



Republic of Mauritius

**Review of  
Pay and Grading Structures  
and Conditions of Service in the Public Sector**

*(Civil Service, Parastatal and other Statutory Bodies, Local  
Authorities and Rodrigues Regional Assembly)*

**and**

**The Private Secondary Schools**

**Volume II**

**Part III**

**Local Authorities**

**Pay Research Bureau  
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**THIS PART IS A CONTINUATION**

**OF**

**VOLUME I**

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## **LOCAL AUTHORITIES**

### **INTRODUCTION**

1. The Local Authorities in Mauritius fall under the portfolio of the Ministry of Local Government. The Ministry is responsible for general administration and for providing appropriate support and guidance to enable the Local Authorities to carry out their functions and responsibilities under the Local Government Act.
2. There are five Municipal Councils, four District Councils and 124 Village Councils in the country. The functioning of these Councils is governed by the Local Government Act 1989 and the Local Government Act 2003 which has been partly proclaimed. The Ministry, on its part, has a major role in coordinating the activities of the Local Authorities in line with Government's policy to establish parity development in both urban and rural areas.
3. The Permanent Secretary of the Ministry of Local Government is the responsible officer of the nine Chief Executives posted in the different Local Authorities and has to ensure their participation and support for the efficient and effective management of the Local Authorities.
4. The vision of the Ministry of Local Government is to foster a vibrant local democracy; promote effective, transparent and proactive delivery of services by Local Authorities; and bridge the development divide between rural and urban areas. Its mission is to ensure that Local Authorities adhere to the principle of good governance and to empower them to manage the affairs of the local communities efficiently and effectively.
5. Strategic actions currently taken by the Ministry include the reviewing of the legal framework of the Local Government Sector; assisting in the setting up of a more business-friendly environment by streamlining procedures in the field of permit delivery by Local Authorities; capacity building of staff of both the Ministry and the Local Authorities through the organisation of various training programmes; implementation of an E-Business Plan for Local Authorities to use ICT as a leverage for enhancing service delivery; and providing appropriate support to Local Authorities in the development of infrastructural facilities.

### **Municipal Councils**

6. The five Municipal Councils are those of Port Louis, Beau Bassin-Rose Hill, Curepipe, Quatre Bornes, and Vacoas-Phoenix. The activities of each Council are organised under the following seven Departments: Chief Executive, Treasury, Works, Planning, Welfare, Health and Library, exception made, however, of Port Louis and Curepipe where there also exists an eighth one known as the Parks and Gardens Department.

### **District Councils**

7. With regard to the District Councils, these are the Black River District Council, the Grand Port-Savanne District Council, the Moka-Flacq District Council and the Pamplemousses-Riviere du Rempart District Council. The activities of all the District Councils are organised under the following six Departments: Chief Executive, Treasury, Works, Planning, Health, and Welfare. A number of Village Councils operates under the jurisdiction of each District Council.

### **Structure of the Report**

8. As in the 2003 PRB Report, we deal in the first instance with the general recommendations which, in one way or the other, have implications on almost all the Municipal Councils and thereafter with specific recommendations, if any, pertaining to each Council. We have adopted the same approach for the District Councils.
9. In short, the initial part deals with the general literature and recommendations in respect of each department of the Municipal Councils followed by specific structural recommendations, if any, and the salary recommendations pertaining to each Municipal Council.
10. Similarly, the second part of the Report deals with the general write-up and recommendations in respect of each department of the District Councils followed by specific structural recommendations, if any, and the salary recommendations pertaining to each District Council.
11. In this Report, we are making appropriate recommendations to standardize structures, wherever appropriate; review the qualification requirements of grades in the managerial structure to further ease recruitment; restyle the grades in the managerial levels to reflect the provisions of the Local Government Act of 2003; and provide an alternative means to tackle recruitment and retention problems in the grade of Attorney. We are also making recommendations to strengthen the structures of the Human Resources Development Section; redesign the General Services cadre and the Internal Audit Section in the Chief Executive's Department and the structure of the Treasury at the technical and supportive levels for all Local Authorities along similar lines as what obtain generally in the Civil Service; provide the Planning Department with a standard structure; redesign the manual grades to render them polyvalent and multi-functional to the extent that is possible; and review the pattern of work of grades involved in refuse collection while at the same time strengthening supervision.
12. **However, the implementation of standardised structures in the Local Authorities should be done in a gradual manner based solely on needs and operational requirements, subject to availability of funds.**

### Consequential Structural Changes

13. In general, structural changes effected in the Personnel cadre, Purchasing and Supply cadre, Finance cadre, Internal Control cadre and the Workmen's Group in the Civil Service have, as appropriate, been extended to the Parastatal Bodies, Local Authorities and Rodrigues Regional Assembly. **These changes are dealt with in details in the relevant Chapters of Volume II Part I of this Report.**

### Alignment of Schemes of Service

14. Where the salaries of identical/comparable grades in Parastatal Bodies and Local Authorities have been aligned on those of the Civil Service, **the schemes of service of these grades should, wherever relevant, be amended along the lines of counterparts in the Civil Service.**
15. In the general literature dealing respectively with the Municipal Councils and the District Councils, we have, wherever possible, defined and spelt out clearly the goals, objectives and future orientations of each relevant department and have emphasized the link between their mandate and the pay and grading structures - a link primordial in the context of the drive to inculcate a Performance Management Culture in the Public Sector. In defining the mandates, we have had the collaboration and inputs from parties, more particularly management, which we acknowledge.
16. Hereunder is the list of Municipal Councils and District Councils together with their respective salary codes.

<b>Municipal Council</b>	<b>Code</b>
Port Louis	PL
Beau Bassin-Rose Hill	BRH
Curepipe	C
Quatre Bornes	QB
Vacoas-Phoenix	VP

The codes for the various departments within each Municipal Council are as follows:

<b>Department</b>	<b>Code</b>
Chief Executive	CE
Treasury	T
Works	W
Planning	P
Welfare	WEL
Health	H
Library	L
Parks and Gardens	PG

Each District Council has a specific salary code as follows:-

<b>District Council</b>	<b>Code</b>
Black River	BR
Grand Port-Savanne	GS
Moka-Flacq	MF
Pamplemousses-Riviere du Rempart	PR

The codes for the six departments in each District Council and that of Village Councils are as follows:

<b>Department</b>	<b>Code</b>
Chief Executive	CE
Treasury	T
Works	W
Planning	P
Health	H
Welfare	WEL
Village Councils	V

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## **1. MUNICIPAL COUNCILS**

### **CHIEF EXECUTIVE'S DEPARTMENT**

- 1.1 The Chief Executive's Department *formerly Town Clerk's Department* is responsible for the overall affairs of the Council. It coordinates the activities of all the Departments and ensures implementation and follow-up of all decisions taken by the Council.
- 1.2 The organisation structure of the Chief Executive's Department in the Municipal Councils generally comprises several sections, namely Human Resources Development, Correspondence, Committee, Internal Audit, Information Technology, and Legal.
- 1.3 The Chief Executive *formerly Town Clerk* heads the administration of a Municipal Council and is assisted in administrative functions by a Deputy Chief Executive *formerly Deputy Town Clerk* and Assistant Chief Executives *formerly Assistant Town Clerks*.
- 1.4 The Chief Executive is responsible, *inter alia*, to execute the statutory duties laid down in the Local Government Act, the Local Government Service Commission Act and other legislation relating to municipal activities; to initiate action to ensure that the provisions of Local Government legislation are implemented; and for conducting negotiations with trade unions. He is also responsible to advise the Council on all matters falling within the purview of Local Government Legislation; to ensure that decisions taken by the Council are executed and monitored; and for the overall administration of the Municipal Council including the management of municipal funds and the coordination of works in all municipal departments and sections.
- 1.5 In the 2003 PRB Report, we reviewed the qualification requirements of the managerial positions to resolve the problems encountered by the Local Government Service Commission to fill vacancies at managerial levels, thus widening the field of recruitment and allowing mobility within the Local Government Service; provided for the establishment of an Information Technology Section; professionalized the personnel management function with a properly structured Human Resources Development Section; and created the grade of Attorney to head the Legal Section in Municipal Councils where such an arrangement was not in place.
- 1.6 In this Report, we are reviewing the qualification requirements of grades in the managerial structure to further ease recruitment; restyling the grades at the managerial levels to reflect the provisions of the Local Government Act of 2003; providing an alternative means to tackle recruitment and retention problems in the grade of Attorney; and strengthening the structures of the Human Resources Development Section and the Internal Audit Section.



## Restyling of Grades at Managerial Levels

- 1.7 The Local Government Act 2003 provides that the Head of Local Authority be named 'Chief Executive' and the Local Government Service Commission has consequently recommended that the grades of Town Clerk and Deputy Town Clerk in Municipalities and the grades of Secretary and Deputy Secretary in District Councils be restyled Chief Executive and Deputy Chief Executive respectively. We are, therefore, making appropriate recommendations in this Report to reflect the provisions of the Act.

