pivotal role in enhancing access to flexible, affordable, and quality higher education through blended open and distance learning (ODL) mode to learners belonging to all social classes. OU, which was the first local university to offer employability skills courses, continues to provide the soft skills courses freely in order to ensure that its learners are employable.

ODL is the main way of combining work and family responsibilities with educational opportunities as it frees learners from constraints of time and place. It provides the flexibility, the qualifications and the world-class teaching everyone desires. Learners can earn a qualification while working: they may wish to work part-time and study part-time; and others, including school-leavers can study full-time.

With OU's well established blended learning strategy, supported by innovative study materials and videos, learners get an exceptional learning experience in their own time, at home, work or wherever they choose – reading, watching or listening to materials supplied, working out course activities and assignments with regular support from their tutor who is always just an email away. Learners nearly get individual attention coupled with a number of face-to-face sessions organised in the afternoon and on Saturdays. All the undergraduate and postgraduate modules have at least ten hours of optional face-to-face lectures delivered on-site. Our learners can thus be independent but not isolated.

Course Development

OU has been continuously improving its offerings at all levels.

Distance Education and E-Learning materials are at the heart of the operations of open universities.

The design of the OU programmes is done with a lot of care. Following market surveys and preliminary discussions with stakeholders, the Programme Managers of OU produce the first draft of the programme document, which is then thoroughly analysed internally.

The resulting second draft is presented to the Advisory Committee, that comprises subject experts, academics from other institutions as well

as potential employers who have the opportunity to voice out their opinions on various aspects of the programme document. Only the programme documents that are validated by the Advisory Committee are submitted to the Academic Council for discussion and approval.

The programme document outlines the level of the programme, the objectives and learning outcomes, the programme duration, the entry requirements, the target audience, the content of the various modules as well as the assessment criteria. All of OU's programmes are continuously monitored to ensure that they remain relevant and up to date with latest developments.

Design of ODL Materials

ODL materials have some conspicuous elements of instructional design in line with COL guidelines for course writing. These are:

- Presentation of content into Units structured for self-learning;
- Learning outcomes-based writing of each Unit;
- 'Tutorial' mode of content explanation;
- Use of access and learning devices;
- Gradual embedding of teaching and learning;

- Self-assessment questions in line with constructivist theory of learning; and
- Space provided for learners to write their answers – 'generous' layout with a liberal use of 'white space'.

We endeavour to produce learning materials that are purposeful, structured, learner-centred and paced as well as engaging.

Table 1 shows the number of courses offered in 2018/19 at various levels.

Table 1: Number of Courses at Various Levels

Level	Total Number of Courses Per Level
PhD/DBA	2
Undergraduate Degree	30
Postgraduate Degree	14
Foundation Programmes	2

Employability Courses	2
Award Courses for the Ministry of Civil Service and Administrative Reforms in collaboration with Civil Service College, Mauritius	5
Continuous Professional Development Courses	3
Continuous Medical Education Courses	8
Other Courses	1

Enrolment



OU continued to register a positive growth in the number of learners at all levels. At doctoral level, measures were taken to terminate the registration of learners who did not have satisfactory performance. Table 2 below shows enrolment per level for the year 2018/19:

Table 2: Student Enrolment Per Level

Level	Total Number of Learners For Year 2018/19 Per Level
DBA/PhD	78
Postgraduate degree	643
Undergraduate (including 3 learners following Advanced Diploma CILT Level 6 Programme)	3,262
Diploma (including 40 learners following Diploma CILT Level 5 Programme)	73
Foundations	188
Employability Courses	1,021*
Courses for the Ministry of Civil Service and Administrative Reforms and Civil Service College, Mauritius	191
Continuous Professional Development Courses	42
Continuous Medical Education Courses	225
Other Courses	105

**It should be noted that the majority of the candidates enrolled on employability courses include OU learners who are already enrolled on full-fledged undergraduate or postgraduate programmes."*

Tailor-Made Courses

OU, through the Open School Division, has offered the following tailor-made courses aimed at Civil Service officers during the year 2018/19:

Courses for the Ministry of Civil Service and Administrative Reforms and Civil Service College, Mauritius

- (i) Advanced Secretarial Course for Confidential Secretaries (Mauritius), Cohort 4, Semester 2
- (ii) Advanced Course in Effective Office

- Management and Supervision (OMA) Mauritius, Cohort 4, Semester 2
- (iii) Advanced Course in Effective Office Management and Supervision (OMA) Rodrigues, Cohort 1, Semester 2
- (iv) Advanced Course in Effective Office Management and Supervision (OMA) Mauritius, Cohort 5, Semester 1
- (v) Award Course for Citizens Advice Bureau Organisers Cohort 1, Semester 2

Foundation Courses

In line with its philosophy to democratise access to university education, OU offers Foundation Courses. These courses aim at better preparing learners for higher education while allowing them to meet the minimum requirements to undertake undergraduate studies.

They have been carefully developed by a team of experts to ensure smooth transition to university. They also motivate learners and give them a greater chance of success. They play a key role in helping learners to revisit learning skills,

while giving them the necessary confidence and preparatory experience they need for success at university.

Upon successfully completing four Foundation Courses (eight modules), including English through Open Distance Learning (ODL), they are eligible to join degree programmes.

During the Year 2018/19, OU offered 2 Foundation Courses.

Other Courses

OU mounted a short course for foreigners who wished to master the use of Kreol Morisien language in their professional life. It offered the Non-Award Course in Kreol Morisien for Foreigners.

Short CPD courses commissioned by other stakeholders

- (i) Diploma in Meteorology for Meteorological Technicians Cohort 1, Semester 2
- (ii) Diploma in Meteorology for Meteorological Technicians Cohort 2, Semester 1
- (iii) Employability Skills Courses

CPD Approved by Medical Council

Eight Continuous Medical Education (CME) courses of around 8 hours each, web-streamed live from the Royal College of Physicians of Edinburgh

(RCPE) and meant for General Practitioners and Specialists on the following topics, were organised:

Oncology	21 September 2018
Diabetes and Endocrinology	11 October 2018
Cardiology	02 November 2018
Gastroenterology	14 November 2018
Respiratory Medicine	06 March 2019
Medicine of the Older Person	21 March 2019
Nephrology in the 21st Century	25 April 2019
Infectious Diseases	14 June 2019

The Medical Council of Mauritius approved the above CME courses.

Each medical event from RCPE is awarded **four** CPD Credit Points by the Medical Council of Mauritius after completion.

The number of Participants in 2018/19 were 225 Doctors.

Another medical event (CPD approved) organised by the Unit in collaboration with Dr B Balambal, visiting Faculty from San Diego University was on "Psychosocial Issues in the Management of Diabetes Mellitus". It was held in April 2019 at OU.

Since 2014, to date, more than 800 General Practitioners, Specialists and other Medical Professionals have benefited from the RCPE medical events hosted by OU.



**MEDICAL EVENT ON
DIABETES**

Assessment Activities

The Examinations Unit managed the design of examination papers and paper setting, enlisted examiners, moderators and invigilators and prepared the examinations calendar. It conducted the examinations, processed the marks and declared the results over the period from

November 2018 to January 2019 and May to July 2019.

The assessment activities undertaken during the period under review are given in Table 3 below:

Table 3: Examinations Conducted for the Period July 2018 to June 2019 for Local Students

Examinations	No. of Programmes Examined	No. of Modules Examined	No. of Learners/ Candidates
OU November/December Exam 2018 (Postgraduate and Foundation)	11	73	948
OU November/December Exam 2018 (Undergraduate)	28	405	3,858
OU June Exam 2019 (Postgraduate and Foundation)	11	78	991
OU June/July Exam 2019 (Undergraduate)	28	418	4,751
MPH July 2018	1	3	17
MPH Dec 2018	1	4	40
Employability Skills	1	8	201
Civil Service – OMA-CS	1	8	89
Civil Service – CS	1	5	68
Civil Service – OMA ROD	1	8	60
Diploma in Meteorology for Meteorological Technician	1	4	80
IGNOU	1	2	2
DBA			5
PhD			11
Others	2	2	246

Each year, special arrangements are made with institutions abroad like Universities or Examination Centres for the assessment of learners who reside outside Mauritius.

Convocation & Certificate Award Ceremonies

OU organised two major convocation ceremonies during the year 2018/19.

7th Convocation Ceremony at MGI Auditorium, Moka on 21 and 22 February 2019

The Chief Guest on 21 Feb 2019 was the Honourable Minister of Education and Human Resources, Tertiary Education and Scientific Research. The prestigious Doctor Honoris Causa was also awarded to Professor Asha Singh Kanwar, CEO of COL in February 2019. In one of her interviews on the MBC, Prof A. Kanwar stated that “Receiving an award from the Open University of Mauritius is an honour.”

The Chief Guest on 22 February 2019 was His Excellency Yoshiharu Kato, Ambassador Extraordinary and Plenipotentiary of Japan to Mauritius.

8th Convocation Ceremony at Open University Campus Curepipe on 03 June 2019

The Chief Guest was Dr Laurent Musango, World Health Organisation Country Representative in Mauritius.

Table 4 shows the number of learners who graduated in the two convocation ceremonies during the year 2018/19.

Table 4: Number of Graduates Per Levels

Level	Number of Graduates
Honorary Degree	1
DBA/PhD	6
Undergraduate Degree	200
Postgraduate Degrees, Diplomas and Certificates	126
Undergraduate Diploma	32
Undergraduate Certificate	4
TOTAL NUMBER OF GRADUATES	369



1. Award Ceremonies for Non-Award Courses

The following ceremonies for non-award short courses were organised:

1. Certificate to Public Officers (Mauritius) held on 10 September 2018;
2. Certificate to Public officers (Rodrigues) held on 5 September 2018; and
3. Certificate to School Superintendents and Assistant School Superintendents held on 12 December 2018 at OUCC.

Table 5: Number of Candidates Who Successfully Completed the Award Short Courses

Certificate Awarded	No. of Candidates
Advanced Course in Effective Office Management and Supervision (OMA)	93
Advanced Secretarial Course for Confidential Secretaries (Mauritius)	77
Advanced Secretarial Course - Rodrigues	12
Award Course for Appointment as Management Support Officer	1
Certificate in School Management for School Superintendent	49
Certificate in School Management for Assistant School Superintendent	26
TOTAL NUMBER OF CANDIDATES	258

Testimonial of Graduates



JOGEE Abdool Rashid
MBA with specialisation in Educational Leadership

J'aurais bientôt 80 ans et j'ai travaillé longtemps en tant qu'éducateur: pendant 57 ans. Mais il y a trois ans de cela, je me suis dit qu'il faut faire quelque chose d'autre. Alors j'ai cessé de travailler et mes amis m'ont recommandé l'Open University of Mauritius. Alors je suis venu pour un cours en MBA. Je dois dire que je n'ai rien à regretter. C'est une université de haut standing et les Lecturers sont extraordinaires, formidables ! Il sont d'un très bon niveau. J'ai beaucoup appris. J'ai fréquenté des institutions très connues comme la Sorbonne et l'université de Londres et maintenant Open University of Mauritius. Ici, je dois dire que le niveau se compare aux grandes universités internationales. L'atmosphère est bon, les cours sont très bons et j'en ai beaucoup profité et je dois dire que ça va me servir dans la vie. Ce n'est jamais trop tard pour étudier comme vous voyez et j'ai l'intention de continuer et de faire un doctorat ici-même.



BUCKTOWNSING Rubina
MBA with specialisation in Educational Leadership

Je suis enseignante et le MBA Educational Leadership va m'aider à mieux faire mon travail et à maîtriser le domaine de l'éducation. Je saisis l'occasion pour encourager tous les profs de faire leur MBA à l'Open University. L'avantage, c'est que, à l'Open University, you study at your pace, et cela représente une facilité énorme pour les profs qui travaillent. De plus, on a les face-to-face qui sont très importants et les Lecturers sont toujours présents pour nous aider.



CHAN SUN Claude Alain
Doctor in Business Administration (DBA)

The Open University of Mauritius has given me a great opportunity to continue my studies with my working experience. I highly recommend Open University of Mauritius as the university gives us tremendous support in doing our doctorate degree and also has the finest infrastructure for us to complete this degree. The Open University of Mauritius offers flexible courses in Doctorate and other fields of studies and flexible hours for graduands to study their courses and also the support in terms of academic support is there for us to complete and accompany us all during our studies. I highly recommend the Open University of Mauritius for future students as the institution offers a wide range of courses that will suit your purposes.



ANSELINE Marie Stephanie Nelsa
Diploma in Business Management

C'était une belle expérience de se joindre à l'Open University parce que, étant déjà dans le monde du travail, ça m'a aidé à suivre mes cours et en même temps à travailler. Je suis quand même très fière de pouvoir être parmi les heureux diplômés. Je suis fière car durant mon parcours j'ai pu gérer les études et le travail et les responsabilités de famille à la maison. Donc, j'encourage tous les jeunes, et même les plus âgés, à se joindre à cette aventure et de continuer leurs études tertiaires, pour eux-mêmes, et aussi, pour donner l'exemple aux autres...

Outreach Activities

A literary event was organised in collaboration with the President's Fund for Creative Writing on 20 September 2018 in the Lecture Theatre of OU. eminent dramatist and scholar, Professor Prakash Joshi, conducted a public lecture entitled "Modern

Drama: Trends and Directions". This outreach activity aimed at promoting appreciation for Drama. It also strove to broaden the horizons of literature students.

Open University of Mauritius:

Reaching and Supporting Students



“Students have expressed their satisfaction with the learning environment, support received from staff, the flexibility of the programmes and the technology used in teaching and learning. The caring approach, availability and quick response to queries, range of learning and assessment approaches were praised by students”

Source: Report of the First Cycle Quality Audit of the Open University of Mauritius, TEC, 2018



Within quite a short period of time, the University has set up a strong and complex support system with the following elements:

- Pre-enrolment counselling and information services;
- Induction materials including fact sheets;
- Free tablet with pre-loaded learning materials to those enrolled in degree programmes;
- Induction session with information and advice given on preparation for distance learning including study skills;
- One Programme Manager for learners of each programme. Support provided through e-learning platform, emails, and face-to-face sessions. The Programme Manager ensures the smooth running of programme/s under his/her responsibility;
- A virtual learning platform where learning resources are provided;
- E-library with over 500,000 titles accessible from anywhere and at any time;
- Recorded/video sessions are provided;
- Handbooks/guides on dissertations and assignments/guides on use of Turnitin/guide on distance education;
- Planners of face-to-face sessions to respond to academic needs of learners;
- Additional sessions to respond to specific academic difficulties of learners;
- Submission plan for assignments;
- One tutor for each of the module in which learner is enrolled;
- Assignments with feedback given to learners;
- Special support organised for special needs learners/bed-ridden ones as well as for prisoners enrolled in our programmes;

- Dissertation/Project Supervisor;
- Anti-plagiarism software facilities;
- Organisation of Skype sessions/Virtual classrooms;
- Social media facilities for learners;
- Well-equipped classrooms as well as space for peer group meetings outside teaching hours;
- Use of MOOCs for programme delivery;
- Counselling sheets for exams; and
- Placement for learners in some programmes.

As can be seen from the list above, both human and technological inputs are integrated within the system.

The main support services provided on the learning platform include:

- Access to resources and assignments;
- Dissemination of information, general notices, guides...;
- Use of anti-plagiarism software;
- Past exam papers; and
- Discussion forum.

Figure 1 below illustrates how OU learners are supported with many resources aimed at enhancing their learning experience.

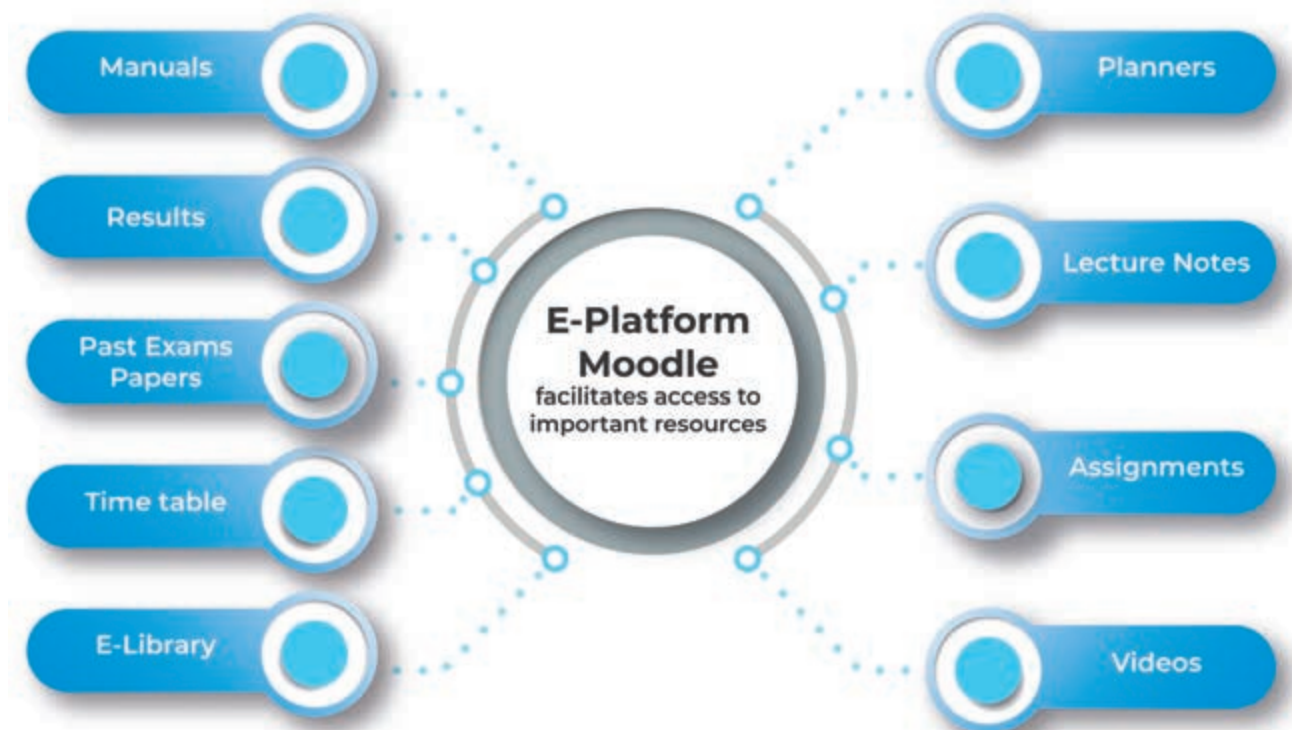


Figure 1

The e-Learn platform Moodle is OU's virtual learning environment that provides all the necessary information to the learners.

Presentation on e-Learn Platform during Induction

Presentation was done on “how to access the E-learn platform – Moodle” to new learners during Induction in August 2018.

A video recording that provides a step-by-step guide on the use of the e-Learn platform was also distributed to all learners for the intakes of January 2019 and of August 2019.

Counselling Activities

Both academic and administrative cadres are involved in on-going counselling activities in order to respond to the administrative and academic

needs of the learners from the induction sessions up to graduation.

Revamping of the Website

The website was completely revamped in September 2018. Moreover, it is regularly updated with relevant information on:

- Latest News & Communiqué about the University’s activities such as Enrolment, Workshops, Open Days, Career Fairs, Induction Day, Convocation Ceremony, Notice of Vacancy, etc.

- All organised events such as Symposium, E-MIG Conferences and so on
- Important Programme/Courses information
- Procurement exercises and related information
- The academic calendar

Communication with our Learners

- The mailing system is used to communicate with registered learners on:
 - (i) Planner & timetable
 - (ii) Cancellation, preponing and postponing of classes
 - (iii) Information about Induction Day and Convocation Ceremony

- (iv) Registration to participate in events
- (v) Individual credentials of new Moodle users
- (vi) Registration of new modules
- Learners are also contacted through **SMS**.

Usage of Anti-Plagiarism Software: Turnitin

Turnitin is a valuable tool to help students learn what constitutes plagiarism and to help them to develop their academic writing skills. It can also be used as a punitive measure to catch students who are copying the work of others without acknowledgement.

In April 2019, the licence for Turnitin was renewed for 2,000 learners for submission of their dissertations.

Customer Care

Queries related to Moodle access, change in learners' personal details, request for access to learning materials, support in downloading materials and information about Turnitin report are handled

promptly to sustain an effective customer care.

Nearly all queries received from learners are resolved within 48 hours.

Training of Part-Time Tutors

Moodle e-learn Platform workshops were organised by the Student Affairs Unit in July 2018, August 2018 and March 2019 for tutors to empower them to use the platform for uploading

of lecture notes and other documents and also to communicate with learners through messages and chat. Table 6 shows the volume of activities on the platform.

Table 6: Statistics of the Management of the E-Learning Platform

Core Activities	Total (Jul to Dec 18)	Total (Jan to Jun 19)	Grand Total (Jul 18 to Jun 19)
Access to new users to all modules registered	1,176	1,387	2,563
Access to existing users to all modules (learners and tutors)	3,705	6,054	9,759
Programmes/modules created for new and existing intakes	663	657	1,320
Uploaded/imported materials	604	636	1,240
Uploaded videos	89	67	156
Queries attended	1,616	1,080	2,696
Bulk mails sent to learners	98,476	87,412	185,888
SMS sent to learners and tutors	641	544	1,185

Marketing Activities

Advertising and Communication

The number of adverts, aimed mostly at informing prospective learners, broadcast or disseminated in various media is given in Table 7.

Table 7: Number of Adverts and Items Disseminated Per Medium

Medium	Number of Adverts/Items Disseminated
Television	124
Radio	111
Newspapers/Magazines	49
Online	56-day ads
Posters/Flyers/Brochure on Courses	93,400

The following methods are used for marketing activities:

- Email
- Social media comprising Facebook and Instagram
- Branded souvenirs, gift items like pens, notebooks, etc.