### Recommendation 1

- 1.8 **We recommend that the grades of Town Clerk and Deputy Town Clerk in the Municipal Councils be restyled Chief Executive and Deputy Chief Executive respectively.**
- 1.9 In line with the foregoing recommendations concerning the restyling of grades at managerial levels in the Municipal Councils, we are making similar recommendation for the grade of Assistant Town Clerk.

### Recommendation 2

- 1.10 **We recommend that the grade of Assistant Town Clerk in the Municipal Councils be restyled Assistant Chief Executive.**

## Managerial Structure

- 1.11 As indicated earlier, in the 2003 PRB Report, we reviewed the entry qualification requirements for appointment to the grades of Chief Executive, Deputy Chief Executive and Assistant Chief Executive as the Local Government Service Commission was encountering difficulties in filling vacancies at these managerial levels.
- 1.12 Presently, appointment to the grade of Chief Executive is made, *inter alia*, by selection from among Deputy Chief Executives possessing the prescribed qualifications and reckoning five years' experience in the grade. Appointment to the grade of Deputy Chief Executive is made by selection from among officers in the grade of Assistant Chief Executive and reckoning at least six years' experience in the grade. Appointment to the grade of Assistant Chief Executive is made by open competition from among candidates possessing a post 'A' level degree and by limited competition from among officers not below the grade of Senior Clerk possessing a Diploma in Management or related field and reckoning 10 years' service.
- 1.13 It has been represented that the length of experience required for promotion to managerial posts at the different levels should be shortened as serving officers within the Local Authorities, though possessing the required academic qualifications, cannot be promoted to the next respective higher grades as they do not have the prescribed length of experience.

- 1.14 To remedy the situation and to facilitate recruitment, we are amending the schemes of service of these grades accordingly.

**Recommendation 3**

- 1.15 **We recommend that the qualification requirements for appointment to the grade of Assistant Chief Executive through the limited competition leg be amended such that officers not below the grade of Executive Officer *formerly Senior Clerk* possessing a Diploma in Management or related field should now reckon seven years' service instead of 10. We, however, recommend that the qualification requirement of a post 'A' level degree applicable under the open competition leg be maintained.**

**Recommendation 4**

- 1.16 **We recommend that the qualification requirements for appointment to the grade of Deputy Chief Executive be amended such that Assistant Chief Executives possessing the prescribed qualification should now reckon at least five years' experience in the grade instead of six.**

**Recommendation 5**

- 1.17 **We also recommend that the qualification requirements for appointment to the grade of Chief Executive be amended such that Deputy Chief Executives should now reckon four years' experience in the grade instead of five.**

**Chief Executives in Local Authorities**

- 1.18 In the 2003 PRB Report, we recommended that appointment to or assignment of duties in the grades at certain level of responsibility in the Civil Service could be made on a contractual basis with specified performance targets, and a public officer if appointed to/assigned duties in these positions may, on retirement, benefit from the pensionable emoluments on certain conditions and that consideration be given to the appointment of Chief Executive of Local Authorities along similar lines.

- 1.19 This recommendation has been implemented.

**Recommendation 6**

- 1.20 **We again recommend that the appointment of Chief Executives in Local Authorities should continue to be made along similar lines as obtaining for senior positions in the Civil Service.**

## **Legal Section**

### *Attorney*

- 1.21 In the 2003 PRB Report, we recommended that the grade of Attorney be created on the establishment of Municipal Councils where such a grade did not exist.
- 1.22 However, it has been represented that difficulties have been encountered to fill vacancies in the grade of Attorney on a full-time basis – it has become impossible to retain a full-time Attorney for long and there has been no or poor response when advertising the post. It has been suggested that, as an alternative measure, it would prove more convenient to resort to the services of Attorney on a part-time basis to tackle the problem of shortage.
- 1.23 While we are maintaining the salary recommendation for Attorney (Full-Time) to cater for such enlistment in case the situation of shortage eases, we are equally providing the remuneration for Attorneys employed on a part-time basis to deal with the present situation. Attorneys employed on a part-time basis would be required to put in a minimum of 10 hours weekly.**

### *Allowance to Attorney*

- 1.24 Attorneys on the permanent and pensionable establishment of Municipal Councils are currently entitled to an all-inclusive yearly allowance of Rs 14,900 to cover certain items of expenditure related to the exercise of the profession, on the same basis as the State Attorneys of the Attorney-General's Office. We are reviewing the quantum of the allowance.

## **Recommendation 7**

- 1.25 We recommend that the all-inclusive yearly allowance payable to Attorneys on the permanent and pensionable establishment of Municipal Councils be revised to Rs 20000.**

### *Prosecution Duties*

- 1.26 With the Legal Section becoming fully manned in the wake of the recommendations made to ease the recruitment of Attorneys and the redesign of the Usher cadre in the Treasury, the payment of the fee on a per case basis to officers designated to act as Prosecutor should be gradually phased out. However, pending the recommended mechanism becoming fully operational, we are revising the quantum.

## **Recommendation 8**

- 1.27 We recommend that, pending the recommended mechanism becoming fully operational, the fee of Rs 100 per case payable to officers designated to act as Prosecutor be revised to Rs 120 per case.**

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**Human Resource Management Section *formerly Human Resources Development Section***

- 1.28 In the 2003 PRB Report, we professionalized the personnel management function in the Local Authorities and renamed the Personnel Section the Human Resources Development Section. We also created a grade of Human Resources Development Officer in each Municipal Council to head the Section. Appointment to the grade is made by open competition from among holders of a Degree in Human Resources Management reckoning at least two years' relevant post qualification experience and by limited competition from among serving Personnel Officers of the Local Government Service having four years' service in a substantive capacity in the grade.
- 1.29 It has now been reported that the post-qualification experience acquired by incumbents who join the grade of Human Resources Development Officer through the open competition channel is not always relevant to the public sector and that experience in the public sector would be desirable.
- 1.30 We are reviewing the scheme of service of the grade of Human Resources Development Officer in the Local Authorities to make post qualification experience in the Public Sector desirable and restyling the grade to be in line with what obtains in the civil service.

**Recommendation 9**

- 1.31 **We recommend that the scheme of service of the grade of Human Resource Management Officer *formerly Human Resources Development Officer* in the Local Authorities be amended to make post qualification experience in the Public Sector desirable for outside candidates.**
- 1.32 **We further recommend that Human Resource Management Officers and Senior Human Resource Officers *formerly Personnel Officers* who do not have an exposure of the Public Sector should, subject to the exigencies of the service, be given attachment to Government Ministries/ Departments for up to, say, three months to enable them to get the required experience for proper performance.**

**Human Resource Officer (New Grade)**

- 1.33 Over the years, the duties and responsibilities of the Human Resource Management Section *formerly Human Resources Development Section* have increased significantly. It has been submitted that there is need to further strengthen the section with an additional layer at the supportive level.

**Recommendation 10**

- 1.34 **We recommend the creation of a grade of Human Resource Officer on the establishment of all Municipal Councils. Appointment thereto**

**should be made by selection from among officers holding a substantive appointment in the grades of Executive Officer and Higher Executive Officer possessing a Diploma in Human Resource Management (HRM) or an alternative equivalent qualification.**

- 1.35 Incumbent would be responsible, *inter alia*, for providing, in accordance with standing rules and regulations, advice and assistance on all personnel policies and other related matters; supervising and providing proper guidance and training to junior staff; performing duties of Secretary of Committees/Boards concerning personnel matters; and participating in job inspection exercises with a view to keeping staffing requirements under constant review.

#### **Internal Control Cadre**

- 1.36 The Internal Audit cadre in the Local Authorities generally comprises the following grades, namely Assistant Internal Auditor, Internal Auditor and Internal Auditor (Qualified). However, the structure is not standard in all the Local Authorities and the manning level varies from one council to another.
- 1.37 The Local Government Service Commission has submitted that there is need to redesign the structure of the Internal Audit cadre in the Local Authorities and to restyle the existing grades along similar lines obtaining in the Civil Service.
- 1.38 With the new arrangement, the existing grade of Internal Auditor (Qualified) would no longer be required and would gradually be phased out.