During the financial year 2018/19, 3,213 emails were sent and 1,649 emails were attended to, following prospective learners' requests as well as queries from individuals and institutions.

OU's official social media platforms have more than 10,000 followers and it continues to grow. The followers are kept aware of events happening and their queries are attended to on a continuous basis.

Corporate objects, such as pen, notebooks, and other branded souvenirs, are either distributed through competitions, made available for everyday sale, or sold to learners during Convocation Ceremonies.

Career and Education Fair 2018

OU participated in the Career and Education Fair 2018 organised by *Défi Média* at Trianon Shopping Park on 01 and 02 December 2018 to showcase its activities and provide information to the public.

Enrolment procedures and a list of programmes were disseminated and the uniqueness of OU was explained.

Export of Services Mission 2018



The Marketing and Development Officer participated in the Export of Services Mission in Kenya and Tanzania from 24 to 28 September 2018 organised by the Economic Development Board.

Several Mauritian institutions (e.g. UdM, UTM, Polytechnics Mauritius, TEC, MGI, etc.) also participated in the event as the objective was to promote our public and private Higher Education Institutions.

International University and Career Expo 2019

OU participated in the International University and Career Expo 2019 at SVICC, Pailles on 8, 9 and 10 February 2019 in order to provide information on enrolment, programme advice and an overview

about studying at OU through the blended ODL mode. The AAD staff participated in the pre-enrolment counselling of students there.



CAREER EXPO

Open Day 2019



OPEN DAY 2019





OU's annual Open Day in Réduit was held on 26 June 2019. The University welcomed nearly 1,000 visitors. Furthermore, the AAD staff also participated in pre-enrolment counselling of students during the Open Day. Several parallel activities such as Blood Donation, Police Roll Over

Car simulation by Road Safety Unit, 3D printing demo by OU ETS, Health Check-Up by the Ministry of Health, Plant Donation, Entrepreneurship Advice from NPCC and OU Studio Tours were also organised during the Open Day.

Induction Sessions

Two major Induction Sessions for the following intakes were organised:

- (i) **August 2018 intake** at MGI Auditorium, Moka on 28 July 2018
- (ii) **February 2019 intake** at MGI Auditorium, Moka on 02 February 2019



A new format of the Induction has been proposed since August 2018 with a Tutorial DVD produced in-house on Study Skills, Time Management, Assignment Submission and Writing Skills to equip new learners.

Celebrating 50 Years of Independence - *Journée de Réflexion*

In line with the celebration of 50 years of the Independence of Mauritius, a *Journée de Réflexion* was organised by OU in collaboration with MGI and Dr Asgarally on 30 August 2018 at Hennessy Park Hotel, Ebène. The theme was “*The road travelled... the road ahead: Unlocking the Future*”. Several

Academics, decision makers and leaders in various fields, such as History, Education, Economy, Society, Arts and Literature, Politics and Media and Communication were gathered to reflect and debate on issues, both past and future, pertinent to the Mauritian society.



The Ag. President of the Republic of Mauritius, H.E. B P Vyapoory and Hon. (Mrs) L D Dookun-Luchoomun, Minister of Education and Human Resources, Tertiary Education and Scientific Research graced the event.



Library Facilities

With the aim to support the students and academics, OU's library has continuously ensured the following:

1. **Provision of books** (including e-books) and other learning resources to support the work, studies and research of our library users
2. **Reference service** – assisting users in finding information and in research
3. **Training learners** in using e-books and online journals
4. **Preparation of schedules** for the broadcast of Student Support Programmes on MBC.
5. **Enhancing e-library collections**

6. User Education

All new learners were given a pack consisting of two videos on how to access, search and download online databases and a factsheet with the user id and passwords for the different databases.

The Library conducted instruction sessions on a one-to-one basis and to small groups. Help was also provided by phone.

The representative of EBSCOhost ran a workshop at OU in September 2018 for members of the academic staff.

Sales Service

For the financial year 2018-2019, 47 learners bought 112 manuals for an amount of Rs 29,175.

Student Support Programme – Broadcast Schedules

The Library continued preparing broadcast schedules for the half-hour slot on MBC 3 of Student Support Programmes, aimed at students

of Grades 7 and 8. The video programmes were aired every day.

e-Library

The e-library is accessible at any time, on any day, from any location, provided there is Internet access. Learners do not need to be on campus to

have access to e-library facilities. The first online databases available to the Library users of OU were EBSCOhost and Emerald.

Over the years, the Library further enhanced its e-library collections by adding the following databases:

- JSTOR
- ProQuest Literature Online
- ProQuest Arts and Humanities
- Cairn.Info

However, due to dwindling usage figures, subscription to Cairn.info was stopped at end of year 2018.

A new online database was added in January 2019, namely the Westlaw Legal Online Database, that caters for the requirements of law students.

Moreover, Library users could also access the online database HINARI, specialising in biomedical and health literature, and GOALI, rich in law materials, from the Library premises.

Statistics on Usage of Databases

Usage of the different databases showed a consistent growth. Usage was as follows:

Table 8: Online Searches on Databases

Database	No. of Searches from July 2018 to June 2019
EBSCOhost	182,427
Emerald	27,669
JSTOR	11,245
ProQuest Arts and Humanities	2,100
ProQuest Literature Online	1,251
Cairn.Info (subscribed till December 2018)	94
Westlaw (from February to June 2019)	699
TOTAL	225,485

Graphics, Publishing and Printing Activities

The following activities were carried out for the period 01 July 2018 to 30 June 2019:

- Graphic design and desktop publishing
- Copy editing and proofreading
- Electronic scanning
- Offset printing in full colours
- Finishing services (binding, laminating and stitching)
- Reprographic services
- Consultancy on matters pertaining to graphic design, book design and general print production
- Technical assistance and expertise to other parastatal and government organisations in the field of logo design, corporate publications, and acquisition of printing/ reprographic equipment

The **Print Materials** undertaken by the Printing team were as follows:

- A variety of printed materials, such as study manuals, booklets, posters, CD and DVD labels, fact sheets, brochures, flyers, advertisements for newspapers, annual reports, etc. were produced for our internal and external clients.

Statistics

The publishing and printing assignments/projects undertaken for the period 01 July 2018 to 30 June 2019 are as listed hereunder:

Table 9: Range of Print Materials Produced by the GPP Section

Nature of Work	Internal Client (Units)	External Client (Units)
A3 Poster	10,465	1,250
A4 Brochure	-	55,400
A4 Flyer	8,971	-
A5 Brochure	2,241	1,200
A5 Flyer	51,915	-
Annual Report Booklet	28	-
Assignment Cover Sheet	50,000	-
Booklet	580	7,225
Booklet Request for Purchase of Equipment/Materials	10	-
Bookmark	3,000	-
Business Card	950	-
Cards (Invitation Cards, Refreshment Voucher and Gown Voucher)	2,750	500
Casual Leave Forms	2,200	-
CD/DVD Labelling	4,376	-
Certificates	1,482	36
Door Plates	7	-
Exam Booklet	25,000	-
Factsheets	3,320	-
Folder Honoris Causa	1	-
Graph Paper	11,500	-
Headed Paper	50,000	-
Individual Flyers 36*200	7,200	-
Information Sheet Induction	3,000	-
Manual	868	-
Name Tags	335	-
Name Plates	80	-
Notepad	2,575	-

OU Notepad	2,000	-
Photocopy Letter	9,298	-
Programme Document	30	-
Questionnaire	4,210	-
Sheets A4 Prints	2,991	-
Sticker Banner	26	-
Symposium Certificate	69	-
Welcome Data Sheet	900	-
Total	262,378	65,611

ICT Services

The following activities were carried out during the year 2018/19:

- Reviewing LAN system of Open University by the implementation of WIFI across OU Réduit campus to facilitate the mobility of laptop users in both North Wing and South Wing buildings;
- Internet connectivity at OU has been maintained at 60 Mbps;
- To maximise the network coverage area in RCC and FSSSS Girls where face-to-face sessions are held on Saturdays, 5 more WIFI air boxes have been purchased and are already in use to cater for the increase in number of our learners;
- New software developed by IT Unit:
 - o Re-Registration System;
 - o Online Credit Card Payment System for E-MIG Conference;
 - o Online phone extension list for OU staff;
 - o FAQ;
- Continuous update of online student application system by adding the following new features:
 - o Providing a master application list;
 - o Generating statistical report of learners; and
 - o Swapping of yearly intake of learners.

Acquisitions

1. IT Equipment

- IT Unit provides technical support in elaborating technical specifications for the purchase of IT equipment and software.
- IT Unit also manages the process of License renewal for software.

2. Software Purchase

The examination and part-time tutor systems have been outsourced. The project to develop both systems has been awarded to Starlink Business Solutions Ltd. The company has already started to work on developing both systems simultaneously.

3. Provision of Tablets for Students

Tablets are purchased by OU and distributed to its learners. During the period from July 2018 to June 2019, IT Unit uploaded materials to 1,900 tablets. Each tablet is uploaded with respective modules as per programme. IT Unit also provides technical support to learners regarding faulty tablets whenever the need arises.

4. **Cloud Server**

Recently, the cloud server has been upgraded from VPS 8 cores & 8GB RAM and 500 GB SATA to **VPS 8 cores & 32GB RAM and 2TB**

SATA. This will help OU to host the re-registration system to enable more than 5,000 users to use the system.

Audio-Video Production Activities

From July 2018 to June 2019, the following activities were carried out:

- Recording of 219 video programmes for OU comprising face-to-face sessions, lectures recorded in studio, OU functions, clips, documentary, etc; and
- Recording of 410 video programmes under the SSP students of Grades 7 and 8. The 629 videos in all represent 21,819 edited-minutes or about 363 hours of recorded and edited video.
- Mastering and dubbing of a total of 3,990 DVDs and CDs.

Open University of Mauritius:

Quality Assurance



“the Panel noted a commitment and awareness of the growing importance of quality assurance”

Source: Report of the First Cycle Quality Audit of the Open University of Mauritius, TEC, 2018



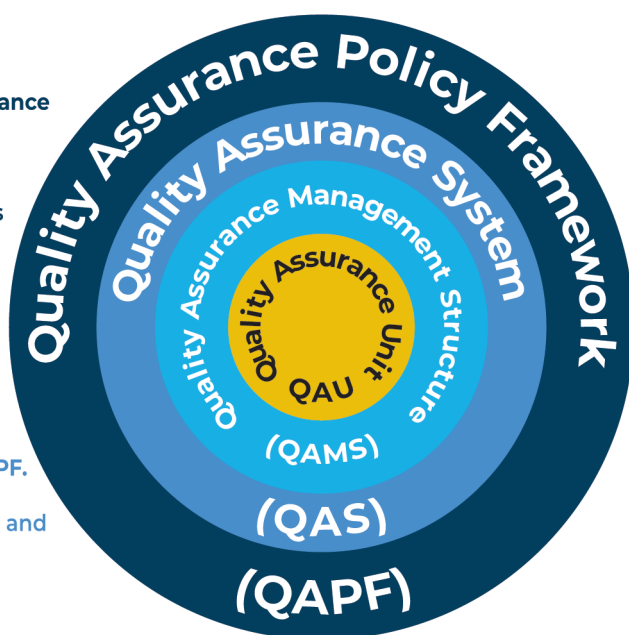
At OU, we endeavour to have learner-centred quality teaching. The vital components of quality teaching include teacher's pedagogical/ andragogical skills, and a learning environment that addresses the learners' personal needs. High quality support to staff and learners also enhances learning outcomes.

OU promotes quality teaching and learning which aim at improving the pedagogical/andragogical methods while others address the global learning environment with the collaboration of responsible officers from respective divisions/Units. There are both top-down process and induced grass-root improvement.

Quality Assurance Framework

QAFP
 ■ Defines the quality assurance policies:
 ▶ Principles
 ▶ Guidelines
 ▶ Procedures

QAS
 ■ Emanates from the QAFP.
 ▶ QAS1 for:
 - Teaching and Learning
 - Students
 ▶ QAS2 for:
 - Research



QAU
 ■ Spearheads the Implementation of the QAFP & QAS

QAMS
 ■ Manages the implementation of the QAS and QAFP
 ■ Defines the activities of the QAD

- ▶ Focus on the quality of programmes and courses, curriculum, learning materials, teaching staff, teaching and learning experiences of learner support service, resources and facilities, research and consultancy and support services.

Internal Quality Audits

Internal audits undertaken for the period July 2018 to June 2019 are in Table 10.

Table 10: Internal Audits Undertaken

In the Month of	In the Following Divisions/Units	
July 2018	Academic Affairs Division	
	Audio-Video Production Unit	
	Engineering and Technology Services Unit	
	Examinations Unit	
	Finance Division	
	General Administration/Management Unit	
	Internal Audit	
	Marketing and Public Relations Unit	
	Procurement Unit	
	Safety and Health Unit	
	August 2018	Admissions Office
		Graphics, Publishing and Printing Unit
		Human Resources Unit
Open School Division		
Partnership and Collaboration Unit		
Research, Consultancy and Innovation Centre		
June 2019	Audio-Video Production Unit	
	Academic Affairs Division	
	Human Resources Unit	

Transition from ISO 9001:2008 to ISO 9001:2015

All the processes of the ISO manuals for all the Units/divisions including the Quality Policy Manual (21 manuals) were reviewed and updated and the new elements from ISO 9001:2015 quality management system were included. The Management Review Meeting was conducted on 28 August 2018 with the Management Team.

The Mauritius Standards Bureau conducted its external audit for transition from ISO 9001:2008 to ISO 9001:2015 on 30 and 31 August 2018. The transition from ISO 9001:2008 to ISO 9001:2015 was successfully done and OU became ISO 9001:2015-certified on 12 November 2018.

Satisfaction Surveys

Perception, Learner and Tracer Surveys are regular activities done for each cohort and which are essential in evaluating the level of satisfaction of our learners and tutors and help to improve service delivery to stakeholders.

- **The Graduate Tracer Study Survey** mandated by the TEC and the World Bank including other Tertiary Education Institutions covered the full-time graduates for the period 2013 – 2017. The survey was launched and the follow-up

on response rate was done by the Research Assistant. However, the data was collected by the Tertiary Education Commission. The response rate for the survey was above 80%.

- With the collaboration of Academic Affairs Division, a **Learner Survey** was effected in October 2018.
- Another online **Learner Survey** was launched in June 2019.

External Audit by CILT UK

Mr Neil Villiers, Head of the Awarding Organisation of Chartered Institute of Logistics and Transport (CILT) UK International, visited OU on 4 November 2018 in the context of an annual quality audit of the center to help OU 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; and
- Strengthen CILT's continued support to the OU Centre.

Open University of Mauritius:

Partnership and Collaboration



“The Open University of Mauritius is a very good institution. It is a young university and it is doing very well. In fact, it is one of the best institutions of the Commonwealth.”

Prof. Asha Kanwar, CEO and President of COL, Interview on MBC on 21 February 2019.



International Partnership

The successful rapid growth of OU would not have been possible without the support from international partners. For example, together with Imperial College London (ranked among the top five universities in the world), we have conducted several training programmes for medical doctors and specialists. The team from Imperial College London is also helping us to set up a school of public health that will play a pivotal role in Mauritius and in the region. OU is offering the Master's in Public Health in collaboration with Imperial College London.

OU is a member of several prestigious international networks of universities:

- 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)
- Stockholm University (Sweden)
- University of California, San Diego (USA)
- Royal College of Physicians of Edinburgh (UK)
- Commonwealth of Learning (Canada)
- University of South Africa (South Africa)
- Botswana Open University (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)

Signature of MoUs

1) Signature of MoU with John Wiley and Sons and Launch of MSc Financial Analysis



OU signed a Memorandum of Understanding with the prestigious John Wiley and Sons (Wiley) on 19 July 2018 following which the MSc Financial Analysis was launched and a presentation on 'The Importance of Finance Professionals in Growing Economies', was carried out by Mr A Tayebi, Director of International Development from

Wiley. OU and Wiley collaborated to run the MSc Financial Analysis which is the only programme run in Mauritius that enables students to earn a high level master's degree in financial analysis while also getting ready for the Chartered Financial Analyst (CFA) Level 1 and Level 2 exams.

- 2) **L'Université D'Abomey-Calavi and the Open University of Mauritius** signed a Memorandum of Understanding on 25 November 2018.
- 3) **The Contribution Agreement between Commonwealth of Learning (COL) and the Open University of Mauritius** was signed on 6 December 2018.
- 4) **The Botswana Open University and the Open University of Mauritius** signed a Memorandum of Understanding on 17 December 2018.
- 5) **The Common Market for Western and Southern Africa (COMESA) and the Open University of Mauritius** signed a Memorandum of Understanding on 3 April 2019.
- 6) **Director Development Programme**



OU, in collaboration with Mauritius Institute of Directors (MloD), organised the MoU signature and launch of the Director Development Programme on 26 June 2019 at Labourdonnais Waterfront Hotel.

Collaboration with the Parent Ministry

Student Support Programme

The Student Support Programme (SSP) is an initiative of the Ministry of Education and Human Resources, Tertiary Education and Scientific Research in collaboration with the Open University of Mauritius (OU), Mauritius Institute of Education (MIE), and Mahatma Gandhi Institute (MGI). The

SSP has been developed with the assistance of the Government of India through the National Council of Educational Research and Training (NCERT). Students of Grades 7 to 9 are provided additional support freely through the SSP platform ssp.moe.mu.org.



Number of videos produced: **811 as at 30 June 2019**

Notes uploaded: **201 as at 30 June 2019**

1) Graphics, Publishing and Printing Services

Graphics, Publishing and Printing Unit also provides services to external customers as shown in **Table 11**.

Table 11: Graphics, Publishing and Printing Projects for External Customers

External Customers	Type of Work	Project	Quantity (Units)
Ministry of Education and Human Resources, Tertiary Education and Scientific Research	Brochure	World Hindi Conference	300
	Brochure	Higher Education	500
	Brochure	Free Education	400
	Brochure	Nine Year Schooling Grades 1, 5, 6 & 7	54,000
	Brochure	Additional Nine Year Schooling	900
	Card	School Calendar	500
	Poster	Student Support Programme	250
	Poster	School Calendar	1,000
	Programme (Closing)	World Hindi Conference	2,500
	Programme (Opening)	World Hindi Conference	4,000
Tertiary Education Commission	Programme	Research Week	500
University of Mauritius	Booklet	Annual Report	25
University of Technology, Mauritius	Booklet	Convocation Ceremony	725
	Certificates	Best Performing Students	36

Open University of Mauritius:

Research and Consultancy





Effective Research, Consultancy and Innovation is one of OU's strategic objectives. All academics at OU are given the opportunity to do research, present papers and publish their academic papers.

Externally Funded Research Project

Completion of a TEC-funded project entitled *"Empowering Girls towards making an Informed decision about the choice for an ICT-related career"* by OU academics in collaboration with Ceridian (August 2018 - June 2019).

Amount Received: Rs300,000

Consultancy Activities

The Examinations Unit conducted confidential selection examinations for external organisations.

Knowledge Diffusion

- a) Organised a lecture delivered by Professor Anthony Onwuegbuzie (Department of Educational Leadership at Sam Houston State University) on *“Doing your Literature Review”* at OU (5 October 2018).
- (b) A 3-day workshop on Research Integrity by UNISA expert was livestreamed on 3 and 27 May and 20 June 2019 at OU. Academics of OU and staff from other TEIs also participated in the workshop.

Paper Presentation at Conferences

- (a) Presentation of research papers by five academics of OU at the International Conference **8th Teacher Education and Interdisciplinary Research Conference (TEIR) 2018** in Drakensburg, South Africa organised by UNISA (9 -12 October 2018). Topics are given in **Table 12**.

Table 12: Papers Presented at the 8th Teacher Education and Interdisciplinary Research Conference (TEIR) 2018

Name of Academics	Title of Paper
Mr A Gokhool & Mrs K Ramsohok Heerasing	<i>The impact of technological tools in Open Distance Teaching (ODT): Case study of Open University of Mauritius (OU)</i>
Mrs S Nundoo-Ghoorah	<i>Bridging the qualifications gap: A case study of two students having accessed higher education through foundation courses at the Open University of Mauritius</i>
Mrs T Jutton & Dr T Luckho	<i>Investigating the disruptive factors which affect learners' retention in online and distance education</i>
Mrs V Gooria & Mr A Gokhool	<i>Private Facebook Groups: An emerging learning paradigm among ODL learners</i>
Mrs K Ramsohok-Heerasing	<i>Evolution of Open Distance Learning (ODL) at Open University of Mauritius (OU)</i>

- (b) Participation of OU staff and PhD Learners at the National Research Week organised by TEC: *“Preparing for the Future”*, at InterContinental Mauritius Resort, Balaclava. Ten papers were presented, (2-5 April 2019).

Table 13: Papers Presented by Staff and Learners of OU during the National Research Week 2019

Name	Title
Dr K S Sukon	<i>Masterclass on statistics 'Statistics: Errors to avoid'</i>
Mr Y Boodhun	<i>An articulated analysis of taxation and FDI attraction in Mauritius</i>
Mrs E Hanoomanjee	<i>Tertiary Education: Preparing for the future</i>
Mr M Sohoraye	<i>Switch off your Facebook, save the planet! Achieving sustainability through psychology in Mauritius</i>
Mr P Dussaya	<i>Investigating the application of the ISO 9001:2015 Standard in Post-secondary education institutions in Mauritius</i>
Mr V Sharma	<i>Influences of pesticides residue on attaining food security in Mauritius</i>
Mrs T Jutton	<i>Can Open and Distance Learning encourage more women to acquire higher education? A case study at OU</i>
	<i>Towards the materialization of SDG 5- Empowering more women to join the ICT sector</i>
Dr P Appavoo	<i>Will teleworking transform the working environment in Mauritius?</i>
Mr S Peerthum	<i>A content analysis of outcomes of corruption cases in the public sector from 2002 to 2018</i>
Ms M Lecoq-Bamboche	<i>Possession experiences lead to becoming a faith healer</i>

E-MIG 2019 Conference

OU once again partnered with the University of KwaZulu Natal (UKZN) South Africa, for the second edition of e-MIG 2019 which was held on 14-15 May 2019 on "Global Trends in Management, IT & Governance in an e-World – eMIG 2019", at InterContinental Resort, Balaclava.