#### **Recommendation 11**

- 1.39 **We recommend the creation of a standard Internal Control Cadre comprising the grades of Internal Control Officer, Senior Internal Control Officer and Principal Internal Control Officer on the establishment of all Local Authorities.**
- 1.40 **We also recommend that the grades of Assistant Internal Auditor and Internal Auditor on the establishment of all Local Authorities be restyled Internal Control Officer and Senior Internal Control Officer respectively.**
- 1.41 **We further recommend that:**
- (a) **appointment to the grade of Internal Control Officer *formerly Assistant Internal Auditor* should be made by selection from among serving officers who hold a substantive appointment and who have successfully completed all papers of Fundamentals (Knowledge) (*formerly Part I of the ACCA*) and paper F4 of Fundamentals (Skills) (*formerly Part II of the ACCA*) or have**

obtained the Certificate in Business Accounting (Foundation Level) of the CIMA Examinations (New Syllabus) or equivalent qualification;

- (b) promotion to the grade of Senior Internal Control Officer *formerly Internal Auditor* should be on the basis of experience and merit of officers in the grade of Internal Control Officer who reckon at least two years' service in a substantive capacity in the grade and who have successfully completed all Papers of Fundamentals (Knowledge) (*formerly Part I of the ACCA*) and obtained passes in Papers F4, F5 and F6 of the Fundamentals (Skills) (*formerly Part II of the ACCA*) or possess the Certificate in Business Accounting (Foundation Level) and have obtained passes in Papers P1, P7 and P8 of the Advanced Diploma in Management Accounting (Managerial Level) of the CIMA Examinations (New Syllabus) or equivalent qualification; and
- (c) promotion to the grade of Principal Internal Control Officer should be on the basis of experience and merit of officers in the grade of Senior Internal Control Officer who reckon at least two years' service in a substantive capacity in the grade.

1.42 Incumbent in the new grade of Principal Internal Control Officer would be required to, *inter alia*, review daily progress sheets submitted by Senior Internal Control Officers and Internal Control Officers; guide Senior Internal Control Officers in the preparation of working paper files; liaise with officers of other organisations responsible for internal control; train, supervise and provide guidance to internal control staff; and assess the quality of audit.

#### **Internal Auditor (Qualified)**

1.43 With the creation of the new grade of Principal Internal Control Officer on the establishment of Local Authorities, the grade of Internal Auditor (Qualified) would no longer be required. However, in Local Authorities where such a grade exists, the incumbent would continue to assume full responsibility of the Internal Control function and the grade of Principal Internal Control Officer should not be created.

#### **Recommendation 12**

1.44 **We recommend that the grade of Internal Auditor (Qualified), if any, on the establishment of Local Authorities should be made evanescent and be abolished on vacancy. We have provided personal salaries for the officers in post.**

#### **Non-Qualified Internal Auditor**

1.45 Since the 1993 PRB Report, non-qualified Internal Auditors who as at 30 June 1993 reckoned at least eight years' service as Internal Auditor are

allowed to proceed in the salary scale recommended for qualified Internal Auditor.

### **Recommendation 13**

- 1.46 We again recommend that non-qualified Internal Auditors who as at 30 June 1993 reckoned at least eight years' service as Internal Auditor should be allowed to proceed in the salary scale recommended for qualified Internal Auditor.**

### **General Services Cadre**

- 1.47 The General Services cadre in the Local Authorities comprises the grades of Clerk, Senior Clerk and Head Clerk, and the officers in the cadre provide support services to all the Departments of the Council.
- 1.48 The Local Government Service Commission has submitted that there is need to redesign and restyle the existing grades of Clerk, Senior Clerk and Head Clerk in the support services of all Local Authorities along similar lines currently obtaining in the Civil Service.
- 1.49 We are, therefore, redesigning the General Services cadre for all Local Authorities accordingly. However, these changes may have, should the need arise, to be reviewed at a later stage in the light of structural changes being recommended for implementation in the Civil Service.

### **Recommendation 14**

- 1.50 We recommend that the grades of Clerk, Senior Clerk and Head Clerk on the establishment of all Local Authorities be restyled Clerical Officer/Higher Clerical Officer, Executive Officer and Higher Executive Officer respectively.**
- 1.51 We further recommend that-
- (a) **appointment to the grade of Clerical Officer/Higher Clerical Officer should be made by selection from among candidates possessing a Cambridge School Certificate with credit in at least five subjects including English Language, French and Mathematics and a Cambridge Higher School Certificate with passes in at least two subjects at Principal Level;**
  - (b) **appointment to the grade of Executive Officer should be made by selection from among officers in the grade of Clerical Officer/Higher Clerical Officer who hold a substantive appointment and reckon at least four years' service as from the date they joined service; and**

- (c) **promotion to the grade of Higher Executive Officer should be on the basis of experience and merit of officers in the grade of Executive Officer.**

**Attendant Cadre**

- 1.52 At present, the Office Attendant cadre in all Local Authorities consists of two levels, namely the grades of Office Attendant and Senior/Head Office Attendant, while the Office Attendant cadre in the Civil Service comprises the following three levels: Office Attendant, Senior Office Attendant and Head Office Attendant. The Hall Attendant cadre also exists on the establishment of certain Municipal Councils and it consists generally of two levels, namely the grades of Sub-Hall Attendant and Hall Attendant. In addition, the Local Authorities even have on their establishment a variety of isolated grades, namely Stadium Attendant, Caretaker (Theatre and Salles des Fêtes), Caretaker/Attendant, Market Attendant and Village Hall Attendant.
- 1.53 Representations have been received from different quarters for the alignment of the Office Attendant cadre and the Hall Attendant cadre in the Local Authorities on the same line as what is obtaining in the Civil Service.
- 1.54 The Local Government Service Commission and the Ministry of Local Government, on their part, are of the view that there should be a uniform and single structure for the Attendant cadre under the Chief Executive's Department for the sake of efficiency, polyvalency and greater flexibility in the posting of workers and a reduction in the multiplicity of grades in the Local Authorities.
- 1.55 We are making appropriate recommendations to that end.

**Recommendation 15**

- 1.56 **We recommend that an Attendant Cadre consisting of the following three grades: Attendant, Senior Attendant and Head Attendant be created on the establishment of the Chief Executive's Department of all Local Authorities.**
- 1.57 **We recommend that the grades of Office Attendant and Sub-Hall Attendant and those of Senior/Head Office Attendant and Hall Attendant be restyled respectively Attendant and Head Attendant. Other isolated grades appearing on the establishment of the different Local Authorities have been restyled Attendant in the salary schedules of the Chief Executive's Department of their respective Local Authorities.**
- 1.58 **We further recommend that, with the establishment of the new structure, promotion to the grades of Senior Attendant and Head Attendant should be on the basis of experience and merit of officers in the grades of Attendant and Senior Attendant respectively.**



- 1.59 The Senior Attendant would, *inter alia*, assist the Head Attendant in supervising and controlling the work of Attendants.

#### **General Services Grades**

- 1.60 All general services grades such as executive, clerical, secretarial and messengerial appearing under the different departments of the Local Authorities have been transferred to the Chief Executive's Department. The officers in these grades are required to service all the departments/sections of the Council and are transferable.

- 1.61 This is crucial for the sake of efficiency and greater flexibility in the posting of employees to render them multi-functional and polyvalent.**

#### **Future Entrants to the Grades of Clerical Officer/Higher Clerical Officer, Word Processing Operator, Driver and General Worker**

- 1.62 In line with the caution expressed at Chapter 24 of Volume 1 of this Report, we recommend that future entrants to the grades of Clerical Officer/Higher Clerical Officer and Word Processing Operator, who should be exclusively holders of the Higher School Certificate or equivalent qualification, should proceed incrementally in the respective salary scales up to salary points Rs 16600 and Rs 16000. Similarly, future entrants to the grades of Driver and General Worker should proceed incrementally in the respective salary scales up to salary points Rs 12900 and Rs 9200.**

#### **Other Recommendation**

- 1.63 In the 2003 PRB Report, it was recommended that employees of Local Authorities possessing (a) a post SC degree as at 30 June 2003 and (b) who have been called upon to perform regularly the duties of a higher grade requiring a post 'A' level degree should be considered for appointment thereto though they do not possess the 'A' level.

#### **Recommendation 16**

- 1.64 We recommend that employees of Local Authorities possessing (a) a post SC degree as at 30 June 2003 and (b) who have been called upon to perform regularly the duties of a higher grade requiring a post 'A' level degree should continue to be considered for appointment thereto though they do not possess the 'A' level.**

### **TREASURY**

- 1.65 The Treasury of Municipal Councils has overall responsibility of the financial affairs of the Council and, *inter alia*, ensures efficient and effective financial

control systems, purchase of goods and services, handling of cash, collection of revenue and safeguard of assets.

- 1.66 The organisation structure of the Treasury in the Municipal Councils generally comprises four main sections, namely Income, Expenditure, Pay Administration and Stores.
- 1.67 The Financial Controller heads the Treasury of a Municipal Council and is assisted in his professional functions by a Principal Accountant and an Accountant. At the technical and supportive levels, the number of grades and the grade appellations differ from one Municipal Council to another. The structure encompasses such grades as Head of Section, Accounting Technician, Senior Cashier, Cashier, Controlling Officer, Revenue Collector, Revenue Collector (Courts), Receiving Cashier, Senior Clerk Establishment, Bookkeeper and Paying Clerk, and Income Clerk.
- 1.68 In the 2003 PRB Report, we streamlined the structure of the Treasury in the Municipal Councils at the professional level by providing for a standard three-level hierarchy comprising grades of Accountant, Principal Accountant and Financial Controller in replacement of the grades of City Treasurer and Deputy City Treasurer in the Municipal Council of Port Louis and Treasurer and Deputy Treasurer in the other Municipal Councils. The transition was done in a gradual manner with personal salaries granted to officers in post pending their absorption in the new structure or their grades becoming evanescent.
- 1.69 In the context of this review, both the Staff Associations and the Local Government Service Commission have submitted that there is need to redesign and restyle the existing grades at the technical and supportive levels in the Treasury in all Local Authorities with a view to standardising and aligning them with what is obtaining in the Civil Service. The Ministry of Local Government also supports the proposal.
- 1.70 An in-depth study of the structure of the Treasury at the technical and supportive levels has revealed the following features:-
- There is a multiplicity of grades
  - The officers generally operate in silos i.e. in watertight compartments with job appellations specific to the sections where they are posted
  - The officers are not multi-functional and polyvalent in practice, and hence are not easily transferable from one section to another within the Treasury
  - There are on the establishment of certain Municipal Councils a number of individual/isolated grades outside the main stream with no career opportunities

- 1.71 It is against such a background that we have redesigned the structure of the Treasury at the technical and supportive levels for all Local Authorities along similar lines obtaining in the Civil Service and provided for a standard structure comprising grades of Assistant Financial Operations Officer, Financial Operations Officer and Senior Financial Operations Officer.
- 1.72 To facilitate transition, officers in post have been made, to the extent that is possible, to integrate the new structure at the appropriate levels taking into consideration duties and responsibilities, qualification requirements and the current level of operations. In all other cases, personal salaries have been granted and the grades made evanescent.

**Recommendation 17**

- 1.73 We recommend the creation of a standard Financial Operations Cadre comprising the grades of Assistant Financial Operations Officer, Financial Operations Officer and Senior Financial Operations Officer on the establishment of all Local Authorities.**

**Assistant Financial Operations Officer (New Grade)**

**Recommendation 18**

- 1.74 We recommend that appointment to the grade of Assistant Financial Operations Officer should be made by selection from among Clerical Officers/Higher Clerical Officers who hold a substantive appointment and reckon at least four years' service as from the date they joined service.**
- 1.75 The Assistant Financial Operations Officer would, *inter alia*, be required to ensure that all financial transactions of the Local Authority are properly accounted for in accordance with basic principles of financial management; maintain a proper system of accounts and guard against irregularity and fraud; submit proper, accurate and timely returns as requested by the Head of the Treasury; and perform Cashier's duties.

**Financial Operations Officer (New Grade)**

**Recommendation 19**

- 1.76 We recommend that promotion to the grade of Financial Operations Officer should be on the basis of experience and merit of officers in the grade of Assistant Financial Operations Officer who reckon at least two years' service in a substantive capacity in the grade and who possess the Diploma in Public Financial Management and Accounting from the University of Mauritius or an equivalent qualification acceptable to the Local Government Service Commission.**

- 1.77 The Financial Operations Officer would, *inter alia*, be responsible for the accounting arrangements and all insurance risks of the Local Authority; for the collection of licence fees, revenue, and rates; for attending to audit queries on financial issues; and for preparing and controlling all relevant input and output data submitted to and received from the Central Information Systems Division.

**Senior Financial Operations Officer (New Grade)**

**Recommendation 20**

- 1.78 **We recommend that promotion to the grade of Senior Financial Operations Officer should be on the basis of experience and merit of officers in the grade of Financial Operations Officer who reckon at least two years' service in a substantive capacity in the grade and who possess the Diploma in Public Financial Management and Accounting from the University of Mauritius or an equivalent qualification acceptable to the Local Government Service Commission.**

- 1.79 The Senior Financial Operations Officer would be in charge of the section where posted and would, *inter alia*, be responsible for assisting in the preparation of Estimates; investigating cases of complaints, fraud and irregularity; establishing direct demi-official contact with the Ministry of Finance and Economic Development and the Treasury; issuing of claims of any nature (i.e. house rate, tenant tax etc); and preparing and submitting financial statements/returns.

**Implementation of the New Structure**

- 1.80 To facilitate the implementation of the new structure and the integration or otherwise of officers in post, we are making appropriate recommendations.

**Recommendation 21**

- 1.81 **We recommend that the following grades on the establishment of the Treasury of Municipal Councils be restyled as hereunder:**

<i>Grade</i>	<i>Restyled to</i>
<b>Book Keeper and Paying Clerk</b>	<b>Assistant Financial Operations Officer</b>
<b>Revenue Collector (Courts)</b>	<b>Financial Operations Officer</b>
<b>Head of Section (Posted in Finance)</b>	<b>Senior Financial Operations Officer</b>
<b>Accounting Technician</b>	<b>Senior Financial Operations Officer</b>

- 1.82 **We also recommend that the following grades: Cashier, Senior Cashier, Revenue Collector, Receiving Cashier, and Senior Clerk Establishment**

**should become evanescent and be abolished on vacancy. We have provided personal salaries for the officers in post.**

### **Usher Cadre**

- 1.83 The Usher cadre in the Municipal Councils generally consists of two grades, namely Usher and Senior Usher. However, in the Municipal Council of Beau Bassin-Rose Hill, the cadre has a three-level hierarchy, namely Usher, Senior Usher and Supervisor, Usher's Section. The grade of Supervisor, Usher's Section was exceptionally created at the Municipal Council of Beau Bassin-Rose Hill in January 2005 to head the Usher's Section and manage the collection of revenue and recovery of debts that were increasing beyond normal proportion. It was understood that the grade should not be replicated in other Local Authorities.
- 1.84 The current qualification requirement for the grade of Usher in the Local Authorities is the Cambridge School Certificate. The Local Government Service Commission has requested for an upgrading of the qualification requirement to the Cambridge Higher School Certificate to reflect the recommendation contained in the 2003 PRB Report concerning the grade of Court Usher in the Judiciary.
- 1.85 According to their schemes of service, all the officers in the cadre have to deal with matters concerning enforcement in respect of the payment of revenue and the recovery of debts including prosecuting and conducting cases before Court. However, officers in the cadre are not called upon to carry out all prosecution duties of the Municipal Councils. The Local Government Service Commission considers the Ushers in the Local Authorities as the most appropriate persons to carry out prosecution duties and has suggested that their grades be restyled appropriately to reflect prosecution duties.
- 1.86 We are making appropriate recommendations to review the qualification requirements for entry to the grade of Usher and for the restyling of the grades in the cadre to more appropriate appellations.

### **Recommendation 22**

- 1.87 **We recommend that the grades of the Usher Cadre be restyled as follows:-**

<i><b>Grade</b></i>	<i><b>Restyled To</b></i>
<b>Usher</b>	<b>Usher/Prosecutor</b>
<b>Senior Usher</b>	<b>Senior Usher/Prosecutor</b>
<b>Supervisor, Usher's Section</b>	<b>Supervisor, Usher's/Prosecution Section</b>

- 1.88 **Prosecution duties have been taken into consideration in arriving at the salaries recommended for the grades in the Cadre.**
- 1.89 **We also recommend that appointment to the grade of Usher/Prosecutor *formerly Usher* should be made by selection from among candidates possessing the Cambridge Higher School Certificate with passes in at least two subjects at Principal Level or an equivalent qualification acceptable to the Local Government Service Commission.**

### **WORKS DEPARTMENT**

- 1.90 The Works Department in the Municipal Councils is responsible, *inter alia*, for the construction, care, maintenance, improvement and lighting of all public roads; the management, maintenance and improvement of housing estates belonging to the Local Authorities; and the provision and maintenance of traffic centres within the jurisdiction of the municipal boundaries.
- 1.91 The Head, Works Department is directly responsible to the Chief Executive for the overall administration, management and discipline of staff and for the financial control of the Department; advising the Council on engineering matters and for the implementation of its decision; and for the implementation and application of the Building Act, the Town and Country Planning Act, the Road Act and the Local Government Act.
- 1.92 The organisation structure of the Works Department in the Municipal Councils generally consists of the following sections: Administration, Mechanical Workshop, Roads and Road Marking, Drain Engineering and Masonry, Carpentry, and Street Lighting.
- 1.93 The Head, Works Department is assisted in his professional functions by a Civil Engineer and in certain Municipal Councils by a Mechanical Engineer and a Surveyor. At the sub-professional and technical levels, the structure consists of the Engineering Assistant and the Inspectorate cadre in all Municipal Councils. At the supportive, skilled and semi-skilled levels, the number and types of grades vary from one Municipal Council to another, depending on operational requirements.
- 1.94 In this Report, we are making provisions for the creation of a grade of Land Surveyor on the establishment of Municipal Councils where such a grade does not exist, and for the redesign of the manual grades at the unskilled and semi-skilled levels to render them polyvalent and multi-functional.