The Chief Guest for the launch of the e-MIG 2019 conference was H E P Vyapoory, Ag President of the Republic of Mauritius. Besides a number of presentations on the latest research dealing

with current issues, four plenary sessions were organised on the following topics:

- Embracing the 4th Industrial Revolution: Emerging Trends in AI, Lots and Smart Cities
- The Future of Education in the Wake of Technology Integration: Feast of Fate?
- Towards Good Global Governance and Sustainable Development in the 21st Century
- Blockchain, Cryptocurrency and AI: the next digital storm?

The International Conference was approved by MQA and was widely covered by the press.



E-MIG 2019



A number of delegates from Africa presented their findings in a range of topics in the fields of Information Technology, Law, Management

and Governance. OU academics presented ten research papers in various fields as indicated in **Table 14**. The Conference was MQA approved.

Table 14: Papers Presented by OU Academic Staff for the E-MIG 2019 Conference

Name of Academics	Title of Papers Presented
1. Dr Jinot Belle	<i>The Headmaster in Mauritius: An instructional leader in promoting pupil achievement - A case study</i>
1. Mr Tomal Kumar Chadeea	<i>Developing a framework for the implementation of augmented reality in the pedagogy of the Open University</i>
1. Ms T Jutton 2. Mr P Appavoo 3. Dr T Luckho 4. Mrs R Doomun 5. Mr Y Boodhun & 6. Mr P Dookhun	<i>Empowering girls to embrace ICT as a career</i>

1. Dr T Luckho & 2. Mr G Henriette-Bolli	<i>Law as a Corporate Governance backbone: The case study of Mauritius</i>
1. Ms S Nundoo-Ghoorah	<i>An exploration of the use of ICT in the teaching and learning of academic writing</i>
1. Mr B Permall	<i>Investigating e-learners' perceptions and their relationship to satisfaction in an e-learning setting at the Open University of Mauritius</i>
1. Mrs S Samjawon-Neerbun	<i>Are we there yet? The popularity of WEB TV in Mauritius</i>
1. Mr M Sohoraye & 2. Mrs M Gungea	<i>Buy global but never local! Why local e-commerce websites are losing the battle against internet giants? A comparative analysis of services offered by Internet giants and local technopreneurs</i>
1. Mrs A Tirvassen	<i>A state-led quality management system in higher education at the national level: the case of public funded institutions in Mauritius</i>

Publications

Appavoo P (2018). Frameworks for ICT integration in Mathematics Education - A teacher's perspective. In publication process: *Eurasia Journal of Mathematics and Technology*.

Appavoo P (2018). Open and Distance Learning: An unavoidable pillar in the building of a knowledge society. *Progression: South African Journal for Open and Distance Learning Practice*.

Appavoo P, Soyjaudah K and Armoogum V (2018). Investigating Mathematics learning trajectories by comparison of grades at two major turning points. *Eurasia Journal of Mathematics, Science and Technology Education*, 14(4), pp.1263-1272.

Chadeea T and Prinsloo P (2019) Developing a framework for the implementation of augmented reality in the pedagogy of the Open University of Mauritius.

Sukon K S, Sannasse R V, Luckho T and Doomun R (2019). A guide to integrating employability in higher education institutions: The Commonwealth of Learning's Employability Model. An employability model has been piloted at the Open University of Mauritius. ISBN: 978-1-894975-96-4. Commonwealth of Learning.

Books/Book Chapters

Appavoo P, Sukon K S, Gokhool A C, Gooria V (2018) Technology affordances at the Open University of Mauritius. In: Anjana (eds), *Technology for Efficient Learner Support Services in Distance Education* (pp. 153-171). Springer, Singapore.

Open University of Mauritius:

Our People





The Director-General of OU is the Chief Executive and Chief Academic Officer of OU as per the Open University of Mauritius Act. He is assisted in his functions by two Directors, a Registrar, senior management and administrative officers as well as academics and non-academics/general staff

of the administrative, technical, financial, general services and minor/workmen's cadres.

Most of OU staff consists of employees of the ex-Mauritius College of the Air (MCA).

Staff Population of the Open University

For the financial year ending 30 June 19, OU had a total of 165 funded positions distributed as follows:

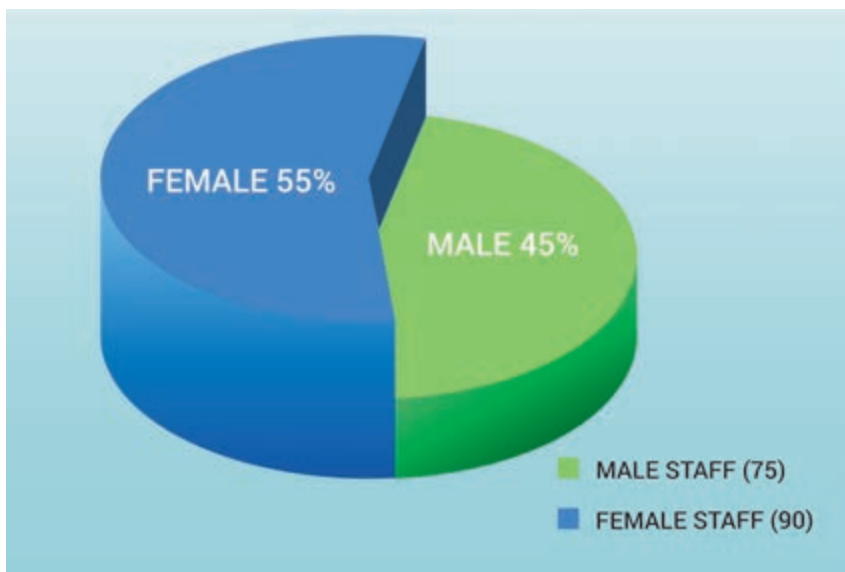
- ▶ 29 members of the Management Team;
- ▶ 23 Academic Staff;
- ▶ 37 Technical Staff; and
- ▶ 76 Administrative staff.

In addition, OU has also enlisted:

- Visiting Faculties under TEC scheme;
- Part-time Lecturers;
- Trainees in line with OU Policy and Government schemes; and
- Students from Tertiary Education Institutions under work based learning programmes.

The gender distribution of the staffing population of OU on a full-time basis is as follows:

Figure 2: Gender Distribution of OU Staff



The organisation's structure as per OU Act is at **Annex 4**.

Part-time Tutorial Support to Our Learners

OU enlists the services of part-time tutors to provide tutorial support to our learners.

For the semester July 2018:	256 part-time tutors (excluding dissertation supervisors) were appointed by OU.
For the semester January 2019:	275 part-time tutors (excluding dissertation supervisors) were appointed by OU. Skype sessions were also organised for students in Rodrigues.

Visiting Faculties

OU has also enlisted two visiting scholars under TEC scheme for one year, namely Dr Myriam Blin since November 2018 to devise a learning and teaching strategy which will be implemented by the OU and Dr Jessica Auerbach, since November 2018, to conduct research on Interculturality with the aim of launching a journal on Intercultural Studies.

Internal Appointments/ Promotion

The following vacant posts were filled from internal candidates:

- Administrative Officer;
- Examinations Officer;
- Quality Assurance Officer;
- Senior Financial Operations Officer; and
- Financial Operations Officer.

External Appointments

The following vacant posts were also filled by external candidates:

- Director (Academic Affairs) (on contract);
- Accountant;
- Examinations Officer; and
- Administrative Officer.

Retirements

Two officers retired from the service during the period under review:

- One Senior/Head Office Attendant; and
- One Administrative Officer.

Capacity Building

Talk on Artificial Intelligence

Resignations

Four officers resigned from the service during the period under review:

- One Systems Analyst/Senior Systems Analyst;
- One Examinations Officer; and
- Two Clerk/Word Processing Operators.

Obituary

Two officers passed away during the period under review:

- One Office Attendant; and
- One Graphics Artist.



A Talk on Artificial Intelligence (AI) was delivered by Prof Pierre Brunswick, CEO of Neuromem Technologies (Singapore) on 22 November 2018 at OU. The presentation demystified the uses of

AI and demonstrated the pervasiveness of AI in various technologies of everyday life, at different levels of sophistication. Several guests from external institutions attended the event.



The Commonwealth of Learning, in collaboration with OU, organised a workshop entitled *“An Introduction to Connected Learning and Blockchain Certification for Commonwealth States in Sub-Saharan Africa”* held at OU from 30 July 2018 to 1 August 2018.

A literary event on *“Modern Trends and Directions”* co-hosted by the Open University and the President’s Fund for Creative Writing was held at OU on 20 September 2018.

The Proximity BPDO in collaboration with OU organised a career fair on 19 October 2018.

The Commonwealth of Learning, in collaboration with OU, organised a workshop on Employability Skills, entitled *‘ICT Curriculum at the Open University’*

on 11 December 2018 and on 7 May 2019.

The workshop on *“The Golden Spiral of Lifelong Learning”* by Professor I G P Gous was held at OU on 6 February 2019.

The Seminar on Africa Digital Exchange (AFDEX) was organised at OU on 6 March 2019.

OU became a member of the Advanced Higher Education, UK as from April 2019 for a period of three years.

The workshop on *‘Open Distance Learning and Teaching European Credit Transfer System (ECTS)’* was organised by Dr M Blin, held at OU from March to May 2019.

National Productivity and Competitiveness Council (NPCC), in collaboration with OU, organised practical sessions for Innovative Enterprise Development at OU on 12 and 26 April and 10 and 17 May 2019.

The Commonwealth Higher Education Consortium for Youth Work in collaboration with OU and the University of Mauritius organised a 'Train the Trainer' workshop to provide guidance and initial support in the delivery of the Commonwealth Youth Work degree held at OU from 2 to 4 May 2019.

OU, in collaboration with the Commonwealth of Learning, Vancouver, Canada, has developed a MOOC (Massive Open Online Course) on Introduction to Sustainable Development in Business so as to provide enhanced capacity for

sustainable development in a massive and rapid manner using MOOCs Platform. It started on 31 May 2019.

The workshop on Commonwealth of Learning Massive Open Online Course Blockchain was held at OU on 24 May 2019.

OU, in collaboration with the University of KwaZulu Natal (UKZN), Durban, organised the multidisciplinary conference on "Management, IT and Governance in an e-World" (e-MIG 2019) held at the InterContinental Hotel, Balaclava on 14 and 15 May 2019.

A benchmarking visit by Botswana Open University was conducted at OU from 22 to 23 May 2019. The aim of the visit was for the BOU to learn from the experience of OU.

Attendance of Academics at Workshops/Trainings/Courses/Seminars

Academic Affairs

Professor R V Sannasse, *Director Academic Affairs* participated in the following:

- Research Capacity workshop by Clarivate Analytics in collaboration with the Tertiary Education Commission and OU, on 12 September 2018 in the Lecture Theatre of OU; and
- Thematic Workshops-National Skills Development Strategy (NSDS) 2019-2023, on 30 November 2018 at the HRDC Lecture Theatre, Cybercity, Ebène

Mrs A Tirvassen, *Senior Lecturer* participated in the following:

- Workshop in Quality Assurance in Higher Education held at Hilton Hotel, Wolmar, Flic En Flac on 27 August 2018; and
- One-day workshop of the Grand Challenges for the Republic of Mauritius held on 9 October 2018 at the Cyber Tower 1, Ebène Cybercity.

Mrs S Nundoo-Ghoorah, *Senior Lecturer* participated in the following:

- Training programme on Leadership & Strategic Management organised by the Civil Service College, Mauritius and held at Atom House, Port Louis, on 31 July and 2 August 2018; Participatory Approach in Policy Development (Societal Dialogue), on 23 and 24 August 2018 at Palms Hotel, Quatre Bornes; and
- Research Capacity workshop by Clarivate Analytics in collaboration with the Tertiary Education Commission and OU, on 12 September 2018 in the Lecture Theatre of OU.

Mr A Gokhool, *Lecturer* participated in the following:

- Certified Digital Marketing Professional Course held on 13 June to 3 October 2018 (sixteen Wednesdays) at Doracrea Ltd; and
- FinTech-Blockchain-GDPR workshop, on 19 October 2018 at Voilà Bagatelle

Mrs K Ramsohok-Heerasing, *Lecturer* participated in the following:

- One-day seminar on The Role of Leadership in Organisational Integrity, on 10 September 2018;
- Research Capacity workshop by Clarivate Analytics in collaboration with the Tertiary Education Commission and OU, on 12 September 2018 in the Lecture Theatre of OU;
- World AI Show 2018 & World Blockchain Summit 2018, on 28, 29 and 30 November 2018, at InterContinental Mauritius Resort Balaclava Fort;
- One-day Conference on “Building Linkages for Financial Markets in Africa” organised by Financial Services Commission on 15 March 2019; and
- Global Opportunities in a Mature Economic Cycle by Pieter Fourie, CFA, Head of Global Equities, Sanlam Investments UK held at Voilà Bagatelle on 7 May 2019

Mrs T Jutton-Seebarrun, *Lecturer* participated in the following:

- FinTech and GDPR Digital Transformation Workshop on 19 October 2018 at Voilà Hotel Bagatelle;
- Conference on “Digital Empowerment - Access to Information and Communication Technologies (ICTs) for Persons with Disabilities”, on 10 November 2018 at Rajiv Gandhi Science Centre, Bell Village, Mauritius; and
- Workshop on Participation of Girls and Women in STEM in Mauritius, on 19 Feb 2019 held at Mauritius Research Council.

Mr B Permall, *Lecturer* participated in the

- Validation Workshop on National Assessment of Health Systems Challenges and Opportunities for Better NCD Outcomes, at Le Méridien Hotel, Pointe Aux Piments on 2 October 2018.

Mr M Sohoraye, *Lecturer* participated in the

- Seminar on Tourism Demand for the Length of Stay in Mauritius: Socio-Economic Status and Psychological Development, on 19 July 2018 at MRC.

Mr T K Chadeea, *Lecturer* participated in the following:

- Training Programme on Customer Service Excellence organised by the Civil Service College Mauritius, on 8 and 10 October 2018 at Fooks House Bourbon Street, Port Louis;
- Brainstorming Session UOM-Industry Cluster in IT and Digital Technologies on 22 October 2018, Senate Room, Academic Tower Building, UOM;
- SIL Digital Day-Intelligent Applications for Digital Transformation, on 26 October 2018, at Muzika, Bagatelle Mall of Mauritius; and
- Workshop on Fascination with Systems Engineering, on 29 November 2018, at Maritim Crystals Beach Hotel, Belle Mare.

Mr Y Boodhun, *Lecturer* participated in the following:

- Training Programme on Customer Service Excellence organised by the Civil Service College Mauritius, on 8 and 10 October 2018 at Fooks House, Bourbon Street, Port Louis; and
- Conference on Film Financing on 19 October 2018 at the Amphitheatre of the SVICC, Les Pailles.

Dr T Luckho, *Lecturer* participated in the

- Training Programme on Customer Service Excellence, on 8 and 10 October 2018 at Fooks House, Bourbon Street, Port Louis.

Mr D G Henriette-Bolli, *Lecturer* participated in the following:

- Training Programme on Customer Service Excellence organised by the Civil Service College Mauritius, on 8 and 10 October 2018 at Fooks House, Bourbon Street, Port Louis;
- Workshop: The role of the Intellectual Property and Innovation in the ICT Sector, on 25 October 2018 at the Conference Hall, Cyber Tower 1, Ebène;
- National Human Rights Commission Workshop on Human Rights Day on 10 December 2018 at Gymkhana Club, Vacoas;
- Workshop on European Union Funded Project - Promotion of Respect for Human Rights in Mauritius and Rodrigues on 15 March 2019 at R Burrenchobay Lecture Theatre, UOM; and
- Workshop in Higher Education held at Westin Turtle Bay Resort & Spa, Balaclava, on 30 August 2019.

Mrs R Doomun, *Lecturer*, participated in the following:

- Seminar on A Mass Media Communication System Using Mobile Voice Technology for Information Dissemination during Disaster Situations in Mauritius on 12 September 2018;
- Workshop: The role of the Intellectual Property and Innovation in the ICT Sector, on 25 October 2018 at Conference Hall, Cyber Tower 1, Ebène;
- Professional Talk on Artificial Intelligence & Ethics, on 29 October 2018, at Amity Global Business School;
- Workshop on Fascination with Systems Engineering, on 29 November 2018, at Maritim Crystals Beach Hotel, Belle Mare;
- Thematic Workshops-National Skills Development Strategy (NSDS) 2019-2023, on 27 and 30 November 2018 at HRDC Lecture Theatre, NG Tower, Cybercity, Ebène;
- Training in Blockchain Technology held from 11 to 15 February 2019; and
- Cyber Drill Workshop for Critical Sectors from 24 to 25 April 2019 at Palms Hotel, Quatre Bornes.

Dr A Jugmohun, *Technical Officer/Senior Technical Officer*, participated in the

- Workshop on Innovation in Higher Education held on 1 October 2018 at Royal Gardens, Beau Bassin.

Open School Division

Mr I Seetaramadoo, *Director Open School*, participated in the following:

- Thematic Workshops-National Skills Development Strategy (NSDS) 2018-2022-Labour Market Skills Needs held on 26 June and 3 July 2018 at HRDC;
- Workshop in Quality Assurance in Higher Education held at Hilton Hotel, Wolmar, Flic En Flac on 27 August 2018;
- Research Capacity workshop by Clarivate Analytics in collaboration with the Tertiary Education Commission and OU, on 12 September 2018 in the Lecture Theatre of OU;
- Workshop on Innovation in Higher Education held on 1 October 2018 at Royal Gardens, Beau Bassin; and
- National Skills Development Strategy 2019-2023 CNSDS-Validation Workshop, on 4 June 2019 at Shri Atal Bihari Vajpayee Tower, Cyber Tower 1, Ébène.

Miss M Li Yin, *Senior Academic Media Coordinator*, participated in the

- Workshop on Youth Employment and Women's Economic Empowerment in Africa: The role of SMEs in the Tourism Sector of Mauritius, funded by IRDC Canada held on 30 March 2018 in Conference Room, Flying Dodo, Bagatelle.

Mrs F B Ketwaroo, *Academic Media Coordinator*, participated in the

- Training programme on Leadership & Strategic Management organised by the Civil Service College Mauritius held at Atom House, Royal Street, Port Louis on 31 July and 2 August 2018.

Research, Consultancy and Innovation Unit

Dr P Appavoo, *Senior Academic Media Coordinator*, participated in the

- Research Capacity workshop by Clarivate Analytics in collaboration with the Tertiary Education Commission and OU, on 12 September 2018 in the Lecture Theatre of OU.

Attendance of Non-Academic/General Staff at Workshops/Trainings/Courses/Seminars

Learner Support

Mrs K Lucknauth, *Administrative Officer*, participated in the following:

- Southern African Development Community (SADC) Qualifications Framework Alignment Workshop, on 20 September 2018, at Landscape Conference Hall A, Cyber Tower 1, Ebène; and
- Training Programme on Customer Service Excellence organised by the Civil Service College Mauritius, on 8 and 10 October 2018 at Fooks House, Bourbon Street, Port Louis.

Mr M Hosany, *Office Management Assistant*, participated in the

- Training on Writing Effective Minutes of Meeting organised by the Civil Service College, Mauritius at Atom House, Port Louis on 14 and 16 August 2018.

Mrs C Jeetoo, *Confidential Secretary*, participated in the following:

- Advanced Secretarial Course for Confidential Secretaries organised by the Civil Service College, Mauritius in collaboration with OU in 2018; and
- Workshop on Communication & Overview of Public Sector Management organised by the Civil Service College Mauritius, on 21 November 2018, at Fooks House, Bourbon Street, Port Louis.

Mrs B N Hosenally, *Management Support Officer*, participated in the

- Training Programme on Registry Procedures organised by the Civil Service College Mauritius on 29 November & 6 December 2018 held at Fooks House, Bourbon Street, Port Louis.

Admissions Unit

Mrs D Mohangoo-Runjeet, *Administrative Officer*, participated in the

- Training Programme on Customer Service Excellence organised by the Civil Service College, Mauritius, on 8 and 10 October 2018 at Fooks House, Bourbon Street, Port Louis.

Mrs R Nundloul, *Management Support Officer*, participated in the

- Training on Mastering Telephone Skills organised by the Civil Service College, Mauritius held on 7 & 16 May 2019 at OU.

Administrative Support Staff to Audio-Video Production, Engineering and Technology Services, Research Unit and Open School Division

Mrs A Ramkhalawon, *Administrative Officer*, participated in the

- Seminar on Occupational Safety and Health for Employers/Employees in the Parastatal Organisations organised by the Ministry of Labour from 19 to 20 March 2019 at Occupational Safety and Health Training and Information Centre, Victoria House, Port Louis.

Mr S D Ramkissoo, *Office Management Assistant*, participated in the following:

- Advanced Secretarial Course in Effective Office Management and Supervision (OMA) organised by the Civil Service College, Mauritius in collaboration with OU in 2018 at OU Curepipe Campus; and
- Training on Effective Communication & Interpersonal Skills organised by the Civil Service College, Mauritius and held at Atom House, Port -Louis on 7 and 10 August 2018.

Mrs R Hosany, *Office Management Assistant*, participated in the

- Training on Effective Communication & Interpersonal Skills organised by the Civil Service College, Mauritius and held at Atom House, Port Louis on 7 and 10 August 2018.

Mrs D Veeriah, *Confidential Secretary*, participated in the following:

- Advanced Secretarial Course for Confidential Secretaries organised by the Civil Service College, Mauritius in collaboration with OU in 2018; and
- Workshop on Communication & Overview of Public Sector Management organised by Civil Service College Mauritius, on 21 November 2018, at Fooks House, Bourbon Street, Port Louis.