#### **Land Surveyor *formerly Surveyor or Town Surveyor***

- 1.95 At present, in the Works Department of the Municipal Councils of Port Louis, Curepipe and Vacoas-Phoenix, there exists a grade of Surveyor or Town Surveyor.

- 1.96 The Ministry of Local Government has represented that there is need for a grade of Land Surveyor on the establishment of all Municipal Councils and that the existing grades of Town Surveyor and Surveyor be restyled appropriately.

**Recommendation 23**

**1.97 We recommend that:**

- (a) the grades of Surveyor and Town Surveyor in the Municipal Councils where such grades exist be restyled Land Surveyor;**
- (b) a grade of Land Surveyor be created on the establishment of Municipal Councils where it does not exist; and**
- (c) the grade of Land Surveyor should be maintained in the Works Department and that the incumbent should service the Planning Department as well.**

**Survey Field Worker**

- 1.98 At present, the survey team which assists the Surveyors in the Municipal Councils consists of officers in a two level hierarchy i.e. Chainman and Poler. Chainmen are appointed by selection from among General Workers on the permanent and pensionable establishment and who possess, among others, as a minimum the Certificate of Primary Education. An examination of the job descriptions has revealed that the Chainmen and the Polers are performing similar duties. In keeping with the philosophy favouring delayering and flatter structures, we are merging the grades of Chainman and Poler and restyling them more appropriately. We are also reviewing the qualification requirements for entry to the grade.

**Recommendation 24**

- 1.99 We recommend that the grades of Chainman and Poler be merged and restyled Survey Field Worker/Senior Survey Field Worker. We also recommend that, in future, appointment to the grade of Survey Field Worker/Senior Survey Field Worker should be made by selection from among General Workers on the permanent and pensionable establishment showing proof of having sat for the Cambridge School Certificate or the General Certificate of Education "Ordinary Level" examination in at least five subjects or an examination of equivalent standard acceptable to the Local Government Service Commission.**

**Handy Worker (New Grade)**

**Handy Worker (Special Class) (New Grade)**

- 1.100 Employees of the Works Department at the supportive levels, apart from the tradesmen, can broadly be classified into two categories in terms of degree of skills. The first category encompasses such grades as Lorry Loader and

Caretaker and the semi-skilled category such grades as Roadmender/ Tarman, Tyreman, Filling Station Attendant, Bitumen Sprayer Helper, Concrete Mixer Attendant and Roller Helper.

- 1.101 A study of the structure of the supporting personnel in the Works Department has revealed the following features:
- under the respective categories of employees, there is a multiplicity of grades
  - the number of grades and the grade appellations in certain instances differ from one Municipal Council to another
  - the officers generally operate in silos with job appellations specific to the sections where they are posted
  - the officers are not multi-functional and polyvalent in practice and hence, are not easily transferable from one section to another within the Works Department
  - there are on the establishment of certain Municipal Councils a number of individual/isolated posts with no career opportunities
- 1.102 For the sake of efficiency, greater flexibility in the posting of workers in the manual grades and reduction in the multiplicity of grades involved in manual works in the Local Authorities, we have redesigned the structure so that, in future, employees recruited are polyvalent and multi-functional.

#### **Recommendation 25**

- 1.103 We recommend the creation of the following grades: Handy Worker and Handy Worker (Special Class) on the establishment of all Municipal Councils.**

#### **Handy Worker (New Grade)**

- 1.104 Appointment to the grade of Handy Worker should be made by selection from among employees in the grade of General Worker on the permanent and pensionable establishment of the Local Authorities and who possess the Certificate of Primary Education.**
- 1.105 Incumbent would be required to perform one or more of the following core duties or related ones: cleaning duties (offices, cloakrooms, toilets, drains, gutters etc); handling, carrying, packing, loading and unloading of materials and other items; reading meters and gauges; simple maintenance of machines and vehicles; mixing and grading of materials; opening/closing of gates and control of entry traffic; attending to visitors and other duties of the same level or related to the above.



**Handy Worker (Special Class) (New Grade)**

- 1.106** Appointment to the grade of Handy worker (Special Class) should be made by selection from among employees on the permanent and pensionable establishment of the Local Authorities who possess the Certificate of Primary Education and reckon at least two years' service.
- 1.107 Incumbent would be required to perform one or more of the following core duties or related ones: effecting simple maintenance and repairs of equipment; mowing and upkeeping of grounds, sports grounds, and beaches; effecting simple repairs and maintenance of roads, bridges, drains, canals, reservoirs, pipelines etc; collecting and disposing of refuse and other duties of the same level or related to the above.
- 1.108 With the implementation of the new grades of Handy Worker and Handy Worker (Special class) on the establishment of all Local Authorities, the variety of grades at the unskilled and semi-skilled levels should gradually be phased out.

**Recommendation 26**

- 1.109** We recommend that the following grades should gradually be phased out:

<b>Municipal Council of Port-Louis</b>	<b>Lorry Loader, Filling Station Attendant, Roadmender/ Tarman</b>
<b>Municipal Council of Beau Bassin-Rose Hill</b>	<b>Lorry Loader, Roadmender/ Tarman</b>
<b>Municipal Council of Curepipe</b>	<b>Caretaker, Lorry Loader, Bitumen Sprayer Helper, Concrete Mixer Attendant, Roadmender/Tarman, Roller Helper</b>
<b>Municipal Council of Quatre Bornes</b>	<b>Lorry Loader, Roadmender/Tarman</b>
<b>Municipal Council of Vacoas-Phoenix</b>	<b>Lorry Loader, Roadmender/Tarman</b>

- 1.110** We further recommend that:
- (i) on integrating the new grade of Handy Worker, officers in the grades of Lorry Loader and Caretaker mentioned above should be granted one additional increment on conversion, subject to the maximum salary of the grade; and
  - (ii) on integrating the new grade of Handy Worker (Special Class), officers in the grades of Filling Station Attendant, Roadmender/Tarman, Bitumen Sprayer Helper, Concrete Mixer

**Attendant and Roller Helper mentioned above should be granted one additional increment on conversion, subject to the maximum salary of the grade.**

**Supplementary Findings and Recommendations**

1.111 Our study of the organisation structures of the Municipal Councils has also revealed that, at the lower levels, the Welfare Department and, to a lesser extent, the Health Department present similar characteristics as the Works Department – there is a multiplicity of grades and grade appellations, the officers operate in silos with job appellations specific to the sections where they are posted, the officers are not multi-functional and polyvalent and are not easily transferable from one department to another.

1.112 To address the foregoing issues, we are making similar provisions as for the Works Department.

**Recommendation 27**

1.113 **We recommend that the following grades appearing under the Welfare Department and the Health Department in the different Municipal Councils should gradually be phased out:**

<b>Municipal Council of Port-Louis</b>	<b>Attendant Welfare Centre (Central Area), Caretaker (Theatre), Caretaker, Children Playground Attendant, Community Centre Attendant, Groundsman, Nursery Attendant and Sanitary Attendant</b>
<b>Municipal Council of Beau Bassin-Rose Hill</b>	<b>Nursery Attendant, Groundsman and Sanitary Attendant</b>
<b>Municipal Council of Curepipe</b>	<b>Children Playground Attendant and Groundsman in the Welfare Department and Caretaker, Lawn Mower Operator and Sanitary Attendant in the Health Department</b>
<b>Municipal Council of Quatre Bornes</b>	<b>Caretaker, Caretaker (Children’s Playground), Children Playground Attendant, Groundsman and Sanitary Attendant</b>
<b>Municipal Council of Vacoas-Phoenix</b>	<b>Groundsman, Nursery Attendant and Sanitary Attendant</b>

1.114 **We further recommend that:**

(i) **on integrating the grade of Handy Worker, officers in the grades of Caretaker, Lawn Mower Operator, Caretaker (Children’s Playground) and Sanitary Attendant mentioned above should be**

granted one additional increment on conversion, subject to the maximum salary of the grade; and

- (ii) on integrating the grade of Handy Worker (Special Class), officers in the grades of Attendant Welfare Centre (Central Area), Caretaker (Theatre), Children Playground Attendant, Community Centre Attendant, Groundsman, Nursery Attendant and Attendant (Vocational Training Centre) mentioned above should be granted one additional increment on conversion, subject to the maximum salary of the grade.

#### **Allowance to General Workers performing Woodcutting duties**

- 1.115 General Workers who are regularly called upon to perform woodcutting duties which involve the handling of a chainsaw machine are paid an allowance of Rs 40 daily. We are maintaining the allowance and revising the quantum.