Examinations Unit

Mrs V Veerabudren, *Deputy Registrar*, participated in the

- Workshop on Innovation in Higher Education held on 1 October 2018 at Royal Gardens, Beau Bassin.

Mrs H Ruggoo, *Examinations Officer*, participated in the

- Training on Writing Effective Minutes of Meeting organised by the Civil Service College, Mauritius and held at Atom House, Port Louis on 14 and 16 August 2018.

Mrs A Lallbahadoor, *Administrative Officer*, participated in the

- Training Programme on Customer Service Excellence organised by the Civil Service College, Mauritius, on 8 and 10 October 2018 at Fooks House, Bourbon Street, Port Louis.

Mrs F B Hosany, *Confidential Secretary*, participated in the

- Training on Effective Communication & Interpersonal Skills organised by the Civil Service College, Mauritius and held at Atom House, Port-Louis on 7 and 10 August 2018.

Mrs Ravat A M N L N, *Confidential Secretary*, participated in the following :

- Advanced Secretarial Course for Confidential Secretaries organised by the Civil Service College, Mauritius in collaboration with OU in 2018; and
- Workshop on Communication & Overview of Public Sector Management, organised by the Civil Service College, Mauritius on 21 November 2018, at Fooks House, Bourbon Street, Port Louis.

Administration Division

Mrs S Gopee, *Registrar*, participated in the

- Workshop on Innovation in Higher Education held on 1 October 2018 at Royal Gardens, Beau-Bassin.

Management

Mrs S Booneady, *Office Management Assistant*, participated in the following:

- Training on Writing Effective Minutes of Meeting organised by the Civil Service College, Mauritius and held at Atom House, Port Louis on 14 and 16 August 2018; and
- Strategic Skills for Procurement Practitioners, held at Mauritian Management Association from 12 February to 7 May 2019.

General Administration Unit

Mrs S Ramkissoon, *Management Support Officer*, participated in the

- Training on Effective Communication & Interpersonal Skills organised by the Civil Service College, Mauritius and held at Atom House, Port Louis on 7 and 10 August 2018.

Marketing and Public Relations Unit

Mr J Beesoon, *Marketing & Development Officer*, participated in the following:

- Certified Digital Marketing Professional Course held from 13 June to 3 October 2018 (sixteen Wednesdays) held at Doracrea Ltd; and
- FinTech-Blockchain-GDPR Workshop, on 19 October 2018 at Voilà Bagatelle.

Mrs K Sanassee, *Office Management Assistant*, participated in the

- Advanced Secretarial Course in Effective Office Management and Supervision (OMA) organised by the Civil Service College, Mauritius in collaboration with OU in 2018.

Mrs Z B Mahamadally, *Management Support Officer*, participated in the

- Training Programme on Registry Procedures organised by the Civil Service College, Mauritius, on 29 November and 6 December 2018 held at Fooks House, Bourbon Street, Port Louis.

HR Unit

Ms M Gokhul, *Administrative Officer*, participated in the following:

- Training programme on Leadership & Strategic Management organised by the Civil Service College, Mauritius at Atom House, Port Louis on 31 July and 2 August 2018;
- Seminar on Occupational Safety and Health for Employers/Employees in Parastatal Organisations organised by Ministry of Labour from 11 to 12 September 2018 held at Occupational Safety and Health Training and Information Centre, Victoria House, Port Louis; and
- 2nd Pan-Commonwealth Training Programme on Women and Leadership in ODL held at the Wawasan Open University, Penang, Malaysia from 26 to 28 April 2019 organised by the Commonwealth of Learning/Wawasan Open University.

Mrs C Raghoonundon-Mohurun, *Administrative Officer*, participated in the

- Workshop on Enabling Strategic HR Capabilities in Parastatals based on TaMIS 2.0 organised by SIL, on 30 April 2019 at Trianon Convention Centre.

Mrs S Maunick, *Office Management Assistant*, participated in the

- Training on Writing Effective Minutes of Meeting organised by the Civil Service College, Mauritius and held at Atom House, Port Louis on 14 and 16 August 2018.

Mrs D Natoo, *Management Support Officer*, participated in the

- Training Programme on Registry Procedures organised by the Civil Service College, Mauritius on 29 November and 6 December 2018 held at Fooks House, Bourbon Street, Port Louis.

Mrs S Nuckecheddy, *Management Support Officer*, participated in the

- Training on Effective Communication & Interpersonal Skills organised by the Civil Service College, Mauritius and held at Atom House, Port Louis on 7 and 10 August 2018.

ICT Unit

Mr A Beekharry, *Systems Analyst/Senior Systems Analyst*, participated in the

- Video Conferencing Event on 14 November 2018 at Mauritius Telecom, Ébène.

Mr R Bundhooa, *Management Support Officer*, participated in the

- Training Programme on Registry Procedures organised by the Civil Service College, Mauritius on 29 November and 6 December 2018 held at Fooks House, Bourbon Street, Port Louis.

Quality Assurance Team

Mr V Patten, *Head Graphics, Publishing and Printing & Leader Quality Assurance Team*, participated in the following:

- Workshop in Quality Assurance in Higher Education held at Hilton Hotel, Wolmar, Flic En Flac on 27 August 2018;
- Workshop on Innovation in Higher Education held on 1 October 2018 at Royal Gardens, Beau Bassin;
- Workshop on "Train the Trainers on Quality Assurance for Teacher and Professional Development", Tanzania, from 27 to 29 March 2019 organised by the ACDE Secretariat/Commonwealth of Learning; and
- Workshop for the CommUnity of Practice for Quality Assurance in ODL, Johannesburg, South Africa, from 28 to 29 June 2019, organised by Commonwealth of Learning.

Mrs M Chadee, *Quality Assurance Officer*, participated in the

- Workshop in Quality Assurance in Higher Education held at Hilton Hotel, Wolmar, Flic En Flac on 27 August 2018.

Graphics, Publishing and Printing Unit

Miss B Rughoo, *Copy Editor*, participated in the

- Training on Effective Communication & Interpersonal Skills organised by the Civil Service College, Mauritius, Port-Louis on 7 and 10 August 2018.

Student Affairs Unit

Mrs H Atawoo, *Graphics Artist*, participated in the following:

- Course on Digital Marketing Masterclass held from 12 July to 12 November 2018 at Doracrea Ltd; and
- FinTech-Blockchain-GDPR workshop, on 19 October 2018 at Voilà Bagatelle

Mrs N Hurry, *Assistant Documentation Officer*, participated in the

- Training on Effective Communication & Interpersonal Skills organised by the Civil Service College, Mauritius and held at Atom House, Port Louis on 7 and 10 August 2018.

Engineering and Technology Services Unit

Mr M Lallbahadoor, *Senior Technical Executive*, participated in the

- Video Conferencing Event on 14 November 2018 at Mauritius Telecom, Ébène.

Mr B A Ramseebaluck, *Technical Executive*, participated in the

- Establishment of a National Grid Code and Development of Standards, Funding and Incentive Strategy for Renewable Energy, on 9 May 2019 at the Ravenala Attitude Hotel, Balaclava.

Mr N Dussaye, *Technician*, participated in the

- Training under the ITEC/SCAAP Programme for year 2018/2019- Advanced Certificate Course on Educational Media Production for E-Learning from 22 August to 16 October 2018 at the National Institute of Technical Teachers Training and Research, Chennai, India.

Mrs S Teelanah, *Office Management Assistant*, participated in the

- Training on Writing Effective Minutes of Meeting organised by the Civil Service College, Mauritius and held at Atom House, Port Louis on 14 and 16 August 2018.

Library Services

Ms Pitt Fong Ah Fat, *Head Library Services*, participated in the

- Research Capacity workshop by Clarivate Analytics in collaboration with the Tertiary Education Commission and OU, on 12 September 2018 in the Lecture Theatre of OU.

Finance Division

Mr S Nunkoo, *Financial Controller*, participated in the following:

- Workshop on Enabling Strategic HR Capabilities in Parastatals based on TaMIS 2.0, on 30 April 2019 at Trianon Convention Centre, Trianon; and
- 2-day Workshop: IPSAS Refresher-Practical Implementation, on 7 & 8 May 2019 at Gold Crest, Quatre Bornes.

Mrs L V Lutchmun, *Confidential Secretary*, participated in the following:

- Advanced Secretarial Course for Confidential Secretaries organised by the Civil Service College, Mauritius in collaboration with OU in 2018; and
- Workshop on Communication & Overview of Public Sector Management organised by the Civil Service College, Mauritius, on 21 November 2018, at Fooks House, Bourbon Street, Port Louis.

Procurement and Stores Unit

Mr P S Arlanda, *Senior Procurement & Supply Officer*, participated in the

- Video Conferencing Event on 14 November 2018 at Mauritius Telecom, Ebène.

Mr V Thanthonee, *Purchasing & Supply Officer*, participated in the

- Training on Strategic Skills for Procurement Practitioners, held at Mauritian Management Association from 31 July 2018 to 30 October 2018.

Mrs V Rangan, *Management Support Officer*, participated in the

- Training on Strategic Skills for Procurement Practitioners, held at Mauritian Management Association from 31 July 2018 to 30 October 2018.

Mrs H K Pillay, *Management Support Officer*, participated in the

- Training on Strategic Skills for Procurement Practitioners, held at Mauritian Management Association from 12 February to 7 May 2019.

Internal Audit Unit

Mrs P Ramdoo-Sadien, *Internal Auditor/Senior Internal Auditor*, participated in the

- Workshop on Fundamentals of Risk Management organised by W. Consulting and ACCA Mauritius held at Hennessy Park Hotel, Ebène on 29 and 30 August 2018.

In-House Training

In-House Training on Mastering Telephone Skills

An in-house training on Mastering Telephone Skills was organised by the Civil Service College, Mauritius held on 7 & 16 May 2019 at OU for the University's MSOs, C/WPOs and Receptionist/Telephone Operators.

Workshop for Tutors on "How to Use E-Learn Platform"

Tutors were given training at two sessions on how to use different tools to upload learning materials and interact with their learners.

Date	No. of Tutors Attended
31 July, 1 - 2 August 2018	31
20 and 22 March 2019	37

Training on Turnitin

A video conference with Eiffel Corp for Instructors on Turnitin was held on 6 July 2018.

Award Ceremonies for Internal Staff

In collaboration with Management, an award ceremony was organised on 20 February 2019 to hand over attendance certificates to 52 internal staff/participants in Quality Assurance training conducted by a Consultant from Commonwealth of Learning.

Moreover, certificates of attendance for participation in ISO 9001:2015 training were also issued to 33 participants in June 2019.

Open University of Mauritius:

Corporate Governance Report





Compliance Statement

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

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.

Throughout the year that ended on 30 June 2019, to the best of the Board's knowledge, OU has complied with the Corporate Governance Code for Mauritius (2016). The University has applied the principles set out in the Code and explained how these principles had been applied.

Governance Structure

The Open University of Mauritius is a corporate body set up under the *Open University Act No. 2 of 2010*.

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.

Functions and Powers of the Board

Part III Section 10 of *Open University of Mauritius Act No. 2 of 2010* stipulates the terms of reference of the OU Board as given hereunder:

The Board shall be 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 under subsection (1).

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

Code of Ethics

The Code of Ethics of OU as approved by the Board is given at **Annex 3**.

Code of Ethics is a written set of codes issued by OU, to its employees and stakeholders to help them conduct their actions in accordance with the University's primary values and ethical standards.

OU is committed to the highest standards of ethical conduct in all its activities and the OU community has the responsibility to act ethically and in accordance with this Code of Ethics.

Job Descriptions

The duties of the Chairperson, the Director-General, and the Registrar are outlined in the *Open University of Mauritius Act No. 2 of 2010*, and reproduced hereunder:

Chairperson of 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.

Director-General

The Director-General shall –

- (a) Be the chief academic and executive officer of the Open University;
- (b) Hold office for a period of 5 years, renewable for further periods of 3 years and on such terms and conditions as the Board may determine;
- (c) In the absence of the Chairperson, preside at

- a Convocation and confer degrees, diplomas or other academic qualifications upon persons entitled to receive them;
- (d) Exercise control over the affairs of the Open University; and
- (e) Ensure the faithful observance of the provisions of this Act, the Statutes and the rules and regulations.

Registrar

The duties of the Registrar shall be to –

- (a) Act as Secretary to the Board and the Academic Council, and to keep minutes;
- (b) Be the custodian of the records, the common seal, and such other property of the Open University as the Board shall commit to his charge;
- (c) Arrange for the conduct of examinations;
- (d) Issue any advice convening meetings of the

- Board, the Human Resource Committee, the Academic Council, Boards of Examiners and of any committees appointed by the Open University;
- (e) Conduct the official correspondence of the Board and the Academic Council; and
- (f) Perform such other duties as may be specified in the Statutes or the Regulations or may be required from time to time by the Board or the Director-General.

Organisational Chart

OU's Organisational Chart is at **Annex 4**.

The aims and objectives of each division and major Units are documented and same is posted on OU's Website.

The Structure of the Board and Its Committees

Composition of the Board

The Board is constituted as follows:

Table 15: Composition of the Board

SN	Name of Directors	Board Appointments as per Open University of Mauritius Act	Classification of Membership as per the Code of Corporate Governance
1.	Mr R Duva Pentiah , CSK Chairperson	Appointed by the Prime Minister	Independent and non-executive Chairperson
2.	Dr K S Sukon Director-General	Appointed by the Prime Minister on advice of Minister of Education and Human Resources, Tertiary Education and Scientific Research	Executive Director
3.	Mr R P Ramlugun (until 15 March 2019)	Appointed by Minister of Education and Human Resources, Tertiary Education and Scientific Research	Non-Executive Director
	Mr M Varaden (16-30 March 2019)		Non-Executive Director
	Mr S Ragen (w.e.f. April 2019)		Non-Executive Director
4.	Mrs S Gayan , GOSK		Non-Executive Director
5.	Mr P Ramsurrun		Non-Executive Director
6.	Mrs R D Rampersad		Non-Executive Director
7.	Mr J Ramdenee		Non-Executive Director
8.	Mr J Malié		Non-Executive Director
9.	Mr M Sohoraye (until October 2018)	Elected by and from the academic staff	Non-Executive and Non-Independent Director
	Mrs K Ramsohok-Heerasing (w.e.f. November 2018)		Non-Executive and Non-Independent Director

10.	Mrs P Ramdoo-Sadien (until October 2018)	Elected by and from the general staff	Non-Executive and Non-Independent Director
	Mr V S Patten (w.e.f. November 2018)		Non-Executive and Non-Independent Director
11.	Mrs S L D Gopee	Registrar and Secretary	Secretary to the Board of Directors

Remuneration of Board Members

As the conditions of service and salaries of staff of OU is governed by the Pay Research Bureau (PRB) Regulations, the remuneration of Board members is also determined using the rates stipulated in the *PRB Report 2016*.

During the period under review, the Chairperson of OU drew a monthly fee of Rs29,925, in line with the recommendations of *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*.

Table 16: Attendance and Remuneration at Board Meetings

Membership	Name/Position	Attendance for the period from July 2018 to June 2019 (Total out of 12 meetings)	Remuneration received during the period from July 2018 to June 2019 (Rs)
Chairperson	Mr R Duva Pentiah , CSK	12	2,760 (transport allowance only)
2 Executive Heads of local public tertiary education institutions having developed partnerships with the Open University	Mrs S Gayan , GOSK Director-General, Mahatma Gandhi Institute/ Rabindranath Tagore Institute	3	3,360
	Mr P Ramsurrun Ag Registrar, <i>Université des Mascareignes</i>	11	12,320
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	10	11,200
	Mr J Malié Former Rector, St Esprit College	11	12,320

1 person from the private sector and shall have substantial industrial experience	Mr J Ramdenee Managing Director, Trio Contracting Ltd and Director of JRS Integrated Farms Limited	2	2,240
1 person from the public sector	Mr R P Ramlugun Senior Chief Executive, Ministry of Education & Human Resources, Tertiary Education & Scientific Research	7 <i>(Acted as Chairperson for 1) Board during the absence of Mr R Duva Pentiah)</i>	6,950
	Mr M Varaden <i>(16-30 March 2019)</i> Deputy Permanent Secretary, Ministry of Education & Human Resources, Tertiary Education & Scientific Research	1	1,120
	Mr S Ragen <i>(w.e.f. April 2019)</i> Senior Chief Executive, Ministry of Education & Human Resources, Tertiary Education & Scientific Research	2	2,240
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 <i>(until October 2018)</i> , Open University of Mauritius	4	3,560
	Mrs K Ramsohok-Heerasing <i>(w.e.f. November 2018)</i> Lecturer, Open University of Mauritius	7	6,230
1 person elected by and from the general staff	Mrs P Ramdoo-Sadien Internal Auditor/Senior Internal Auditor <i>(until October 2018)</i> , Open University of Mauritius	6	5,340

	Mr V S Patten (w.e.f. November 2018) Head, Graphics, Publishing & Printing, Open University of Mauritius	6	5,340
The Director- General	Dr K S Sukon Open University of Mauritius	12	10,680

Appointment of Board Members

Part III, Section 9 of the *Open University Act* stipulates the composition and mode of appointment of Board Members, as quoted below:

"There shall be a Board which shall consist of

- (a) a Chairperson, to be appointed by the Prime Minister;*
- (b) 7 persons to be appointed by the Minister, out of whom -*
 - (i) 2 shall be executive heads of local public tertiary education institutions having developed partnerships with the Open University;*
 - (ii) 2 shall have substantial knowledge and experience of tertiary education and open and distance learning;*
 - (iii) one person shall be from the private sector and shall have substantial industrial experience;*
 - (iv) one person shall be from the public sector;*
 - (v) one person shall be from civil society and engaged in community service;*
- (c) a person who shall be elected by and from the academic staff;*
- (d) a person who shall be elected by and from the general staff; and*
- (e) the Director-General."*

The Director-General, appointed by the Prime Minister on the recommendation of the Minister, is the Chief Executive and Academic Officer of the Open University.

Part V Section 18 of the *Open University Act No. 2 of 2010* stipulates the mode of appointment of the Director-General and is quoted below:

"There shall be a Director-General of the Open University who shall –

- (a) be appointed by the Prime Minister on the recommendation of the Minister;*
- (b) be the chief executive and academic officer of the Open University; and*

(c) hold office on such terms and conditions as may be specified in the Statutes."

The procedure for the appointment of the Registrar is specified in the statutes.

Tenure of Office of Members of Board

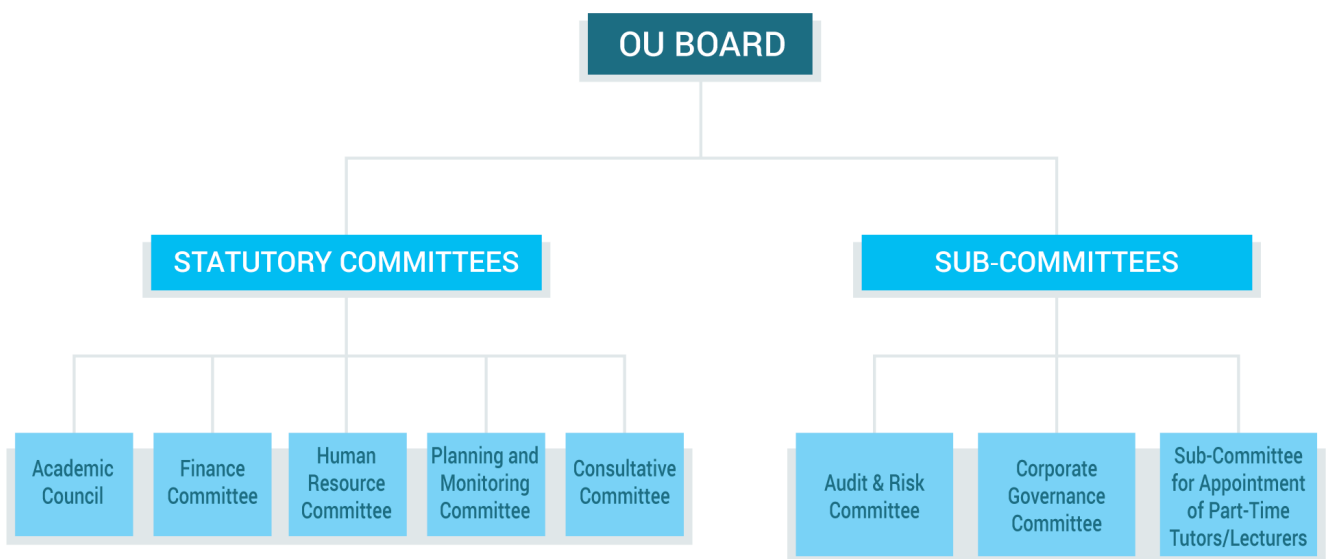
Every appointed or elected member of the Board shall hold office for a term of 3 years.

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

Vacancy in the Board Composition

There is currently one vacancy among appointed Board members which is "One person shall be from civil society and engaged in community service".

Necessary action has been initiated to fill the vacancy.



Board Committees

The *Open University Act* makes provision for the setting up of the following Statutory committees to assist the OU Board 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 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 discuss and have in-depth deliberations before submitting their recommendations to the Board for consideration. Each Chair presents their papers and reports on proceedings of their committees at the subsequent Board Meeting.

1. FINANCE COMMITTEE

COMPOSITION

Chairperson:

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

Members:

- Dr K S Sukon, Director-General, Open University of Mauritius
- 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
- Mr R Rumzan, Manager, Financial Operations, Ministry of Education & Human Resources, Tertiary Education & Scientific Research **(as Co-opted Member)**

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

- The financial position of the Open University from time to time;
- All other matters relating to finance; and
- Such other matters on which it may be requested by the Board to report.