#### **Recommendation 28**

- 1.116 **We recommend that those General Workers who are regularly called upon to perform woodcutting duties with a chainsaw machine should be paid an allowance of Rs 50 daily.**

### **PLANNING DEPARTMENT**

- 1.117 The Planning Department in the Municipal Councils is responsible, *inter alia*, for the processing and issue of building and land use permits, issue of clearance certificates, updating of cadastre and processing of direct sales and sales involving excision/division.
- 1.118 The Head, Planning Department is responsible to plan, organise and coordinate the activities of the Department and to monitor development as prescribed under the Town and Country Planning Act. The services of the Planning Department in the Municipal Councils are provided through two main sections, namely Cadastre and Building Inspectorate.
- 1.119 To render the Planning Department fully functional in all the Municipal Councils, we recommended, in the 2003 PRB Report, that all grades belonging to the Cadastral and Building Inspectorate cadres be classified under the Planning Department in order to facilitate working arrangement, control and monitoring. We further strengthened the department by providing additional grades at the professional as well as at the sub-professional levels to meet operational exigencies.
- 1.120 Today, the Planning Department of the Municipal Council of Port Louis has a full-fledged structure consisting, at the professional level, of grades of Head, Planning Department and Planning Officer; in the Inspectorate cadre, of

grades of Chief Building Inspector, Senior Building Inspector, Building Inspector, and Assistant Building Inspector; and, at the supporting levels, of grades of Planning Inspector, Cadastral Officer, Planning Assistant, and Cadastral Assistant. In the other Municipal Councils, the professional structure and the structure at the supporting levels are more or less standard. However, the structure of the Building Inspectorate cadre varies from one Municipal Council to another.

### **Building Inspectorate Cadre**

- 1.121 In the context of this review, representations have been received for the harmonization of the structure of the Building Inspectorate cadre of the Planning Department in all the Municipal Councils along similar lines obtaining in the Municipal Council of Port Louis to allow for mobility, career prospects and delivery of services.
- 1.122 We have examined the representations in-depth and are of the view that there is a case for the harmonization of the Building Inspectorate cadre across all Municipal Councils to enable these institutions to pursue efficiently and effectively the orderly and judicious use of scarce land resources, to meet the expected increase in demand for more stringent town and country planning in the local authorities, and to cope with operational exigencies in the longer term perspective. However, we are equally of the view that the harmonization should be done in a gradual manner and caution should be exercised in the process to ensure that whatever is done, is done solely on the basis of needs and operational requirements, subject to availability of funds.

### **Recommendation 29**

- 1.123 **We recommend the creation of a standard Building Inspectorate Cadre comprising the grades of Chief Building Inspector, Senior Building Inspector, Building Inspector and Assistant Building Inspector on the establishment of the Planning Department of all Municipal Councils.**
- 1.124 **We further recommend that the new structure should be implemented in a gradual manner based solely on needs and operational requirements, subject to availability of funds.**

### **Head, Planning Department**

- 1.125 At present, appointment to the grade of Head, Planning Department in the Municipal Councils is made by selection from among professionally qualified Planners reckoning at least five years' post qualification experience in the Public Sector or in a well established organisation.
- 1.126 The Ministry of Local Government has submitted that due to recruitment problems in the grade, there is an imperative need to reduce the number of

years of post qualification experience required thus allowing existing Planning Officers to become eligible.

**Recommendation 30**

- 1.127 We recommend that the qualification requirements for appointment to the grade of Head, Planning Department be amended such that Planning Officers should now reckon at least four years' post qualification experience in the grade instead of five.**

**Cadet Planner**

- 1.128 In the 1993 PRB Report, the grade of Cadet Planner was created on the establishment of the Local Authorities to tackle recruitment difficulties faced to enlist qualified planners. Cadet Planners were to be recruited from among holders of a Degree in Architecture or Civil Engineering or Economics or Geography or Mathematics or Sociology or Town and Country Planning for further professional studies and training.
- 1.129 However, this scheme has never been implemented as it has not been possible to mount courses at the University of Mauritius.

**Recommendation 31**

- 1.130 We recommend that the grade of Cadet Planner on the establishment of all Local Authorities be abolished.**

**WELFARE DEPARTMENT**

- 1.131 The Welfare Department in the Municipal Councils is responsible, among others, for the organisation of socio-cultural, youth, sporting, athletic and recreational activities and the running of nurseries, pre-primary schools and kindergartens. Besides offering educational and hobby courses for the benefit of the citizens of the Municipal Councils, the Welfare Department is also called upon to organise exhibitions, civic receptions and other religious and social gatherings.
- 1.132 The organisation structure of the Welfare Department in the Municipal Councils generally comprises several sections, namely Cultural, Sports, Community Welfare and Social, and Education.
- 1.133 The Welfare Department is headed by a Chief Welfare Officer who is assisted by officers in the grades of Principal Welfare Officer, Senior Welfare Officer and Welfare Officer. Apart from officers in the grades of the Welfare Officer cadre, each of these sections is manned by Infant School staff and General Services staff in accordance with operational requirements. A few staff are equally employed on part-time, casual or sessional basis.

- 1.134 In the 2003 PRB Report, we created a few grades on the establishment of certain Municipal Councils to meet their respective operational exigencies and restyled certain others to reflect the nature of duties and the level of responsibilities.
- 1.135 In this Report, we are restructuring the scheme of service of the grade of Infant School Teacher and that of Welfare Officer so that, in future, Welfare Officers be recruited from among diploma holders based on what obtains in the Civil Service. We are also revising the allowances paid to officers of the Welfare cadre for extra hours of work.

### **Welfare Officer**

- 1.136 At present, appointment to the grade of Welfare Officer in the Local Authorities is made by selection from among candidates possessing a Cambridge School Certificate with credit in five subjects including English Language, French and Mathematics or Principles of Accounts obtained at not more than two sittings.
- 1.137 In the Civil Service, appointment to the grade of Welfare Officer is made by selection from among candidates possessing a Cambridge School Certificate with credit in at least five subjects including English Language, French and Mathematics or Principles of Accounts, a Cambridge Higher School Certificate with passes at Principal Level in at least two subjects and a Diploma in Social Work.
- 1.138 In this Report, we are reviewing the scheme of service of the grade of Welfare Officer to upgrade the current qualification requirements and to make the Diploma in Social Work an essential prerequisite for entry to the grade in line with what is obtaining in the Civil Service.

### **Recommendation 32**

- 1.139 We recommend that, in future, appointment to the grade of Welfare Officer in the Local Authorities should be made by selection from among candidates possessing a Cambridge School Certificate with credit in at least five subjects including English Language, French and Mathematics or Principles of Accounts, a Cambridge Higher School Certificate with passes at Principal Level in at least two subjects and a Diploma in Social Work or equivalent qualifications acceptable to the Local Government Service Commission.**

### **Scheme of Service of Infant School Teacher**

- 1.140 Infant School Teachers are employed to run classes in the pre-primary education sector of the Local Authorities. Recruitment to the grade of Infant School Teacher is presently made by selection from among candidates possessing the Cambridge School Certificate and **either** a Certificate in

Pre-Primary Education **or** having successfully followed an approved two-year course in Pre-Primary Education run by a recognised institution.

- 1.141 It has been reported that, as early childhood is an important stage in the development of children, experience in the handling of children at this tender age is of paramount importance. It has also been represented that many potential candidates, though possessing the necessary qualification in pre-primary education, do not possess the full Cambridge School Certificate.
- 1.142 We are, therefore, restructuring the scheme of service of the grade of Infant School Teacher to make post qualification experience in the field of pre-primary education an essential prerequisite and to widen the scope of recruitment.

### **Recommendation 33**

- 1.143 **We recommend that the qualification requirements of the grade of Infant School Teacher in the Local Authorities be amended to include at least two years' teaching experience in Pre-Primary Education acquired after completion of the approved course in the related field.**
- 1.144 **We further recommend that consideration be also given to candidates not possessing the Cambridge School Certificate but who possess passes in at least five subjects at the General Certificate of Education 'O' level and reckon five years' teaching experience in Pre-Primary Education acquired after completion of the approved course in the related field.**
- 1.145 **We recommend that the foregoing recommendations should equally apply to the grade of Kindergarten Teacher in the District Councils.**

### **Compensation for regular extra hours**

- 1.146 Officers of the Welfare cadre are often called upon to work at irregular hours as they have to attend to official functions, events and other activities which are held outside office hours.
- 1.147 In the 2003 PRB Report, we recommended that the payment of an allowance to compensate for extra hours of work for officers in the Welfare cadre should only be resorted to where it has not been possible for Management to grant time off for the extra hours put in within a period of six consecutive months.
- 1.148 Officers of the Welfare cadre who put in a minimum of 20 hours over and above their normal working hours in the month are presently paid a monthly commuted allowance as follows: Welfare Officer Rs 1500; Senior Welfare Officer Rs 1700; Principal Welfare Officer Rs 2050; and Chief Welfare Officer Rs 2500. We are maintaining the allowances and revising the quanta.