Table 17: Attendance and Remuneration at Finance Committee

Membership	Name/Position	Attendance for the period from July 2018 to June 2019 (Total out of 9 meetings)	Remuneration received during the period from July 2018 to June 2019 (Rs)
Chairperson	Mr P Ramsurrun Ag Registrar, <i>Université des Mascareignes</i>	8	17,800

Member	Mrs R Rampersad Educational Technologist, University of Mauritius	6	6,720
Member	Mr J Malié Former Rector, St Esprit College	8 <i>Acted as Chairperson for 1 meeting of the Finance Committee during the absence of Mr P Ramsurrun)</i>	10,065
Member	Mr J Ramdenee Managing Director, Trio Contracting Ltd and Director of JRS Integrated Farms Limited	1	1,120
Member	Dr K S Sukon Director-General, Open University of Mauritius	8	7,120
	Dr R V Sannasee Director, Academic Affairs, Open University of Mauritius <i>(Attended a meeting in the absence of Dr Sukon)</i>	1	890
Co-opted Member	Mr R Rumzan Manager, Financial Operations, Ministry of Education & Human Resources, Tertiary Education & Scientific Research	9	10,080

2. HUMAN RESOURCE COMMITTEE

COMPOSITION

Chairperson:

Mr R P Ramlugun, Senior Chief Executive, Ministry of Education & Human Resources, Tertiary Education & Scientific Research **(until March 2019)**

Mr S Ragen, Senior Chief Executive, Ministry of Education & Human Resources, Tertiary Education & Scientific Research *(w.e.f. April 2019)*

Members:

- Dr K S Sukon, Director-General of Open University of Mauritius
- Mrs S Gayan, Director-General, MGI/RTI
- Mr P Ramsurrun, Ag Registrar, *Université des Mascareignes*

- Mr J Malié, Former Rector, St Esprit College
- Mr P Sadien, Assistant Manager, Human Resources, Ministry of Education & Human Resources, Tertiary Education & Scientific Research - *(as Co-opted member)*

The Human Resources Committee's responsibility is to:

- Make recommendations to the Board for appointments to any office in the Open University, 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.

Table 18: Attendance and Remuneration at Human Resource Committee

Membership	Name/Position	Attendance for the period from July 2018 to June 2019 (Total out of 12 meetings)	Remuneration received during the period from July 2018 to June 2019 (Rs)
Chairperson	Mr R P Ramlugun Senior Chief Executive, Ministry of Education & Human Resources, Tertiary Education & Scientific Research	8	17,800
	Mr S Ragen Senior Chief Executive, Ministry of Education & Human Resources, Tertiary Education & Scientific Research	4	8,900
Member	Dr K S Sukon Director-General, Open University of Mauritius	12	10,680
Member	Mrs S Gayan , GOSK Director-General, Mahatma Gandhi Institute/ Rabindranath Tagore Institute	1	1,120
Member	Mr P Ramsurrun Ag Registrar, <i>Université des Mascareignes</i>	11	12,320
Member	Mr J Malié Former Rector, St Esprit College	12	13,440

Co-opted Member	Mr P Sadien Assistant Manager, HR, Ministry of Education & Human Resources, Tertiary Education & Scientific Research	12	13,440
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3. PLANNING AND MONITORING COMMITTEE

COMPOSITION

Chairperson:

Mrs S Gayan, GOSK Director-General, Mahatma Gandhi Institute/Rabindranath Tagore Institute

Members:

- Mr R P Ramlugun, Senior Chief Executive, Ministry of Education and Human Resources, Tertiary Education and Scientific Research **(until March 2019)**
- Mr S Ragen, Senior Chief Executive, Ministry of Education and Human Resources, Tertiary Education and Scientific Research **(w.e.f. April 2019)**
- Dr K S Sukon, Director-General of Open University of Mauritius
- Mrs R D Rampersad, Educational Technologist, University of Mauritius
- Mr V Patten, Head, Graphics, Publishing and Printing, & Leader of Quality Team, OU

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

- Immediate, medium and long-term plans of the Open University, taking into account the present and future needs of Mauritius;
- Monitoring the execution of all plans of the Open University and suggesting measures for quality assurance; and
- Such other matters on which it may be requested.

Table 19: Attendance and Remuneration at Planning and Monitoring Committee

Membership	Name/Position	Attendance for the period from July 2018 to June 2019 (Total out of 1 meeting)	Remuneration received during the period from July 2018 to June 2019 (Rs)
Chairperson	Mrs S Gayan , GOSK Director-General, Mahatma Gandhi Institute/Rabindranath Tagore Institute	1	2,225

Member	Mr R P Ramlugun (until March 2019) Senior Chief Executive, Ministry of Education & Human Resources, Tertiary Education & Scientific Research	0	0
Member	Mr S Ragen (w.e.f. April 2019) Senior Chief Executive, Ministry of Education & Human Resources, Tertiary Education & Scientific Research	0	0
Member	Dr K S Sukon Director-General, Open University of Mauritius	1	890
Member	Mrs R Rampersad Educational Technologist, University of Mauritius	1	1,120
Member	Mr V S Patten Head, Graphics, Publishing & Printing, Open University of Mauritius	1	890

The Section 2(4)(3) of the Statutes of the Open University states that the Planning & Monitoring Committee should meet at least three times a year. OU has planned to hold three meetings per calendar year and for the year 2019 as at 30 June 2019, one meeting has already been held. The next two meetings are scheduled to be held before end of September 2019 and in November/December 2019.

4. CONSULTATIVE COMMITTEE

COMMITTEE NOT YET CONSTITUTED.

Action has been initiated to constitute the Committee.

The Committee is responsible for advising the Open University of Mauritius 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.

5. THE AUDIT AND RISK COMMITTEE

COMPOSITION

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.

Table 20: Attendance and Remuneration of Audit and Risk Committee

Membership	Name/Position	Attendance for the period from July 2018 to June 2019 (Total out of 2 meetings)	Remuneration received during the period from July 2018 to June 2019 (Rs)
Chairperson	Mr J Ramdenee Managing Director, Trio Contracting Ltd	2	2,850
Member	Mrs R Rampersad Educational Technologist, University of Mauritius	2	2,090

Member	Mr J Malié Former Rector, St Esprit College	2	2,090
Internal Auditor OU	Mrs P Ramdoo-Sadien Internal Auditor/Senior Internal Auditor, Open University of Mauritius	2	0

6. CORPORATE GOVERNANCE COMMITTEE

COMPOSITION

Chairperson:

Mr J Malié, Former Rector, St Esprit College

Members:

- Dr K S Sukon, Director General, Open University of Mauritius (OU)
- Mrs R D Rampersad, Educational Technologist, University of Mauritius
- Mr M Sohoraye, Representative of OU Academic Staff, Lecturer, Open University **(until October 2018)**
- Mrs K Ramsohok-Heerasing, Representative of OU Academic Staff, Lecturer, Open University **(w.e.f. November 2018)**

The terms of reference for 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.

Table 21: Attendance and Remuneration at Corporate Governance Committee

Membership	Name/Position	Attendance for the period from July 2018 to June 2019 (Total out of 1 meeting)	Remuneration received during the period from July 2018 to June 2019 (Rs)
Chairperson	Mr J Malié Former Rector, St Esprit College	1	1,425
The Director-General	Dr K S Sukon Director-General, Open University of Mauritius	1	890
Member	Mrs R Rampersad Educational Technologist, University of Mauritius	1	1,120
Member	Mr M Sohoraye Lecturer (until October 2018), Open University of Mauritius	0	0

7. SUB-COMMITTEE FOR APPOINTMENT OF PART-TIME TUTORS/LECTURERS

COMPOSITION

Chairperson:

Mrs R D Rampersad, Educational Technologist, University of Mauritius

Members:

- Dr K S Sukon, Director-General, Open University of Mauritius
- Mrs P Ramdoo-Sadien, Representative of OU General Staff, Internal Auditor/Senior Internal Auditor, Open University (**until October 2018**)
- Mr V Patten, Representative of OU General Staff, Head Graphics, Publishing and Printing, Open University (**w.e.f. November 2018**)

Four (4) meetings were held during the financial year 2018/2019.

Table 22: Attendance and Remuneration at Sub-Committee for Appointment of Part-Time Tutors/Lecturers

Membership	Name/Position	Attendance for the period from July 2018 to June 2019 (Total out of 4 meetings)	Remuneration received during the period from July 2018 to June 2019 (Rs)
Chairperson	Mrs R D Rampersad , Educational Technologist, University of Mauritius	4	5,700
Member	Dr K S Sukon Director-General, Open University of Mauritius	4	3,260
Member	Mr V Patten Head Graphics, Publishing & Printing, Open University of Mauritius	4	3,260

8. ACADEMIC COUNCIL

Part IV Section 15 of the Open University of Mauritius Act stipulates the Academic and Management Structure of the Open University of Mauritius.

It makes provision for the setting up of the Academic Council which

- (a) Is the principal academic body of the Open University;
- (b) Has control and general regulation of teaching, examination, and research;
- (c) Is responsible for the maintenance of appropriate standards and discipline among the learners of the Open University; and
- (d) Grants transfer of credits to learners in respect of learning acquired in another institution.

The Academic Council is, therefore, a Statutory Committee which, as per the Open University of Mauritius Act, reports to the Board of the Open University of Mauritius.

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 its statutes.

Table 23: Composition and Membership of the Open University Academic Council and Attendance at the Council Meetings and Remuneration

Membership	Name/Position	Attendance for the period from July 2018 to June 2019 (Total out of 3 meetings)	Remuneration received during the period from July 2018 to June 2019 (Rs)
Chairperson	Dr K S Sukon Director-General, Open University of Mauritius	3	Nil
The Executive Director of the Tertiary Education Commission or his Representative	Prof S Nair	3	2,670
Representative of the University of Mauritius	Dr S Rosunee Associate Professor, University of Mauritius	0	0
Representative of the University of Technology, Mauritius	Mr K Bhujun Officer-in-Charge, University of Technology, Mauritius	1	1,120
The Chief Technical Officer of the Ministry responsible for the subject of education or his representative	Dr R Auckbur Rep. of Chief Technical Officer (Education)	0	0
2 representatives of public tertiary level institutions having developed partnerships with the Open University, to be nominated by the Minister	Vacant	0	0
The Director of Academic Affairs	Dr R V Sannassee Director, Academic Affairs Division, Open University of Mauritius (w.e.f. 15 August 2018)	3	2,670

Representative of Director of Multimedia Division and ICT Division	Mr S A Latchayya Head, Audio-video Production, Open University of Mauritius	3	2,670
Representative of Director, Quality Assurance & Capacity Building	Mr V Patten Head, Graphics, Publishing & Printing, Open University of Mauritius	3	2,670
The Director, Open School	Mr I Seetaramadoo Director, Open School, Open University of Mauritius	3	2,670
Head of Finance Division	Mr S Nunkoo Financial Controller, Open University of Mauritius	3	2,670
Head of Research Consultancy and Innovation Unit	Dr P Appavoo, Senior Academic Media Coordinator and Officer Responsible for Research Consultancy and Innovation Unit at OU	3	2670
Representative of learners to be nominated by the Board	Vacant	0	0
Representative of the academic staff elected by and from the academic staff	Mr A C Gokhool Lecturer, Open University of Mauritius (Until October 2018)	1	890
	Mr G Henriette-Bolli Lecturer, Open University of Mauritius (w.e.f. November 2018)	2	1,780
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 Seetanah Associate Professor, University of Mauritius	2	1,780
	Dr R Nunkoo Senior Lecturer, University of Mauritius	1	890

Other Committees

PUBLIC PROCUREMENT ACTIVITIES

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

The Open University ensures that the procurement methods, bidding processing and procurement contracts are dealt with according to the provisions of the Public Procurement Act and relevant regulations.

From 1 July 2018 to 30 June 2019, the Open University conducted 58 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
Office Management Assistant	Secretary

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.

Table 24: Fees paid to the Chairperson and Members of the Departmental Bid Committee

Membership	Name/Position	Attendance for the period January 2018 to June 2019 (Total out of 58 meetings)	Remuneration received during the period January 2018 to June 2019 (Rs)
Chairperson	Dr K S Sukon , Director-General	42	16,800
Chairperson	Mrs S L D Gopee , Registrar	7	2,800
Chairperson	Dr R V Sannasse , Director Academic Affairs	6	2,400

Chairperson	Mr V Veerabudren, Deputy Registrar	2	800
Chairperson	Mr I Seetaramadoo, Director, Open School	1	400
Member	Mr S Nunkoo, Financial Controller	54	17,820
Member	Mrs B N Auckburally, Accountant	4	1,320
Member	Mr P Arlanda, Senior Procurement and Supply Officer	55	18,150
Member	Mrs D Chatooh, Ag Senior Procurement and Supply Officer (Stores)	3 (Replaced Mr Arlanda for 3 meetings during his absence)	990

Following the opening of the quotations, 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.

Profile of Board Members



Mr Rajeswara Duva Pentiah, CSK

Mr Rajeswara Duva Pentiah, CSK is the Chairperson of Open University of Mauritius 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 (06.10.71 to 30.11.13), including nine 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 Chairperson 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

Mr Ram Prakash Ramlugun was the Senior Chief Executive at the Ministry of Education and Human Resources, Tertiary Education and Scientific Research till his retirement from the service as from the beginning of March 2019.

He has also been Educator, Assistant Permanent Secretary, Deputy Permanent Secretary and Permanent Secretary.

He was also the Chairperson of the Mauritius Institute of Education Council. 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.



Mr Megavarnen Varaden

Mr Megavarnen Varaden was the Deputy Permanent Secretary, at the Ministry of Education and Human Resources, Tertiary Education and Scientific Research until March 2019. As from April 2019, he was posted as Acting Permanent Secretary at the Ministry of Foreign Affairs and Regional Integration.

He has worked from 1992 to 1995 at the then Ministry of Women's Rights, Child Development and Family Welfare; from 1995 to 1999 at the then Central Tender Board; from 1999 to 2001 at the Ministry of Finance & Economic Development; and from 2001 up to March 2019 at the Ministry of Education and Human Resources, Tertiary Education and Scientific Research.

He holds a Diploma in Public Administration and Management (DPAM), a BA in Health Sciences and Social Services and an MBA in Health Care Services.

Profile of Board Members



Mr Swaminathan Ragen

Born in 1956, Mr Swaminathan Ragen is the Senior Chief Executive at the Ministry of Education and Human Resources, Tertiary Education and Scientific Research since April 2019.

He holds academic qualifications as follows: B.Com, M.Com, PGCE, Diploma in Public Administration and Management and MSc in Public Sector Management.

He joined the service as Assistant Secretary from 1985 to 1994 and was Principal Assistant Secretary from 1994 to 2005. He was appointed Permanent Secretary in 2006 and Senior Chief Executive in April 2019. He also acted as Secretary to the Public Service Commission and Disciplined Forces Service Commission from 2005 to 2006 and in 2015.

He was also Director of numerous parastatal bodies and NPF funded private companies such as NHDC, NTC, Omnicane, RDA, Mauritius Housing Company Ltd and others.



Mrs Sooryakanti Nirsimloo-Gayan, GOSK

Mrs Sooryakanti Nirsimloo-Gayan, GOSK is the Director-General of the Mahatma Gandhi Institute and Rabindranath Tagore Institute. She has a BSc (Hons) Econ 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 Économique de Maurice* for Cultural Achievement and she was also shortlisted by the international jury among the three finalists for the international award of Outstanding Young Person by JCI 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

Dr Kaviraj Sharma Sukon is the founder Director-General of the Open University of Mauritius. 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 the University of Mauritius in 1996 after completing his PhD in Mathematics from the University of Mauritius and University of Loughborough. He also holds an MBA from the 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 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 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. Dr Sukon is also the Chairperson of the Mauritius Museum Council.

Profile of Board Members



Mr Prakash Ramsurrun

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 the Open University.

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.

He was Assistant Manager and Head of Department of Business Administration at the *Université des Mascareignes* from May 1995 to July 2000; Education Officer at the Ministry of Education & Human Resources from March 1985 to April 1995; and Lecturer at the North London Institute of Further Education, UK from September 1983 to December 1984.



Mrs Rubina Devi Rampersad

Mrs Rubina Devi Rampersad is a trained Educational Technologist working at the University of Mauritius, with more than 22 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 and Online programmes, short courses, commissioned programmes and MOOCs.

She holds the following qualifications: MSc Educational Technologies and Knowledge Society (University of Mauritius); *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

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

He holds a B Eng (Hons) in Manufacturing System Engineering.

Profile of Board Members



Mr Jacques Malié

Mr Jacques Malié was the Rector of *Collège du St Esprit*. 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

Mr Mrinal Sohoraye is an Assistant Lecturer/Lecturer at the Open University of Mauritius.

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 was the representative of OU Academic staff on the Board of the Open University from 4 November 2015 to 3 November 2018.



Mrs Kheertee Ramsohok Heerasing

Mrs Kheertee Ramsohok Heerasing is a Lecturer in Accounting and Finance at the Open University of Mauritius.

She holds a BSc in Business Economics with Information Systems from the University of Mauritius and an MSc with Commendation in International Finance from the Kingston University.

Profile of Board Members



Mrs Premawatee Ramdoo-Sadien

Mrs Premawatee Ramdoo-Sadien is the Internal Auditor/Senior Internal Auditor of the Open University.

She was the representative of General Staff on the Board of OU from 4 November 2015 to 3 November 2018.

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 seven 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.



Mr Viswanaden Sooprayen Patten

Mr Viswanaden Sooprayen Patten is the Head of Graphics, and Printing Publishing Unit of the Open University of Mauritius and is the Leader of the Quality Assurance Team at OU.

He holds a *Brevet de Technicien Supérieur en Industries Graphiques* from the *École Supérieure Estienne des Arts et d'Industries Graphiques*, Paris France. He also holds a Master in Philosophy in Publishing Studies from University of Stirling and an MBA from Indira Gandhi National Open University, India.



Mrs Subhashini L D Gopee

Mrs Subhashini L D Gopee is Registrar & Secretary to the Board of Open University of Mauritius since January 2017.

She has a BSc (General) from the University of Delhi and an MSc in Quality Management from the University of Mauritius.

She has over fifteen years' experience at middle managerial level in a public tertiary education institution. Mrs Gopee also served for five years in the public sector in the technical field and was an Education Officer in a private secondary school at the beginning of her career.

Board Information

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

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

During the 2018/19 financial year, the Board held 12 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) Schemes of Service and other Human Resources matters
- d) Several matters regarding the acquisition of office equipment/e-learning materials/vehicles
- e) Auditors' reports
- f) Details of joint ventures and collaborative agreements
- g) Open University Annual Report 2017/18
- h) Participation in Training, Missions and Workshops by OU staff
- i) Appointment of part-time tutors
- j) Appointment of International Faculties
- k) New policies

All Board members have signed a confidentiality undertaking to keep all information and issues discussed at Board meetings confidential. Members of the Board are not allowed to divulge any information to any other person/employee or authority without the express authorisation of the Board.

The Code of Ethics approved by the Board addresses how employees should behave including while handling information.

EVALUATION OF PERFORMANCE OF MEMBERS OF THE BOARD

The OU Board has to develop a policy for evaluation of the performance of Board members. However, in the meantime, the performance of Board members is assessed continuously by the Chairperson through observation and discussions.

The Chairperson ensures that

- All members are given the opportunity to participate in discussions;
- Members do not divert from the agenda;
- The discussions are geared towards enabling an informed decision being taken on matters under consideration;
- The knowledge and experience of members are effectively harnessed while performing their duties.

DECLARATION OF CONFLICT OF INTEREST BY BOARD MEMBERS

The Registrar keeps a record of the declaration of interest by Board members. Whenever a member declares interest, he/she leaves the meeting room while the item concerned is being discussed and decision taken as required in Statute 1(3) of the Open University Act.

REPORTING WITH INTEGRITY

The OU Board is responsible for preparation of an annual report which comprises the following:

- Corporate Governance Report
- Report on activities
- Financial statements and Accounts that fairly represent the state of affairs of OU

The financial statements are approved by the Board upon the recommendations of the Finance Committee. The financial statements are prepared in accordance with the International Public Sector Accounting Standards (IPSASs) issued by the International Public Sector Accounting Standard Board (IPSASB) and Statutory Bodies (Accounts and Audit) Act.

The annual report is approved by the Board not later than three months after the end of the Financial year and submitted to the National Audit Office not later than four months after the end of the Financial year as per the requirement of the Statutory Bodies (Accounts and Audit) Act.

Upon receipt of the report of the National Audit Office, the annual report is finalised and submitted to the parent Ministry for tabling at the National Assembly for the attention of members of the Government, one of the major stakeholders of the Open University and the other members of the National Assembly.

The Annual Report is posted on the OU website for consultation by all its other stakeholders.

In order to disseminate information on its various activities, policies, procedures and plans to its stakeholders, OU has also posted the following documents on its website:

- The Open University of Mauritius Act No. 2 of 2010
- The Vision and Mission Statement of the Open University of Mauritius
- The Strategic Plan 2017-25 of the Open University of Mauritius
- The Organisational Chart of the Open University of Mauritius
- The General Rules and Regulations for Learners
- The Programme Documents
- Information on Fees
- The Code of Ethics of the Open University of Mauritius
- The IT Policy of the Open University of Mauritius

OU endeavours to conduct its activities by ensuring that:

- There is no adverse impact on the environment;
- All persons are treated equally without any discrimination as stipulated in its Act;
- It fulfils its responsibilities to the best of its capabilities while maintaining the highest ethical standards as outlined in its Code of Ethics and it abides by the Code of Corporate Governance;
- It provides a safe and secure environment for its employees to work in.

Environment

One of the ways in which OU is contributing to the preservation of the environment is through the use of information and communication technologies for dissemination of its learning materials.

OU offers learners the opportunity to learn at their own place and pace. Instead of producing printed materials, OU posts all its learning materials on the e-learn platform which are then downloadable via the internet. Thus, OU contributes towards reducing the use of paper.