**Recommendation 34**

- 1.149 We recommend that officers of the Welfare Cadre in the Local Authorities who put in a minimum of 20 hours over and above their normal working hours in the month should be paid a monthly commuted allowance as follows: Welfare Officer Rs 1800; Senior Welfare Officer Rs 2040; Principal Welfare Officer Rs 2460; and Chief Welfare Officer Rs 3000.

**HEALTH DEPARTMENT**

- 1.150 The core responsibility of the Health Department of Municipal Councils pertains essentially to the provision of health and environment related services within the respective municipal jurisdictions. The services consist of, among others, the control of pollution causing a public or private nuisance; the provision of good sanitary conditions within the township through the collection of waste of private households and public commercial enterprises; the cleaning of roads and public places, water courses, drains and canals; maintenance of traffic centres and places of public convenience; and upkeep of markets, cemeteries and crematoriums.
- 1.151 Besides the role of provider of services, the Health Department also acts as a regulator by enforcing statutory provisions concerning public health and ensuring that all individuals and economic operators are in compliance with those regulations.
- 1.152 The staff of the Health Department comprises the officers of the Health Inspectorate cadre, who are responsible for the regulatory and enforcement aspects, and employees in other grades who are involved in the delivery of services.
- 1.153 The structure of the Health Inspectorate cadre is more or less standard across all the five Municipal Councils and consists of the grades of Chief Health Inspector, Principal Health Inspector, Senior Health Inspector, Health Inspector and Assistant Health Inspector. At the supportive, skilled and semi-skilled levels, the number and types of grades vary from one Municipal Council to another, depending on operational requirements.
- 1.154 In this Report, we are, among others, restructuring the scheme of service of the grade of Health Inspector to widen the field of recruitment and reviewing the pattern of work of grades involved in refuse collection while at the same time strengthening supervision.

**Health Inspector**

- 1.155 At present, appointment to the grade of Health Inspector is made by selection from among Assistant Health Inspectors possessing the Diploma in Sanitary



Science. In the absence of qualified Assistant Health Inspectors, recruitment is made by open competition.

- 1.156 It has been reported that certain Assistant Health Inspectors could not successfully complete the Diploma or in the course of time, find that they no longer satisfy the minimum requirements to be sponsored for the course. These officers, who could not make the grade of Health Inspector, therefore, remain on the establishment permanently outside the main stream of the cadre with no career opportunities. It has also been submitted that candidates possessing the said Diploma are available on the labour market.
- 1.157 To address the issue, we are restructuring the scheme of service of the grade of Health Inspector. We are also introducing a trainee grade along similar lines obtaining in the Civil Service to facilitate recruitment in case difficulties are encountered.

### **Recommendation 35**

- 1.158 **We recommend that the scheme of service of the grade of Health Inspector be amended such that recruitment to the grade be also made from among outside candidates possessing the Diploma in Sanitary Science. We further recommend that the grade of Assistant Health Inspector be gradually phased out.**
- 1.159 **We also recommend the creation of a grade of Trainee Health Inspector on the establishment of all Local Authorities. Appointment thereto should be made by selection from among candidates possessing a Cambridge School Certificate with credit in at least five subjects including English Language, Mathematics, Chemistry and Physics and the Cambridge Higher School Certificate with passes in at least two science subjects at Principal Level or equivalent qualifications acceptable to the Local Government Service Commission.**
- 1.160 Trainee Health Inspectors would be required to undergo training for a maximum period of 30 months. During the training, which includes field attachments, they would have to follow a two-year full time course at the University of Mauritius leading to the Diploma in Sanitary Science. On successful completion of the training, the Trainee Health Inspectors would be eligible for appointment to the grade of Health Inspector.

### **Refuse Collection**

- 1.161 In general, the Chief Executives of Local Authorities have described the refuse collection service in their respective jurisdictions as becoming increasingly problematic given the new lifestyle of citizens and the ever changing landscape in which economic activities are carried out. It has been evidenced that the current system is not in consonance with today's realities and is characterised by the following weaknesses:

- The Refuse Collectors work on a task basis which is neither well defined nor based on the requirements of the day
  - In certain jurisdictions, the duration of the task is of an unduly short period which at times ends at around 0800 hours thus resulting in a wastage of resources, both human and capital
  - The teams disband early and are thus not available
  - The vehicles, acquired at very high costs, remain idle for the rest of the day
- 1.162 However, the Municipal Council of Vacoas-Phoenix has, with its available resources, been able to implement successfully a roster system whereby refuse collection is done in two shifts, namely 0530 hours to 1130/1200 and 1130/1200 to 1800 hours and a team is required to service around 75 households.
- 1.163 To address the issue, the Ministry of Local Government has recommended that employees in the refuse collection service of all local authorities should be called upon to work on a roster basis and be assigned task work with a view to providing an efficient and effective service.
- 1.164 Research suggests that, in general, employees on task work are called upon to put in lesser hours but work more intensively than their counterparts on normal hours of work. We hold the view that employees working on a task basis may be called upon to work five hours daily for six days a week or six hours daily for those on a five-day week i.e. 75% of the normal hours of work. Each organisation, depending on its specificity and operational exigencies, would, therefore, have to establish its time table of operations and to determine the correct benchmark in respect of key performance indicators.
- 1.165 To facilitate the process, we are, in this Report, making appropriate provisions for salaries inclusive of roster so as to induce employees in post to join the new pattern of work.

### **Recommendation 36**

- 1.166 **We recommend the creation of the grades of Refuse Collector (Roster) and Driver/Scavenging Supervisor (Roster) on the establishment of all Municipal Councils. With the creation of the grades and the absorption of the employees in post therein, the current grades of Refuse Collector and Driver/Scavenging Supervisor should become evanescent and be abolished on vacancy. We have provided personal salaries for the officers in post.**
- 1.167 **We recommend that, on the effective implementation of the roster system, officers in the grades of Refuse Collector and Driver/Scavenging Supervisor who opt to join the roster pattern of work**

should be granted two increments, over and above the normal conversion, subject to the maximum salary of the grades.

**Supervisor, Refuse Collection (Roster) (New Grade)**

- 1.168 At present, direct supervision over refuse collection in the Municipal Councils is the responsibility of the Driver/Scavenging Supervisor. It has been represented that this arrangement of combining driving and supervision functions is not workable as the incumbent cannot be effectively present on the scavenging sites which are on private premises, the moreso he has to drive the lorry now and then to the dumping ground.
- 1.169 The Ministry of Local Government has submitted that, in view of the duties devolving upon the incumbents in the grade of Driver/Scavenging Supervisor, it would be best if the supervision of refuse collection could be entrusted to a dedicated grade.

**Recommendation 37**

- 1.170 **We recommend the creation of a grade of Supervisor, Refuse Collection (Roster) on the establishment of all Municipal Councils. Appointment thereto should be made by selection from among serving employees holding a substantive appointment and reckoning at least 10 years' service in the Local Government Service and who satisfy the following requirements: (a) possess the Certificate of Primary Education; and (b) reckon at least five years' proven experience in the supervision of field workers performing outdoor duties.**
- 1.171 The incumbent in the grade of Supervisor, Refuse Collection would be responsible, *inter alia*, for the registration and control of attendance of Refuse Collectors under his supervision; for the collection of all refuse in the section of the town assigned to him and to ensure that the said refuse is transported to the transfer station and the team under his responsibility performs as many trips as necessary; to supervise the removal of refuse systematically from each dustbin or refuse box of all premises in the respective region; and to closely monitor the work performed by each Refuse Collector in the section in order to avoid disruption of the refuse collection service. Incumbent would also be responsible to distribute work among the Refuse Collectors and maintain discipline among them at the different sites of work; to ensure that all the labour force under his control/supervision are engaged upon allocated works as directed and according to norms and standards; to keep simple records of the daily work done and to submit a weekly report on the work performed by his team; and to ensure that all Refuse Collectors under his control wear the protective equipment issued to them while on duty.
- 1.172 When the roster system becomes operational and the new structure installed, the grade of Driver/Scavenging Supervisor (Roster) would, too, be gradually

phased out of the system and **a grade of Driver (Roster) would then have to be created.**

#### **Recommendation 38**

- 1.173 We recommend that, pending their phasing out of the new system put in place, Drivers/Scavenging Supervisors (Roster) should continue to perform the duties set out in their scheme of service but in the new pattern of work i.e. on a roster basis with task work assigned.**

#### **Market Cleaner**

- 1.174 In almost all Local Authorities, the cleaning of markets is done by General Workers. However, there exists on the establishment of the Municipal Council of Beau Bassin-Rose Hill a grade of Market Cleaner.
- 1.175 As the tendency, today, is for polyvalency and multi-skilling, we favour the arrangement existing in the other Local Authorities, the more so it facilitates the movement of staff from one section or schedule to another without any major impediment.