In order to continuously improve our work processes, the University is developing various software systems for admissions, recruitment, student information systems, etc. In addition, it is ensuring judicious use of all its resources through energy-saving measures.

Corporate Social Responsibility

In an endeavour to assist the most vulnerable persons of the society, OU employs three persons having disabilities. It also offers personalised tutoring to disabled students.

Ethics

OU has developed its Code of Ethics which stipulates inter alia the following:

Code of Ethics is fundamental to OU values. The primary purpose of the Code of Ethics is to maintain a professional and safe environment in which the OU community can work and learn to promote a culture of fair and ethical behaviour while ensuring that the University meets its obligations.

The Code stipulates

- Personal and professional behaviour
- Academic Integrity
- Disclosure of Information
- Conflict of Interest
- Equal Opportunity
- Use of University Resources
- Intellectual Property
- Statement to the Press and Social Media

as applicable to its employees, to enable them to maintain the highest standard of integrity and professionalism while delivering their duties.

Safety & Health

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

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
- (f) Adopt an integrated approach towards safety and health at work by seeking the collaboration, co-operation and participation of all employees.

RELATED PARTY TRANSACTIONS

OU produced audio-visual and printed materials and services at concessionary terms to government ministries and departments. During the financial year 2018/2019, a total amount of Rs 278,591 was waived on sale of goods and services in accordance with the prevailing pricing policy.

During the Financial year 2018/19, two staff of OU were seconded to the Mauritius National Assembly to assist in the implementation and monitoring of the "Live Broadcasting of the proceeding of the House Project". As per practice in the civil service, they were remunerated by OU during the period of secondment.

RISK GOVERNANCE AND INTERNAL CONTROL

Risk Assessment

The Board is responsible for ensuring that OU has identified the risks in its processes and the procedure for controlling, avoiding, and addressing those risks.

Accordingly, each section has identified major risks associated with their processes based on a risk matrix and suggested actions to be taken to either prevent or control risks as well as actions to be taken in case a risk occurs.

As OU is ISO 9001:2008-certified by the Mauritius Standards Bureau, it had initiated actions to transit to the ISO 9001:2015 since October 2017 and one of the requirements for this new standard is to undertake Risk Assessment in each section.

Thus, the OU has carried out its risk assessment and has ensured that risks are properly addressed.

Internal Control

The Management has written procedures for its various processes which ensures that staff are aware of how to proceed with their duties. In addition, OU has established control procedures for its processes. Supervision and cross-checking of records, claims, figures, etc. are mandatory for all procedures involving the release of payments, remunerations, allowances, and so on. No payment is issued without the proof of approval from the relevant authority. For example, for payment of fees to service providers, the signed contracts as per tenders approved by the Board are verified and provided as evidence.

In addition to all approval of payments, there are different Controlling Officers and Authorising Officers to ensure that the claims for payments are verified at two levels before being sent to the Finance Division. The Finance Division also exercises control on the claims for payments by cross-checking the claims with relevant approvals.

Payment of fees by learners is another aspect where the mechanism of internal control is exercised.

The Internal Audit function is yet another mechanism for ensuring that the internal control system is functioning properly.

Audit

(i) Internal Audit

The Internal Auditor is required to carry out audit activities as per an Audit Plan and submit her report on findings to the Audit and Risk Committee which makes recommendations on same to the Board.

The Internal Auditor carries out her duties in all Independence and she is given access to facilities for same by Management.

The Director-General is not a member of the Audit and Risk Committee and this ensures that the Internal Auditor performs her duties and reports her findings independently.

The Internal Auditor is free to perform day-to-day auditing of financial transactions and processes.

(ii) External Audit

The Annual Report 2017/18 was submitted to the external auditor in October 2018. The external auditors were at OU from January to May 2019. They were provided with all the information and documents they required for carrying out their audit.

The Management letter was received in May 2019 and a reply was sent to the National Audit Office on 19 June 2019. The Audit Certificate was received on 15 August 2019. Since there was no change

recommended on the annual report 2017/18 already approved by the Board, same was being finalised for printing and submission to the parent Ministry.

OU has therefore made provision for an independent internal audit function as well as for submitting its annual report to the External Auditor.

RELATIONS WITH SHAREHOLDERS AND OTHER KEY STAKEHOLDERS

OU has very good relations with the parent Ministry. The parent Ministry is one of the major shareholders and stakeholders of the University and having the Senior Chief Executive of the parent Ministry as member of the Board ensures that there is effective communication between the two parties.

The Director-General attended meetings with the Honourable Minister on several occasions during the year under review and the Honourable Minister graced several functions and workshops organised by OU. The Chairperson also met the Honourable Minister occasionally to discuss on matters of OU.

STATEMENT OF DIRECTORS' RESPONSIBILITIES

The OU Board members 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 judgements 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 judgements and estimates have been used consistently;
- (iii) Applicable accounting standards have been adhered to;
- (iv) The Code of Corporate Governance as applicable to Statutory Bodies has been adhered to. Explanations have been provided on how the Code has been applied;
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

30 September 2019



Dr K S Sukon
Director-General
Open University of Mauritius

30 September 2019

Directors' Statement for Internal Control

The Open University of Mauritius 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 Internal Auditor reports to the Audit and Risk Committee on audit work carried out. During the period under review, two meetings of the Audit and Risk Committee were held to consider the report of the Internal Auditor.



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

30 September 2019



Dr K S Sukon
Director-General
Open University of Mauritius

30 September 2019

Financial Situation of OU

Since its establishment on 12 July 2012, OU had to develop its strategic plan in order to steer its operations. It has developed sound financial strategies and policies. Based on latest financial results as at 30 June 2019, it is clear that the overall financial position of OU has improved compared to previous financial years. The key financial results of OU are shown below.

Table 25: Key Financial Results

Financial Year	Government Grant	Operating Income	Operating Expenses	Surplus/ (Deficit)	Cash and Bank Balance
	Rs M	Rs M	Rs M	Rs M	Rs M
2012/2013 (17 months)	151.1	55.1	184.50	21.70	64.50
FY 2014	88.4	115.7	175.90	28.20	74.60
FY 2015	39.4	108.6	177.60	(29.60)	43.20
FY 2016/2017 (18 months)	77.4	204.2	292.20	(10.60)	62.80
FY 2017/2018	42.3	149.9	201.30	(9.10)	56.20
FY 2018/2019 (unaudited)	39.7	184.2	214.00	9.90	72.9

Revenue from course fees has increased over the years and the operating revenue of OU which is derived mainly from course fees from learners has attained Rs184M during the last financial year that ended on 30 June 2019. The evolution of operating revenue is depicted below.



Figure 3: Evolution of Operating Revenue

With the introduction of the new Government measure on “Free Tertiary Education Scheme”, applicable as from January 2019, OU has experienced significant growth in terms of its learners. As a result, OU registered a surplus of Rs9.9M in the accounts of OU for the financial year that ended on 30 June 2019. Also, the cash and bank balances of OU as at 30 June 2019 stood at Rs72.9M, registering an increase of nearly Rs16.7M as compared to the last financial year. The evolution of cash and bank balances of OU is shown below.



Figure 4: Evolution of Cash and Bank Balances

As per its new Strategic Plan 2017-2025, OU envisages to achieve financial independence by 2025. As at date, OU is already generating 82% of its operating income directly from course fees of learners as well as from other activities relating to printing and audio and video production. The distribution of revenue of OU for the financial year 2018/2019 is shown below.

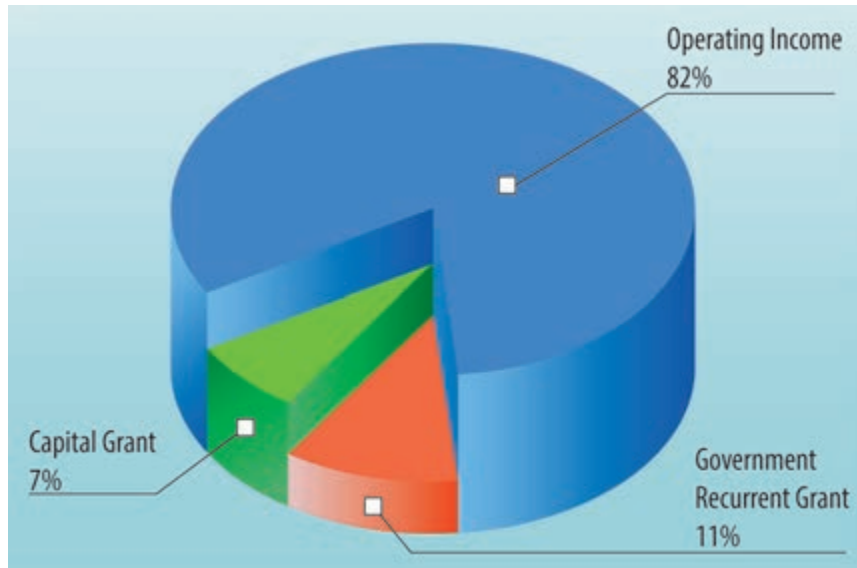


Figure 5: Distribution of Revenue for the FY 2018/2019

Though Government contribution towards OU's Budget decreased over the years, OU managed to sustain its budget by generating revenue mainly from course fees from learners and by adopting rigorous measures towards expenditure management. However, it should be noted that the operational cost of OU has increased during the financial year 2018/2019 due to increase in academic expenses which are directly related to the growth in learners' population. The distribution of expenditure of OU for the financial year 2018/2019 is shown below.

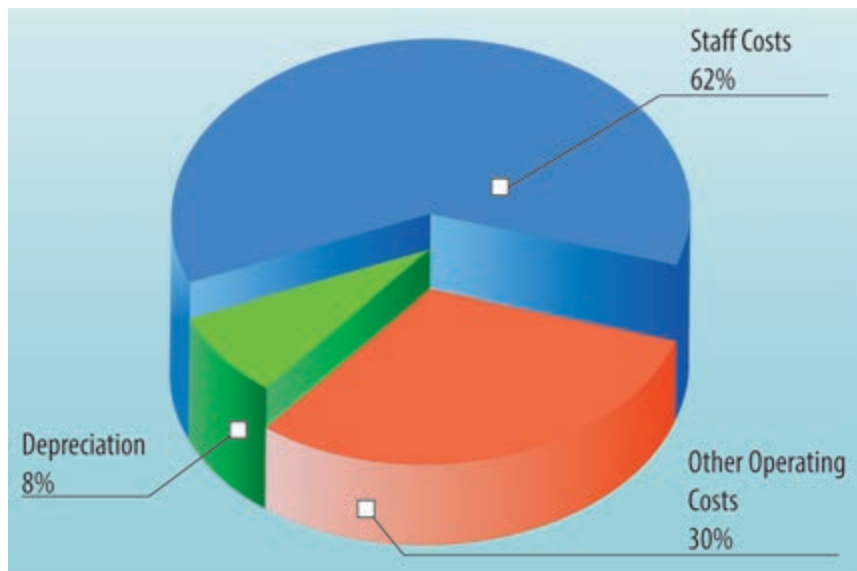


Figure 6: Distribution of Expenditure for FY 2018/2019

Based on the growing trend of learners, OU will achieve its target to attain financial independence in a very near future.



**REPORT OF THE
DIRECTOR OF AUDIT**

**On the Financial Statements
of the Open University of Mauritius
for the year ended 30 June 2019**

NATIONAL AUDIT OFFICE



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

Opinion

I have audited the financial statements of the Open University of Mauritius, which comprise the statement of financial position as at 30 June 2019 and the statement of financial performance, statement of changes in net assets/ equity, cash flow statement, and the statement of comparison of budget and actual amounts for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In my opinion, the accompanying financial statements give a true and fair view of the financial position of the Open University of Mauritius as at 30 June 2019, and of its financial performance and cash flows for the year then ended in accordance with International Public Sector Accounting Standards (IPSASs).

Basis for Opinion

I conducted my audit in accordance with International Standards of Supreme Audit Institutions (ISSAIs). 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 Open University of Mauritius in accordance with the INTOSAI Code of Ethics, together with 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. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my 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. I have determined that there are no 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 of the Open University of Mauritius, 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 these 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 of 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 ISSAIs, 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 ISSAIs, I exercise professional judgement and maintain professional scepticism 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 Responsibilities for Compliance

In addition to the responsibility for the preparation and presentation of the financial statements described above, management is also responsible to ensure that the Open University of Mauritius's operations are conducted in accordance with the provisions of laws and regulations, including compliance with the provisions of laws and regulations that determine the reported amounts and disclosures in an entity's financial statements.

Auditor's Responsibilities

In addition to the responsibility to express an opinion on the financial statements described above, I am also responsible to report to the Board whether:

- (a) I have obtained all the information and explanations which to the best of my knowledge and belief were necessary for the purpose of the audit;
- (b) the Statutory Bodies (Accounts and Audit) Act and any directions of the Minister, in so far as they relate to the accounts, have been complied with;

- (c) in my opinion, and, as far as could be ascertained from my examination of the financial statements submitted to me, any expenditure incurred is of an extravagant or wasteful nature, judged by normal commercial practice and prudence;
- (d) in my opinion, the Open University of Mauritius has been applying its resources and carrying out its operations fairly and economically; and
- (e) the provisions of Part V of the Public Procurement Act regarding the bidding process have been complied with.

I performed procedures, including the assessment of the risks of material non-compliance, to obtain audit evidence to discharge the above responsibilities.

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

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.

The Open University of Mauritius has complied with the Statutory Bodies (Accounts and Audit) Act in so far as it relates to the accounts.

Based on my examination of the accounts of the Open University of Mauritius, nothing has come to my attention that indicates that:

- (a) any expenditure incurred was of an extravagant or wasteful nature, judged by normal commercial practice and prudence; and
- (b) the Open University has not applied its resources and carried out its operations fairly and economically.

Public Procurement Act

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.



C. ROMOOAH
Director of Audit

National Audit Office
Level 14,
Air Mauritius Centre
PORT LOUIS

12 October 2020

Open University of Mauritius:

**Financial
Statements
for the Year Ended
30 June 2019**

Statement of Financial Position as at 30 June 2019

	Notes	30-Jun 2019 Rs	30-Jun 2018 Restated Rs
ASSETS			
CURRENT ASSETS			
Cash and Cash Equivalents	5	72,904,232	56,128,972
Receivables	6	30,419,113	27,640,306
Inventories	7	2,538,881	2,538,877
		<u>105,862,226</u>	<u>86,308,155</u>
NON CURRENT ASSETS			
Receivables - Car Loan	8	12,280,694	10,675,245
Property, Plant & Equipment	9	36,523,837	31,620,699
Intangible Assets	10	11,591,198	12,337,397
		<u>60,395,729</u>	<u>54,633,341</u>
TOTAL ASSETS		<u>166,257,955</u>	<u>140,941,496</u>
LIABILITIES			
CURRENT LIABILITIES			
Payables	11	25,041,200	18,444,352
Car Loan	12	3,915,191	3,879,157
Employee Benefits	13	11,500,000	9,500,000
		<u>40,456,391</u>	<u>31,823,509</u>
NON CURRENT LIABILITIES			
Car Loan	12	12,280,694	10,675,245
Long-term Employee Benefits	13	54,826,408	54,834,710
Pension Obligation	14	167,615,113	163,113,898
		<u>234,722,215</u>	<u>228,623,853</u>
TOTAL LIABILITIES		<u>275,178,606</u>	<u>260,447,362</u>
NET ASSETS		<u>(108,920,651)</u>	<u>(119,505,866)</u>

EQUITY

Accumulated Fund	(109,070,916)	(119,817,797)
Revaluation Reserve	150,265	311,931
TOTAL EQUITY	<u>(108,920,651)</u>	<u>(119,505,866)</u>

The notes on pages 7 to 25 form an integral part of the Financial Statements.

Approved by the Board of the Open University of Mauritius on 29 September 2020


 Mr Rajeswara Duva-Pentiah
 Chairman


 Dr Kaviraj Sharma Sukon
 Director-General

Statement of Financial Performance for the Year Ended 30 June 2019

	Notes	30-Jun 2019 Rs	30-Jun 2018 Restated Rs
REVENUE			
Revenue from Exchange Transactions	15.1	182,951,692	148,847,343
Revenue from Non Exchange Transactions	15.2	40,905,295	43,245,692
TOTAL REVENUE		<u>223,856,987</u>	<u>192,093,035</u>
EXPENSES			
Staff Costs	16	137,353,641	133,625,935
Depreciation and Amortisation Expense	9 & 10	17,894,317	15,936,447
Other Operating Expenses	17	64,309,802	45,266,029
TOTAL EXPENSES		<u>219,557,760</u>	<u>194,828,411</u>
SURPLUS / (DEFICIT)		<u>4,299,227</u>	<u>(2,735,376)</u>

The notes on pages 7 to 25 form an integral part of the Financial Statements.

Statement of Changes in Net Assets/Equity for the Year Ended 30 June 2019

	Notes	Accumulated Fund (Restated) Rs	Revaluation Reserve Rs	Total Rs
Opening Balance as 1 July 2017		19,593,040	588,597	20,181,637
Changes in Accounting Policy:				
IPSAS 39 Implementation		(134,933,604)	-	(134,933,604)
Adjusted Opening Balance as at 1 July 2017		(115,340,564)	588,597	(114,751,967)
Deficit for the year		(2,735,376)	-	(2,735,376)
Prior Year Adjustments	26	(380,238)	-	(380,238)
Transfer of surplus depreciation	4.1 (c)	-	(276,666)	(276,666)
Remeasurement Loss	14 & 26	(1,361,619)	-	(1,361,619)
Closing Balance as at 30 June 2018		(119,817,797)	311,931	(119,505,866)
Opening Balance as 1 July 2018		(119,817,797)	311,931	(119,505,866)
Surplus for the year		4,299,227	-	4,299,227
Remeasurement Gain	14 & 26	4,633,925	-	4,633,925
Prior Year Adjustments	26	1,813,729	-	1,813,729
Transfer of surplus depreciation	4.1 (c)	-	(161,666)	(161,666)
Closing Balance as at 30 June 2019		(109,070,916)	150,265	(108,920,651)

The notes on pages 7 to 25 form an integral part of the Financial Statements.

Cash Flow Statement for the Year Ended 30 June 2019

	30-Jun 2019	30-Jun 2018
	Rs	Restated Rs
CASH FLOW FROM OPERATING ACTIVITIES		
Surplus/(Deficit) for the year	4,299,227	(2,735,376)
Adjustments for:		
Depreciation and Amortisation Expense	17,894,317	15,936,447
Prior Year Adjustment	1,813,729	(215,671)
Remeasurement of Actuarial Gain / (Loss)	4,633,925	(1,361,619)
Pension Liability	4,501,215	9,696,370
Loss / (Gain) on disposal of Non Current Assets	40,596	(7,189)
Operating Profit before working capital changes	33,183,009	21,312,962
Changes in Working Capital:		
Increase in Receivables	(4,384,256)	(6,453,215)
Increase in Inventories	(4)	(529,842)
Increase in Payables	10,230,029	219,698
NET CASH FLOWS FROM OPERATING ACTIVITIES	39,028,778	14,549,603
CASH FLOW FROM INVESTING ACTIVITIES		
Purchase of Non Current Assets	(22,253,518)	(21,181,129)
Proceeds from Disposal of Non Current Assets	-	7,466
NET CASH FLOWS FROM INVESTING ACTIVITIES	(22,253,518)	(21,173,663)
CASH FLOW FROM FINANCING ACTIVITIES		
NET CASH FLOWS FROM FINANCING ACTIVITIES	-	-
NET INCREASE / DECREASE IN CASH AND CASH EQUIVALENTS	16,775,260	(6,624,060)
CASH AND CASH EQUIVALENTS AT BEGINNING OF PERIOD	56,128,972	62,753,032
CASH AND CASH EQUIVALENTS AT END OF PERIOD	72,904,232	56,128,972

Notes to the Cash Flow Statement

1. Cash and Cash Equivalents

Cash and Cash Equivalents consist of cash in hand and balances with bank. Cash and Cash Equivalents included in the Cash Flow Statement comprised of the Statement of Financial Position amounts.

Cash and Cash Equivalents are made up of:	Rs	Rs
Cash at bank	72,544,679	55,913,784
Cash in hand	359,553	215,188
Cash and Cash Equivalents at year end	72,904,232	56,128,972

2. Non- Current Assets

Non-current assets were acquired at an aggregate cost of Rs 21,692,518. Out of which Rs 14,716,795 was financed by means of capital grant from the Government.

The notes on pages 7 to 25 form an integral part of the Financial Statements.

Statement of Comparison of Budget and Actual Amounts for the Year Ended 30 June 2019

	Budgeted Amounts		Actual Amounts on Comparable Basis	Difference Original and Final Budget	Notes	Difference Final Budget and Actual	Notes
	Original	Final					
	Rs	Rs					
RECEIPTS:							
Recurrent Grant							
Recurrent Grant	25,000,000	25,000,000	25,000,000	-	-		
Additional Recurrent Grant- NYCBE	7,000,000	7,000,000	5,207,936	-		(1,792,064)	19.2.1
Course Fees- OU Learners	136,500,000	91,616,322	114,339,618	44,883,678	19.1.1	22,723,296	19.2.2
Course Fees- Government (Free Tertiary Education Scheme)	-	48,383,678	51,968,266	(48,383,678)	19.1.1	3,584,588	19.2.2
Other Income	10,000,000	8,500,000	12,129,939	1,500,000		3,629,939	19.2.3
<i>Sub Total</i>	<i>178,500,000</i>	<i>180,500,000</i>	<i>208,645,759</i>	<i>(2,000,000)</i>		<i>28,145,759</i>	
Capital Grant							
Capital Grant B/F	360,970	360,970	360,970	-		-	
Capital Grant	5,000,000	5,000,000	5,000,000	-		-	
Additional Capital Grant- NYCBE	8,500,000	9,670,925	9,670,925	(1,170,925)	19.1.2	-	
Other Income	100,000	250,000	242,130	(150,000)		(7,870)	
<i>Sub Total</i>	<i>13,960,970</i>	<i>15,281,895</i>	<i>15,274,025</i>	<i>(1,320,925)</i>		<i>(7,870)</i>	
Total Receipts	192,460,970	195,781,895	223,919,784	(3,320,925)		28,137,889	
PAYMENTS:							
Recurrent Expenditure							
Personal Emoluments							
Salary	79,155,300	79,862,275	76,610,585	706,975		3,251,690	19.2.4
Compensation 2017	225,500	235,250	204,370	9,750		30,880	
Compensation 2018	433,440	738,080	703,202	304,640		34,878	
Compensation 2019	-	531,200	389,600	531,200		141,600	
End of Year Bonus	6,198,169	6,400,000	6,169,521	201,831		230,479	
Allowances	2,000,000	2,400,000	2,315,664	400,000		84,336	
Extra Assistance	7,000,000	5,200,000	5,019,009	(1,800,000)		180,991	
Passage Credit	4,000,000	4,500,000	4,414,887	500,000		85,113	
Overtime	4,500,000	5,300,000	5,205,426	800,000		94,574	
Pensions contribution & Gratuity	9,678,802	9,623,919	9,349,397	(54,883)		274,522	
National Savings Fund	884,864	917,448	857,796	32,584		59,652	
Cash In Lieu of Sick Leave	5,000,000	3,900,000	3,859,999	(1,100,000)		40,001	
<i>Sub Total</i>	<i>119,076,075</i>	<i>119,608,172</i>	<i>115,099,456</i>	<i>532,097</i>	19.1.3	<i>4,508,716</i>	
Travelling and Transport:							
Refund of Bus Fares	3,437,100	3,180,950	2,961,782	(256,150)		219,168	
Travel Grant	1,481,500	1,491,500	1,429,525	10,000		61,975	
Commuted Travel & Petrol Allowance	4,000,000	4,000,000	3,939,938	-		60,062	
Mileage	650,000	650,000	613,540	-		36,460	
<i>Sub Total</i>	<i>9,568,600</i>	<i>9,322,450</i>	<i>8,944,785</i>	<i>(246,150)</i>	19.1.3	<i>377,665</i>	

	Budgeted Amounts		Actual Amounts on Comparable Basis	Difference Original and Final Budget	Notes	Difference Final Budget and Actual	Notes
	Original	Final					
	Rs	Rs					
COST OF RUNNING OFFICE							
Uniforms	120,000	120,000	119,400	-		600	
Chairperson/Board Fees	1,100,000	1,300,000	1,210,765	200,000		89,235	
Medical Scheme	750,000	700,000	693,600	(50,000)		6,400	
Telephone & Postages	2,500,000	2,940,000	2,850,931	440,000		89,069	
Electricity	3,000,000	2,955,000	2,951,413	(45,000)		3,587	
Water	100,000	110,000	87,790	10,000		22,210	
Motor Vehicles Running Expenses	1,000,000	1,200,000	1,098,052	200,000		101,948	
Office Expenses & Incidentals	140,000	140,000	120,691	-		19,309	
Hospitality & Ceremonials	300,000	350,000	305,036	50,000		44,964	
Publicity, Advertisement & Recruitment Expenses	300,000	400,000	366,917	100,000		33,083	
Insurance of Staff	160,000	150,000	138,301	(10,000)		11,699	
Overseas Passages & Allowances	900,000	900,000	613,439	-		286,561	
Office Stationery	1,200,000	1,500,000	1,329,961	300,000		170,039	
Legal & Consultancy Fees	200,000	200,000	114,555	-		85,445	
Repairs & Maintenance: Building & Equipment	6,500,000	6,500,000	6,367,605	-		132,395	
Audit Fees	300,000	300,000	-	-		300,000	
Insurance of Building, Equipment & Furniture	150,000	150,000	115,995	-		34,005	
Institutional Links	1,200,000	1,000,000	720,300	(200,000)		279,700	
Security Services	1,500,000	1,500,000	1,474,844	-		25,156	
Graphics/Printing & Audio Visual Materials	4,000,000	3,000,000	2,871,586	(1,000,000)		128,414	
Resource Centre (Library)	1,000,000	1,500,000	1,286,861	500,000		213,139	
Marketing & Outreach Activities	2,500,000	2,500,000	2,471,675	-		28,325	
Staff Development & Training	400,000	550,000	362,634	150,000		187,366	
Research & Development	300,000	750,000	602,319	450,000		147,681	
Quality Assurance Activities	250,000	250,000	175,235	-		74,765	
Academic Affairs:							
Induction Expenses	150,000	200,000	187,768	50,000		12,232	
Part-time Tutors	10,000,000	7,700,000	7,674,424	(2,300,000)		25,576	
Marking of Assignments/Projects	7,000,000	5,000,000	5,069,524	(2,000,000)		(69,524)	19.2.5
Exams Expenses	7,000,000	13,850,000	12,801,137	6,850,000		1,048,863	19.2.6
Educational Software Licences	550,000	550,000	480,535	-		69,465	
Insurance of Part-Timers & Learners	70,000	50,000	49,604	(20,000)		396	
General Academic Expenses	250,000	350,000	296,496	100,000		53,504	
Programme Development	5,000,000	3,900,000	3,861,282	(1,100,000)		38,718	
Supervision of Doctoral Learners	1,500,000	2,300,000	2,297,719	800,000		2,281	
Tablets for Learners	3,600,000	4,177,000	4,176,800	577,000		200	
Award Ceremonies & Conferences	1,500,000	2,000,000	1,187,116	500,000		812,884	19.2.7
Overseas Study Centres	300,000	15,000	14,345	(285,000)		655	
Collaboration with other Universities	4,000,000	1,450,000	1,165,614	(2,550,000)		284,386	
Sub Total	70,790,000	72,507,000	67,712,269	1,717,000	19.1.4	4,794,731	
ADDITIONS TO NON CURRENT ASSETS	21,222,499	22,543,424	15,875,717	1,320,925	19.1.5	6,667,707	19.2.8
TOTAL PAYMENTS	220,657,174	223,981,046	207,632,227	3,323,872		16,348,819	

Notes to the Financial Statements for the Year Ended 30 June 2019

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 corporate body wholly owned by the Government of Mauritius under the aegis of 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 partnership 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 Standards 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.

With the implementation of IPSAS 39 in the current set of accounts (Notes 4.6.2), the Statement of Financial Position for the preceeding year has been restated and there has been a material change in terms of provision and disclosure for Pension Obligations. The effects of the implementation of IPSAS 39 though material to the accounts, do not preclude the OU to report as a 'Going Concern', as this has no impact on the operational side. It is also presumed that OU will continue its operation normally in the forthcoming years.

OU is governed by the Statutory Bodies Pension Fund Act and as per the provisions of the the Act, an actuarial valuation of the pension fund need to be carried out at intervals of not more than 5 years. The pension fund of OU is being managed by the State Insurance Company of Mauritius Ltd (SICOM Ltd) and the next actuarial valuation report is expected in 2019. Based on the valuation report, needful readjustments or modifications will be carried out to ensure the sustainability of the Pension Fund over the forthcoming years in the best interest of beneficiaries. OU is expecting policy guidelines from competent authorities in view of pension reforms in the public sector.

(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."

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 1 July 2018 to 30 June 2019. Comparative figures relate to the period 1 July 2017 to 30 June 2018.

(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.

3. IPSAS ISSUED BUT NOT YET EFFECTIVE

The Financial Statements comply in all material respects with applicable International Public Sector Accounting Standards.

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 41- Financial Instruments (Effective for accounting period beginning on or after 1 January 2022)

IPSAS 41 prescribe the accounting and disclosure for financial instruments. The objective of this standard is to establish principles for the financial reporting of financial assets and financial liabilities that will present relevant and useful information to users of financial statements for their assessment of the amounts, timing and uncertainty of an entity's future cash flows.

(b) IPSAS 42- Social Benefits (Effective for accounting period beginning on or after 1 January 2022)

IPSAS 42 prescribe the accounting and disclosure for social benefits. The objective of this standard is to improve the relevance, faithful representativeness and comparability of the information that a reporting entity provides in its financial statements about social benefits as defined in this standard. The information provided should help users of the financial statements and general purpose financial reports to assess:

- (i) The nature of such social benefits provided by the entity;
- (ii) The key features of the operation of those social benefit schemes; and
- (iii) The impact of such social benefits provided on the entity's financial performance, financial position and cash flows.

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, are occupying at Le Réduit and Curepipe. The land and buildings have not been accounted for in the Financial Statements.

(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 imated 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 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 Open University will revalue its fleet of vehicles every 3 years.

For the financial year ending 30 June 2019, depreciation was based on the expected remaining useful economic life of the motor vehicles.

Excess depreciation, i.e, difference in depreciation computed on the revalued amount and the original carrying amount was transferred from the revaluation reserve during the financial year ended 30 June 2019. This is shown in the Statement of Changes in Net Assets/ Equity.

(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:-

	No. of years
Audio Visual Equipment	1 to 15
Computer Equipment	2 to 7
Furniture and Fittings, Driveway and Parking area	10
Office Equipment	5 to 10
Motor Vehicles	3 to 7
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.

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.

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.

Intangible assets are amortised so as to write off the cost of intangibles over their estimated useful lives using the straight-line method as follows:-

	No. of years
Rights	5
Production Software	1 to 10
Computer Software	5 to 7
Programme Development	5

4.3 Cash and Cash Equivalents

Cash and cash equivalents 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) or 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 recognised 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.

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 recognised 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 and payment trends, 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.

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.

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 SICOM Ltd. The cost of providing the benefits is actuarially determined using the projected unit credit method.

IPSAS 25 pertaining to pension benefits has been repealed and a new standard on pensions; IPSAS 39 is effective for annual financial statements covering periods beginning on or after 1 January 2018. There have been significant changes to the pension benefit disclosures and these changes being applicable as from 1 July 2018 has major impact on the accounting disclosures and reporting for the financial year 2018/2019 and the preceeding year. Accordingly, the comparative figures have been restated following the remeasurement exercise carried out in line with IPSAS 39.

The main areas of changes are as follows:

Statement of Financial Position

Currently IPSAS permit public sector entities to defer the recognition of certain actuarial gains and losses arising from defined benefit plans (the "corridor approach"). IPSAS 39 removed the "corridor approach". This means that the actuarial gains and losses should be recognized immediately in the Statement of Financial Position. The remeasurements are recognized in Net Assets/ Equity in the period in which they occur. A surplus is recognized as a net defined benefit asset and a deficit as a net defined liability.

Statement of Financial Performance

As regards the Statement of Financial Performance, the two items (interest cost and expected return) will be replaced by a single item: the "Net Interest Expense/ Revenue". For this purpose, the assumption for the discount rate and the expected rate of return on plan assets will be the same.

Other changes:

- (i) More disclosures in terms of description of risk exposure, plan amendments and actuarial assumptions used.
- (ii) Sensitivity analysis, i.e. the effect of a change in each major actuarial assumption on the Defined Benefit Obligation.
- (ii) IPSAS 39 makes explicit the mortality assumptions used to determine the defined benefit obligation are the best estimate of the mortality plan members both during and after employment.

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 SICOM 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.

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 recognised 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

Sale 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.

4.8 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.

Currency Risk

Currency risk arises from purchase of goods, services and receipts of revenue 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 recognised that such risks can never be entirely eliminated and the costs of controls in minimising 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.

4.12 Comparative Figures

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

30-Jun 2019
Rs

30-Jun 2018
Rs

5. CASH AND CASH EQUIVALENTS

Cash at bank	72,544,679	55,913,784
Cash in hand	359,553	215,188
Total	72,904,232	56,128,972

The Open University has no undrawn borrowing facilities.

6. RECEIVABLES AND PREPAYMENTS

Course fees due	15,549,707	15,120,954
Works commissioned by clients	2,047,400	345,758
Affiliation fees prepaid	1,226,663	525,433
Other prepayments	1,163,375	1,730,788
Car Loans (Note 8)	3,915,191	3,879,157
Sundry Debtors	6,516,777	6,038,216
Total	30,419,113	27,640,306

7. INVENTORIES

	Written Down Amount 2019 Rs	Carrying amount at 30 June 2019 Rs	Written Down Amount 2018 Rs	Carrying amount at 30 June 2018 Rs
Materials and supplies	-	2,067,177	-	2,021,049
Finished goods	-	471,704	36,810	517,828
Total	-	2,538,881	36,810	2,538,877

8. RECEIVABLES CAR LOANS

Movement in car loans were as follows:

Amount due as at 01 July	14,554,402	10,901,185
Loans released to staff	5,828,760	6,341,000
Loans refunded by staff	(4,187,277)	(2,687,783)
Amount due as at 30 June	16,195,885	14,554,402
Deduct: Amount falling due within one year	(3,915,191)	(3,879,157)
Amount falling due after one year	12,280,694	10,675,245

9 NON CURRENT ASSETS - PROPERTY, PLANT & EQUIPMENT

	PRODUCTION EQUIPMENT		FURNITURE & FITTINGS, OFFICE EQUIPMENT, DRIVEWAY & PARKING SURFACE		MOTOR VEHICLES		COMPUTER EQUIPMENT		TOTAL	
	30 June 2019	30 June 2018	30 June 2019	30 June 2018	30 June 2019	30 June 2018	30 June 2019	30 June 2018	30 June 2019	30 June 2018
Reporting Period										
Opening Carrying Amount	97,136,117	86,344,952	53,524,494	50,641,114	1,800,000	1,800,000	21,662,041	19,974,675	174,122,652	158,760,741
Additions	10,005,460	10,791,165	3,231,350	3,044,260	1,121,350	-	1,876,070	1,687,366	16,234,230	15,522,791
Disposals	-	-	(493,507)	(160,880)	-	-	-	-	(493,507)	(160,880)
Revaluation	-	-	-	-	-	-	-	-	-	-
Closing Carrying Amount	107,141,577	97,136,117	56,262,337	53,524,494	2,921,350	1,800,000	23,538,111	21,662,041	189,863,375	174,122,652
Opening Accumulated Depreciation	(86,204,872)	(83,810,617)	(39,287,127)	(35,295,594)	(481,844)	-	(16,528,110)	(13,957,150)	(142,501,953)	(133,063,361)
Depreciation for the period	(4,244,767)	(2,394,255)	(4,053,746)	(4,181,883)	(429,449)	(205,178)	(2,400,868)	(2,570,960)	(11,128,830)	(9,352,276)
Transfer from Revaluation Reserve	-	-	-	-	(161,666)	(276,666)	-	-	(161,666)	(276,666)
Prior year adjustment	-	-	-	29,747	-	-	-	-	-	29,747
Disposals	-	-	452,911	160,603	-	-	-	-	452,911	160,603
Closing Accumulated Depreciation	(90,449,639)	(86,204,872)	(42,887,962)	(39,287,127)	(1,072,959)	(481,844)	(18,928,978)	(16,528,110)	(153,339,538)	(142,501,953)
Net Carrying Amount	16,691,938	10,931,245	13,374,375	14,237,367	1,848,391	1,318,156	4,609,133	5,133,931	36,523,837	31,620,699

10 NON CURRENT ASSETS - INTANGIBLE ASSETS

	RIGHTS		PRODUCTION SOFTWARE		COMPUTER SOFTWARE		PROGRAMME DEVELOPMENT		TOTAL	
	30 June 2019	30 June 2018	30 June 2019	30 June 2018	30 June 2019	30 June 2018	30 June 2019	30 June 2018	30 June 2019	30 June 2018
Reporting Period										
Opening Carrying Amount	616,135	616,135	883,342	883,342	5,171,321	5,365,637	38,522,738	32,864,400	45,193,536	39,729,514
Additions	822,849	-	-	-	561,000	-	4,635,439	5,658,338	6,019,288	5,658,338
Prior year adjustment	-	-	-	-	-	(194,316)	-	-	-	(194,316)
Disposals	-	-	-	-	-	-	-	-	-	-
Closing Carrying Amount	1,438,984	616,135	883,342	883,342	5,732,321	5,171,321	43,158,177	38,522,738	51,212,824	45,193,536
Opening Accumulated Amortisation	(590,800)	(546,819)	(868,722)	(839,512)	(5,059,474)	(4,994,726)	(26,337,143)	(19,890,911)	(32,856,139)	(26,271,968)
Amortisation for the period	(188,229)	(43,981)	(1,4597)	(29,210)	(162,499)	(64,748)	(6,400,162)	(6,446,232)	(6,765,487)	(6,584,171)
Disposal	-	-	-	-	-	-	-	-	-	-
Closing Accumulated Amortisation	(779,029)	(590,800)	(883,319)	(868,722)	(5,221,973)	(5,059,474)	(32,737,306)	(26,337,143)	(39,621,626)	(32,856,139)
Net Carrying Amount	659,955	25,335	23	14,620	510,348	111,847	10,420,872	12,185,595	11,591,198	12,337,397

	30-Jun 2019 Rs	30-Jun 2018 Rs
11. PAYABLES		
Course fees prepaid	11,407,335	9,402,353
Accrued expenditure	11,558,359	8,059,715
Course Fees to be refunded	125,959	-
Sundry creditors and prepayments	1,949,547	982,284
Total	25,041,200	18,444,352

12. RECEIVABLES AND PREPAYMENTS

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 were as follows:

	30-Jun 2019 Rs	30-Jun 2018 Rs
Total car loans	16,195,885	14,554,402
Less amount falling due within one year	(3,915,191)	(3,879,157)
Amount due after one year	12,280,694	10,675,245

13. EMPLOYEE BENEFITS

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

	30-Jun 2019 Rs	30-Jun 2018 Rs
Short term:		
Sick leave benefits	5,000,000	4,000,000
Passage benefits	5,000,000	4,000,000
Vacation leave benefits	1,500,000	1,500,000
Total	11,500,000	9,500,000
Long term:		
Sick leave benefits	25,000,000	23,000,000
Passage benefits	5,102,408	7,287,710
Vacation leave benefits	24,724,000	24,547,000
Total	54,826,408	54,834,710

14. PENSION OBLIGATION

The actuarial valuation of the Open University of Mauritius Staff Pension Fund managed by SICOM Ltd as at 30 June 2019, is reported as follows:

	30-Jun 2019 Rs	30-Jun 2018 Rs
Amounts recognised in Statement of Financial Position at:		
Defined benefit obligation	414,616,569	405,927,865
(Fair value of plan assets)	(247,001,456)	(242,813,967)
Liability recognised in the Statement of Financial Position at end of year	167,615,113	163,113,898
Amounts recognised in the Statement of Financial Performance:		
Service cost:		
Current service cost	9,373,765	9,204,915
Past service cost	0	0
(Employee contributions)	(3,843,642)	(3,896,461)
Fund Expenses	224,715	229,370
Net Interest expense/ (revenue)	10,745,546	10,264,945
Amount charged in Statement of Financial Performance	16,500,384	15,802,769
Remeasurement:		
Liability (gain)/ loss	(8,915,807)	7,672,474
Assets (gain)/ loss	4,281,882	(6,310,855)
Net Assets/ Equity (NAE)	(4,633,925)	1,361,619
Total	11,866,459	17,164,388
Movements in liability recognised in the Statement of Financial Position:		
At start of year	163,113,898	153,417,529
Amount recognised in the Statement of Financial Performance	16,500,384	15,802,769
(Contributions paid by employer)	(7,365,244)	(7,468,019)
Amount recognised in NAE	(4,633,925)	1,361,619
At end of year	167,615,113	163,113,898
Reconciliation of the present value of defined benefit obligation		
Present value of obligation at start of period	405,927,865	384,220,666
Current service cost	9,373,765	9,204,915
Interest cost	26,182,347	24,974,343
(Benefits paid)	(17,951,601)	(20,144,533)
Liability (gain)/loss	(8,915,807)	7,672,474
Present value of obligation at end of period	414,616,569	405,927,865
Reconciliation of fair value of plan assets		
Fair value of plan assets at start of period	242,813,967	230,803,137
Expected return on plan assets	15,436,801	14,709,398
Employer contributions	7,365,244	7,468,019
Employee contributions	3,843,642	3,896,461
(Benefits paid + other outgo)	(18,176,316)	(20,373,903)
Asset gain/(loss)	(4,281,882)	6,310,855
Fair value of plan assets at end of period	247,001,456	242,813,967

The plan is a defined benefit arrangement for the employees and it is wholly funded. The assets of the funded plan are held independently and administered by The State Insurance Company of Mauritius Ltd.

Distribution of plan assets at end of period

<i>Percentage of assets at end of year</i>	30-Jun-19 (%)	30-Jun-18 (%)
Government securities and cash	58.7%	59.5%
Loans	3.4%	3.7%
Local equities	13.1%	14.6%
Overseas bonds and equities	24.2%	21.6%
Property	0.6%	0.6%
Total	<u>100%</u>	<u>100%</u>

Additional disclosure on assets issued or used by the reporting entity

<i>Percentage of assets at end of year</i>	30-Jun-19 (%)	30-Jun-18 (%)
Assets held in the entity's own financial instruments	-	-
Property occupied by the entity	-	-
Other assets used by the entity	-	-

Components of the amount recognised in NAE

Year	30-Jun 2019	30-Jun 2018
Currency	Rs	Rs
Asset experience gain/(loss) during the period	(4,281,882)	6,310,855
Liability experience gain/(loss) during the period	<u>8,915,807</u>	<u>(7,671,474)</u>
	4,633,925	(1,360,619)

Year	2019/2020
Expected employer contributions	Rs 7,809,734

(Estimate to be reviewed by the Open University of Mauritius)

Weighted average duration of the defined benefit obligation 12 years
(Calculated as a % change in PV of liabilities for a 1% change in discount rate)

Actuarial Valuation Method

The cost of providing the benefits is determined by the Projected Unit method.

Actuarial Assumptions

The principal assumptions used for the purpose of the actuarial valuation were as follows:

	30-Jun-19	30-Jun-18
Discount rate	6.45%	6.50%
Expected rate of return on plan assets	6.45%	6.50%
Future salary increases	4.00%	4.00%
Future pension increases	3.00%	3.00%
Mortality before retirement	A 6770 Ultimate Tables	
Mortality in retirement	PA (90) Tables	PA (90) Tables rated down by 2 years
Retirement age	As per schedule II in the Statutory Bodies Pension	

The discount rate is determined by reference to market yields on bonds.

Sensitivity Analysis of Assumptions used for the determination of Defined Benefit Obligation

Significant actuarial assumptions for determination of the defined benefit obligation are discount rate, expected salary increase and mortality. The sensitivity analysis below have been determined based reasonably on possible changes of the assumptions occurring at the end of the reporting period.

(i) Discount rate

If the discount rate would be 100 basis points (one percent) higher (lower), the defined benefit obligation would decrease by Rs 45.7M (increase by Rs 55.5M) if all other assumptions were held unchanged.

(ii) Salary growth

If the expected salary growth would increase (decrease) by 1%, the defined benefit obligation would increase by Rs 18.4M (decrease by Rs 20.6M) if all assumptions were held unchanged.

(iii) Life expectancy

If life expectancy would increase (decrease) by one year, the defined benefit obligation would increase by Rs 11.7M (decrease by Rs 11.7M) if all assumptions were held unchanged.

In reality one might expect interrelationships between the assumptions, especially between discount rate and expected salary increases, given that both depends to a certain extent on inflation rates. The analysis above abstracts from these interdependence between the assumptions.

Pension Risks

The Pension plan is exposed to actuarial risk such as: investment risk, interest rate risk, longevity risk and salary risk. The risk relating to death in service benefits is re-insured.

The Open University of Mauritius pension fund is a defined benefit Fund where the pension benefits are based on final pensionable salary at time of retirement and are payable as long as the pensioner survives. These pensions are also adjusted annually to reflect inflation.

The valuation results are therefore based on assumptions of future investment income, salary increases, pension increases and longevity. The results are very sensitive to the assumptions made and will be true only if the assumptions made are borne out in practice. In practice the actual experience may deviate from the assumptions made and have an impact on the financial position of the Fund. Hence, there is a need for further regular valuations.

Given that the uncertainties surrounding salary increases, pension increases and longevity of the pensioners, there are risks as to whether the assets of the fund together with future contributions and investment returns thereon shall be sufficient for the fund to meet these obligations.

The following are the main risks that exist:

(i) Investment Performance

The actual investment return achieved on the assets held could be lower/higher than assumed in the valuation exercise. A decrease in the real returns compared to salary increases will generate future deficit and require increases in rates of contributions and vice versa.

(ii) Salary increases

The salary increases could be higher or lower than that assumed. In case of high salary increases relative to investment returns, this would decrease the real return, creating future deficit and hence require further annual contributions.

(iii) Pension increases and Life Expectancy

In the same manner, post-retirement pension increases have a significant impact on the liabilities of the fund. The higher the increases compared to the return on the assets backing the liabilities, the higher the impact on the pension costs. In addition, the risk is magnified by the impact of improving mortality rates among pensioners. The longer the pensioners live, the higher the pension costs.

(iv) Financial capacity of sponsor

The sponsor (employer) may face unforeseen financial difficulties and be unable to pay contributions or fund for deficits when required.

(v) Legislation and regulation

There may be changes in legislation and regulation governing Pension Funds that might adversely affect the Fund, for example the introduction or increase of taxation, government fees and minimum benefits.

15. REVENUE

15.1 Revenue from Exchange Transaction

	30-Jun 2019 Rs	30-Jun 2018 Rs
15.1.1 Breakdown:		
Course fees (See notes below)	112,308,437	133,002,350
Refund of fees under Free Tertiary Education Scheme (See notes below)	51,968,267	-
Sale of services	17,497,170	12,131,747
Sale of goods	82,275	67,700
UTM Collaboration	1,043,031	3,628,357
Miscellaneous Revenue	51,261	10,000
Disposal of Non Current Asset	-	7,189
Gain on Exchange	1,251	-
Total	182,951,692	148,847,343

15.1.2 Course fees - Scholarship and Discounts

15.1.2.1 The Open University sponsored its academic and key personnel to read for PhD in-house course. The whole tuition fees receivable, amounting to **Rs 732,600** were waived under this policy during the year ended 30 June 2019.

15.1.2.2 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 126,080** was granted as discount under this policy during the year ended 30 June 2019.

15.1.2.3 Two scholarships were granted to prison detainees in the year 2016 and the course fees waived for these scholarships amounted to **Rs 39,000** for the year ended 30 June 2019.

15.1.2.4 Free Tertiary Education

Government introduced the "Free Tertiary Education Scheme" for learners up to first degree level as from January 2019. OU is receiving funding from Government for learners registering for courses up to first degree level.

15.2 Revenue from Non Exchange Transaction

	30-Jun 2019 Rs	30-Jun 2018 Rs
Breakdown:		
Government Recurrent Grant	25,000,000	28,400,000
Capital Grant	14,670,925	13,856,865
National Savings Fund refund	859,522	813,194
Insurance Compensation	54,348	175,633
Research Grant	320,500	-
	40,905,295	43,245,692

16. STAFF COSTS

	30-Jun 2019 Rs	30-Jun 2018 Rs
16.1 Breakdown of Staff Costs:		
Basic Salary	75,806,165	73,588,588
Salary Compensation	1,297,172	545,744
Overtime	5,365,309	4,698,125
Acting and other Allowances	2,284,717	2,434,380
Gratuity	232,720	232,000
Chairman & Board/Committees Fees	1,143,820	1,035,054
End of Year Bonus	6,163,798	5,906,975
Passage Benefits	3,235,537	3,234,231
Pension cost - Defined benefit plan	16,500,384	15,802,769
Contributions - Public Sector Defined Contribution Plan	1,056,662	812,636
Contributions - NPF & FPS	694,621	711,795
Contributions- National Savings Fund	859,532	813,194
Extra Assistance	5,102,722	6,448,433
Sick Leave	6,858,646	4,820,477
Increase in Vacation Leave	999,089	2,885,527
Uniforms Allowance	119,401	107,111
Travelling and Transport	8,885,398	8,702,063
Medical Scheme	693,600	671,200
Insurance Compensation	54,348	175,633
	137,353,641	133,625,935

17. OTHER OPERATING EXPENSES

	30-Jun 2019 Rs	30-Jun 2018 Rs
17.1 Breakdown of Operating Expenses:		
Academic Expenses	35,587,195	20,345,737
Programme Production	2,960,814	1,912,613
Resource Centre	1,307,123	697,568
Marketing	2,725,141	2,015,961
Training and Staff Development	319,435	218,724
Research	673,400	8,298
Insurance	265,977	316,552
Security Services	981,467	1,197,922
Postage & Office Stationery	1,946,430	1,481,315
Telephone, Electricity and Water	5,276,725	4,849,790
Mission Expenses	583,961	446,508
Institutional Links and Membership fees	609,752	765,826
Legal and Professional Charges	642,055	457,050
Motor Vehicle Running Expenses	1,103,111	958,850
Repairs and Maintenance	5,665,334	5,654,667
Hospitality	319,254	246,119
General Expenses	130,520	105,047
Publicity, Advertisement and Recruitment Expenses	343,723	90,258
Setting up of Overseas Study Centre	14,813	16,200
Loss on disposal of assets	40,596	-
Loss on exchange	29,160	6,045
Quality Assurance	174,745	73,547
Collaboration with other Universities	2,609,071	3,401,432
Total	64,309,802	45,266,029
16.1 Included in Operating Expenses are:		
Cost of inventories expensed	8,531,733	6,751,134

18. BUDGET

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.

	Year Ended 30 June 2019 Rs
Revenue	
Actual Revenue as per Statement of Comparison of Budgets and Actual Amounts	223,919,784
Movement in Course fees	(1,610,446)
Movement in Operating revenue	1,547,649
Total Revenue as per Statement of Financial Performance	223,856,987
Expenses	
Actual Expenditure as per Statement of Comparison of Budgets and Actual Amounts	207,632,227
Commitment for the year and other adjustments	11,053,216
Commitment of last period	(6,082,397)
Inventories as at 01 July 2018	2,538,877
Inventories as at 30 June 2019	(2,538,881)
Depreciation & Amortisation	17,894,317
Increase in Sick Leave	6,858,646
Increase in Passage Benefit	3,235,537
Increase in Vacation Leave	999,089
Increase in Pension	9,135,140
Movement in Pension Obligation	(10,267,637)
Other Prepayments	(1,163,375)
Additions to PPE and Intangible assets	(15,875,717)
Programme Development	(3,861,282)
Expenditure as per Statement of Financial Performance	219,557,760

19. BUDGET

19.1 Explanations on difference between the Original and Final Budget

The budget for Financial Year 2018/19 was approved by OU Board on 26 July 2018. The Revised Budget was worked out taking into consideration the actual results for the six months period ended 31 December 2018 and the estimated expenditure for the remaining six months of the financial year. The Revised Budget for the Financial Year 2018/19 was approved by OU Board on 21 March 2019 and also take into consideration the re-allocations carried out during the Financial Year 2018/19. The most significant differences are as follows:

- 19.1.1 Course Fees** - Government introduced the " Free Tertiary Education Scheme" whereby Government refunded the tuition fees to OU for learners enrolling for first degree level as from January 2019 .

- 19.1.2 Additional Capital Grant (NYCBE)** - OU was initially allocated an amount of Rs 7 million for the Special Support Programme (SSP) under the NYCBE vote of the Parent Ministry. Based on the revised estimated cost of the project for the upgrade of Audio-visual equipment, the budgetary provision was revised upwards.
- 19.1.3 Personal Emoluments** - Provision for the filling of vacancies and new posts were reviewed and the budget for personal emoluments was contained with a view to ensure sustainability of the Budget.
- 19.1.4 Cost of Running Office** - The budgetary provision for operating expenditure were reviewed based on actual results and re-allocations carried out during the Financial Year 2018/19. The budgetary provision for exams expenses were reviewed upwards with a view to cater for the cost of foreign examiners in line with recommendations of HEC First Cycle Quality Audit. Provision for collaboration with other Universities was reduced following the decrease in enrolment of learners for the MPH programme.
- 19.1.5 Additions to Non- current Assets** - Additional provision was made for the upgrade of Audio-visual equipment following the review of project estimated cost.

19.2 Explanations on difference between the Final Budget and Actual Amounts

- 19.2.1 Additional Recurrent Grant- NYCBE** - Following Budget Speech 2018, OU was allocated an additional grant of Rs 7M for Special Support Programme (SSP) under the NYCBE Vote of the Parent Ministry. As at June 2019, an invoice amounting Rs 1.6M was sent to the Ministry in respect of production of multi media resources for SSP. The claim was settled in July 2019.
- 19.2.2 Course Fees** - Government introduced the " Free Tertiary Education Scheme" for learners up to first degree level as from January 2019. This led to an increase in learners at Undergraduate level and fees increased by around Rs 26.3M.
- 19.2.3 Other Income** - The increase in other income relates to increase in Application Fees, Exams appeal fees, International Conference and funding from TEC under International Faculty Scheme.
- 19.2.4 Personal Emoluments** - Filling of some vacancies did not materialise and this led to savings under this item. Also some posts were filled in July 2019 though recruitment exercise was conducted prior to the end of financial year.
- 19.2.5 Marking of Assignments/Projects**- Payment for part time tutors were effected in a batch and payment could not be split. There was a legal obligation to settle the payment as the activities have already been carried out.
- 19.2.6 Exams Expenses** - There were pending payments for exams expenses as at 30 June 2019. The payments were effected in July/August 2019 and were accrued in the accounts.
- 19.2.7 Award Ceremonies & Conferences** - Major expenses towards the organisation of e-MIG 2019 conference were effected after the end of financial year.
- 19.2.8 Additions to Non- current Assets** - Payments for capital projects, mainly in relation to the computerisation project was carried forward to the next financial year, as the previous contract was terminated in December 2018.

20. EVENTS AFTER THE REPORTING DATE

There was no event after the reporting date.

21. EMPLOYEE DISCLOSURE

As at 30 June 2019, the Open University had 162 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 29,081,921** was provided to key management personnel for the reporting period as follows:

	30-Jun 2019 Rs	30-Jun 2018 Rs
Director-General	3,010,273	3,091,040
Heads of division/ section	10,674,674	14,658,049
Other senior staff	15,396,974	15,792,476
Total	29,081,921	33,541,565

23. OTHER REMUNERATION AND COMPENSATION TO KEY MANAGEMENT PERSONNEL

During the reporting period, fees totalling Rs 235,600 for tutoring services were paid to key personnel as follows:

	30-Jun 2019 Rs	30-Jun 2018 Rs
Senior Management staff	235,600	316,950

Figures for other remuneration is included in Note 22.

24. BOARD OF DIRECTORS REMUNERATION

	30-Jun 2019	30-Jun 2018
	Rs	Rs
Chairperson fees	358,715	363,855
Other Board Directors fees	241,331	207,046
Total	600,046	570,901

25. RELATED PARTY TRANSACTIONS

For the purpose 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 2018/2019 a total amount of **Rs 278,591** 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.

During the financial year 2018/2019, two staff of the Open University were seconded to the Mauritius National Assembly to assist in the implementation and monitoring of the 'Live Broadcasting of the proceeding of the House Project'. As per practice in the civil service, they were remunerated by Open University during the period of secondment.

26. PRIOR YEAR ADJUSTMENTS

Prior year adjustments have been made to the Financial Statements as follows:

	30-Jun 2019	30-Jun 2018
	Rs	Rs
Derecognition of Asset	-	(164,568)
Reversal of prior year debtors	604,572	(215,670)
Capitalisation of Licence Fee and Internally Generated Software	1,209,157	-
	1,813,729	(380,238)

Annex 1

OPEN UNIVERSITY OF MAURITIUS ACT NO.2 OF 2010

Extracts...

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

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.

Annex 3



CODE OF ETHICS

Vision of the Open University

To be among the best open universities in the world.

Mission of the Open University

Use technology and flexible mode of teaching to serve society, transform lives and make high quality education, lifelong learning, and training accessible to everyone while promoting excellence in research.

Our Values

The Values of the Open University are:

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

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1. INTRODUCTION

This Code of Ethics is a written set of guidelines issued by the Open University, to its employees and stakeholders to help them conduct their actions in accordance with its primary values and ethical standards.

The Open University of Mauritius is committed to the highest standards of ethical conduct in all its activities. OU community has the responsibility to act ethically and in accordance with this Code of Ethics.

Since, its establishment in July 2012, the OU has recognised and acted upon the importance of ethical values that have been embedded in the University regulations.

The Open University Act encompasses well-established ethical policies and procedures relating to our core activities of delivery and assessment of open distance learning courses (Academic), Research, Fundraising and Finance.

2. THE CODE OF ETHICS STRUCTURE

The code describes the ethical conduct grounded in OU's core activities.

The OU Board has an overarching responsibility to keep this code under review. However, for each of the core areas, detailed ethical matters and processes, including the detailed consideration of ethical cases, rest with the University's Ethics Committee.

3. SCOPE

The Code outlines the standards of behaviour expected of all members of the University Staff. It is intended to help and guide staff of OU to conform to the highest professional standards and work ethics. The Code should be read in conjunction with OU Act, policies and procedures. It requires compliance by all members of OU Staff: These include the following categories:

Academic and Non-Academic staff members who are employed by OU under regular or other employment contracts. It excludes the Code of Conduct of Learners.

This code sets the standard of professional conduct expected from each member of staff.

4. AIM

Code of Ethics are fundamental to the OU values. The primary purpose of the Code of Ethics is to maintain a professional and safe environment in which the OU community can work and learn to promote a culture of fair and ethical behaviour while ensuring that the University meets its obligations.

5. STANDARDS OF INTEGRITY

OU staff members must maintain high standards of integrity by upholding fundamental values that include respect for the rights, differences and dignity of others, honesty and integrity in all dealings, accountability for actions and conduct in the workplace and compliance with the University regulations.

6. PERSONAL AND PROFESSIONAL BEHAVIOUR

All staff must:

- 6.1 maintain and develop knowledge and understanding of their area of expertise or professional field;
- 6.2 exercise their best professional and ethical judgement as well as carry out their duties and functions with integrity and objectivity;
- 6.3 act diligently, ethically and conscientiously;
- 6.4 act fairly and reasonably, and treat students, staff, visitors of the University as well as members of the public with respect, impartiality, courtesy and sensitivity;
- 6.5 avoid conflicts of interest;
- 6.6 maintain a co-operative and collaborative approach to working relationships; and
- 6.7 comply with existing rules and regulations, policies of the University and professional codes of conduct and practice, including in relation to: – the conduct of research; confidentiality and privacy of information; equal opportunity; health and safety policies and practices; efficient and effective use of University resources including information communication and technology resources; and protection of the University's interests in intellectual property arising from its teaching and research;
- 6.8 ensure that their personal appearance, dress and presentation are clean, tidy and appropriate for their work role;
- 6.9 not consume alcoholic drinks and smoke on Open University premises;
- 6.10 not accept gifts, and
- 6.11 never disclose any information related to the University without the consent of the Director-General.

7. ACADEMIC INTEGRITY

The University strives to maintain the highest standards in all its teaching and research. Staff members must not conduct themselves in ways that may undermine the academic standards of its awards or the integrity and dissemination of its investigations. Examples of inappropriate conduct and breaches of Academic Integrity include but are not limited to the following:

- 7.1 granting undue favours to students;
- 7.2 receiving undue favours from students in exchange for academic favours;

- 7.3 disclosing personal information related to staff or students without their consent;
- 7.4 violation of University policies related to research and academic honesty including those guiding the conduct of tutorials, examinations and assessment and
- 7.5 engaging in plagiarism evidenced in published or unpublished research manuscripts.

8. DISCLOSURE OF INFORMATION

In the performance of their official duties, all employees of OU have access to confidential information or other confidential documents. They shall ensure that confidential information to which they may have access are not disclosed. Employees must not disclose any information gained by them as a result of their employment to any unauthorised person or to the public, orally or in writing, without the prior approval, in writing, of the Director General. An employee authorised to report an information shall ensure that it is being done without causing prejudice to the organisation.

No officer shall have access to records relating to him, or in any circumstances, take copies of either minutes or correspondence contained in such records or else they may be liable to disciplinary action. They shall not, in any case whatsoever, misuse such information for their private interests.

OU employees shall be bound by, and shall continue to observe their duty of confidentiality after they leave the service.

OU employees are not allowed to keep photocopies of any document and file of OU with them at office or at their residence without any prior approval in writing of the Director-General.

Members of staff are not allowed to talk about OU to the press or in any gathering including workshops, conferences and congress without the approval in writing of the Director-General.

9. CONFLICT OF INTEREST

Conflict of Interest is defined as "A situation in which an individual's financial, professional or other personal considerations may directly or indirectly affect, or have the appearance of affecting, his or her professional judgement in exercising any official duty or responsibility."

Employees of the University and other community members shall conduct themselves in an honest and fair manner and shall not make any personal use or gain from University property or knowledge gained from their position.

Whenever necessary, they should declare their interest in writing to the Director-General.

10. INTELLECTUAL PROPERTY

All staff must comply with the intellectual property regulations as specified in the OU General Rules.

11. USE OF UNIVERSITY RESOURCES

11.1 All OU resources must be utilised for business purposes only and may not be used for personal gain or use. These include all office equipment, telephone and resources at the disposal of staff.

11.2 OU members have an obligation to act in the best interest and not let outside activities or interests interfere with their duties.

12. EQUAL OPPORTUNITY

The Open University recognises that its employees are its most valuable resources and it shall therefore ensure that all its employees are treated fairly, with respect, dignity and equity. At the Open University, we strive to ensure that equal opportunity is a reality that our faculty, staff, and students can work and study in an environment free of unlawful harassment and discrimination.

The University discourages discrimination and harassment and provides equal opportunities for all its members, irrespective of their race, religion, gender, and any other characteristic protected by law.

13. WORKPLACE SAFETY

The Open University has an obligation under the Occupational Health and Safety Act 2006 to provide a safe and healthy working environment. OU Officers have an obligation to take steps to protect their own health and safety and that of their colleagues, students and visitors.

OU Employees must observe risk management, health safety, security and personal protective equipment procedures and requirements. They must identify and report hazards promptly and supervisors must ensure risks are eliminated or controlled in line with Health and Safety policy of Open University.

14. STATEMENT TO THE PRESS AND SOCIAL MEDIA

OU employees should not, without written approval of the Director-General, provide to the news media, social media, publish any information, or make public statements relating to the policies, activities, processes and documents of the Open University.

15. COMPLIANCE WITH THE CODE

All Members of the OU Staff are accountable for their actions, and as members of the University community, are collectively responsible for upholding professional standards of behaviour. They must conduct their duties in compliance with the University Rules & Regulations and Policies.

16. ETHICS COMMITTEE

The Ethics Committee deals with all reports, complaints, problems and matters arising from this code of Ethics within the Open University of Mauritius. The Ethics Committee will ensure that this code is kept updated and provide advice on all matters pertaining to the Code. The exact role, powers and members of the Ethics Committee will be defined by the University Board.

This Code of Ethics and the matter contained herein are neither a contract of employment nor a guarantee of continuing policy. This Code may be amended or supplemented from time to time, with or without notice, by the Ethics Committee.

CODE OF ETHICS FOR OU STAFF

Appendix

EMPLOYEES COMMITMENT FORM

I,....., holding the post ofat the Open University of Mauritius confirm having read and understood the Code of Ethics of the Open University of Mauritius, I hereby undertake to commit to uphold the values of personal integrity and fairness while complying to all the provisions stated in this Code. I will maintain the highest ethical standards in all my actions.

.....

Date

.....

Signature