#### **Recommendation 39**

- 1.176 We recommend that the grade of Market Cleaner on the establishment of the Municipal Council of Beau Bassin-Rose Hill should become evanescent and be abolished on vacancy. We have provided personal salaries for the employees in post.**

#### **Allowance for Performing Refuse Collection Duties**

- 1.177 Employees performing Refuse Collection duties but not belonging to the grade are paid an allowance of Rs 40 daily. This arrangement is being maintained and the quantum of the allowance revised.

#### **Recommendation 40**

- 1.178 We recommend that the allowance being paid to employees not belonging to the grade of Refuse Collector but who are performing Refuse Collection duties be revised to Rs 50 daily.**

#### **Workman (Malaria) and Workman (Sanitation)**

- 1.179 There exists a grade of Workman (Sanitation) on the establishment of the Municipal Council of Port Louis and one of Workman (Malaria) on the establishment of the Municipal Council of Vacoas-Phoenix.
- 1.180 Representations have been received that the appellations of the grades do not reflect the duties of the holders of the posts. Incumbents are mainly responsible for the cleaning of rivulets, rivers, canals and drains.

**Recommendation 41**

- 1.181 We recommend that the grade of Workman (Sanitation) on the establishment of the Municipal Council of Port Louis and that of Workman (Malaria) on the establishment of the Municipal Council of Vacoas-Phoenix be restyled Handy Worker (Sanitation/Disease Control).

**LIBRARY DEPARTMENT**

- 1.182 Library facilities are available in all the five Municipal Councils. The Municipal Libraries, besides being repositories of books, also provide other forms of media like microfilm, audio and video cassettes and internet facilities so as to ensure quickest dissemination of information. They are equipped with treasures of knowledge which are maintained, organized and managed by trained personnel.
- 1.183 The structure of the Municipal Library is more or less standard across all the five Municipal Councils and comprises professional and technical staff. The professional cadre encompasses the grades of Senior Librarian and Librarian whereas the technical cadre embodies officers in the grades of Senior Library Officer and Library Officer who are assisted by Senior Library Clerks and Library Clerks.
- 1.184 Overall, the present organisational set up of the municipal libraries is appropriate for an efficient and effective delivery of library service and, therefore, does not require any change. We are, however, in this Report, reviewing the qualification requirements for entry to the grade of Library Clerk.

**Library Clerk**

- 1.185 At present, appointment to the grade of Library Clerk in the Municipal Councils is made by selection from among candidates possessing the Cambridge School Certificate with credit in five subjects including English Language, French and Mathematics or Principles of Accounts. Candidates possessing the Certificate in Library Studies have an advantage.
- 1.186 In the Civil Service, appointment to the grade of Library Clerk is made from Trainee Library Clerks who have successfully completed their training. In the absence of qualified candidates, consideration is given to those possessing the Cambridge School Certificate with credit in at least five subjects including English Language, French and Mathematics or Principles of Accounts obtained at not more than two sittings and the Certificate in Information and Library Studies of the University of Mauritius or the Certificate in Library and Information Science of the City and Guilds of the London Institute or the

Certificate in Librarianship and Information Science of the Mauritius College of the Air.

- 1.187 In this Report, we are reviewing the qualification requirements of the grade of Library Clerk to make the Certificate in Information and Library Studies or an equivalent qualification an essential prerequisite for entry to the grade, in line with what is obtaining in the Civil Service.

#### **Recommendation 42**

- 1.188 **We recommend that, in future, appointment to the grade of Library Clerk in the Local Authorities should be made by selection from among candidates possessing the Cambridge School Certificate with credit in at least five subjects including English Language, French and Mathematics or Principles of Accounts and the Certificate in Information and Library Studies of the University of Mauritius or the Certificate in Library and Information Science of the City and Guilds of the London Institute or the Certificate in Librarianship and Information Science of the Mauritius College of the Air.**
- 1.189 **We also recommend that the scheme of service of the grade of Library Clerk be amended to include Archives duties. This element has been taken into account in arriving at the recommended salary.**

#### **PARKS AND GARDENS DEPARTMENT**

- 1.190 The Parks and Gardens Department was set up as a separate Department in the Municipal Council of Port Louis following a recommendation made by the *Ad hoc* Committee which was set up to look into alleged anomalies arising out of the 1998 PRB Report.
- 1.191 The recommendation of the Committee was based on the fact that, in view of the particular scientific knowledge (in agriculture and horticulture) required to perform at the senior levels, the Gardens Section of the Works Department in the Municipal Council of Port Louis should be a separate department.
- 1.192 In line with the foregoing recommendation, the Municipal Council of Curepipe also created a Parks and Gardens Department on its establishment to take care of, *inter alia*, the Botanical Gardens, the Town Hall Garden and Trou-aux-Cerfs, and the various green spaces and parks within the Municipal boundaries.
- 1.193 Today, the Parks and Gardens Department of the Municipal Council of Port Louis is headed by a Superintendent of Parks and Gardens who is assisted by a Deputy Superintendent of Parks and Gardens and other supporting staff at the supervisory and operational levels.

- 1.194 At the Municipal Council of Curepipe, the Parks and Gardens Department is manned by a Superintendent of Parks and Gardens. The supporting personnel is drawn from the Works Department.

### **OTHER RECOMMENDATIONS**

#### **Overseer**

- 1.195 At present, there exists on the establishment of the different Municipal Councils a variety of grades with the appellation of Overseer. In the Municipal Council of Port-Louis, there is a grade of Works Overseer both in the Works Department and the Parks and Gardens Department. In the Municipal Council of Beau Bassin-Rose Hill, there are the grades of Overseer (Drains, Works) and Overseer (Parks and Gardens) in the Works Department and a grade of Overseer (Stadium) in the Welfare Department. In the Municipal Council of Vacoas-Phoenix, there are the grades of Overseer (Parks and Gardens) and Overseer (Works) in the Works Department and a grade of Overseer in the Health Department.
- 1.196 In general, appointment to the grade of Overseer is made from among employees who (i) possess the Certificate of Primary Education; (ii) hold a substantive appointment and reckon at least ten years' service; and (iii) reckon at least five years' proven experience in the supervision of field workers performing outdoor duties. However, appointment to the grade of Works Overseer is made by selection from among manual workers possessing the Certificate of Primary Education and having experience in the supervision of field workers.
- 1.197 For the sake of efficiency, greater flexibility in the posting of workers and reduction in the multiplicity of grades, there is need to harmonise the grade appellations, the qualification requirements and the salary structures.

#### **Recommendation 43**

- 1.198 **We recommend that the grades of Works Overseer, Overseer (Drains, Works), Overseer (Parks and Gardens), Overseer (Stadium) and Overseer (Works) on the establishment of the different Municipal Councils, wherever they appear, be restyled Overseer.**
- 1.199 **We also recommend that the scheme of service of the grade of Overseer be redrafted to include duties related to drains, works, parks and gardens as well as stadium and sports ground.**
- 1.200 **We further recommend that appointment to the grade of Overseer be made by selection from among employees who (i) possess the Certificate of Primary Education; (ii) hold a substantive appointment and reckon at least ten years' service; and (iii) reckon at least five**

**years' proven experience in the supervision of field workers performing outdoor duties.**

- 1.201 The salary scale for the grade of Overseer has been harmonized and personal salaries granted to the incumbents, as appropriate.

**Senior Overseer**

- 1.202 The same problem as for Overseer poses with the grade of Senior Overseer (Stadium) in the Municipal Council of Beau Bassin-Rose Hill and that of Senior Overseer (Parks and Gardens) in the Municipal Council of Vacoas-Phoenix.

- 1.203 The Management of the Municipal Council of Beau Bassin-Rose Hill has submitted that workers in the grades of Overseer (Drains, Works) and Overseer (Parks and Gardens) are also keen to be called upon to act in the post of Senior Overseer (Stadium) in the absence of the latter. However, only the Overseer (Stadium) has up to now been recommended to act, as and when required, being given his posting even if he is not the most senior among the Overseers.

- 1.204 To address the foregoing issues, we are restyling the grades under reference more appropriately and restructuring the scheme of service to enable the employees to become polyvalent and multi-functional.

**Recommendation 44**

- 1.205 **We recommend that the grade of Senior Overseer (Stadium) in the Municipal Council of Beau Bassin-Rose Hill and that of Senior Overseer (Parks and Gardens) in the Municipal Council of Vacoas-Phoenix be restyled Senior Overseer.**

- 1.206 **We also recommend that the scheme of service of the grade of Senior Overseer be redrafted to include duties related to drains, works, parks and gardens as well as stadium and sports ground. These have been taken into account in arriving at the recommended salary.**

- 1.207 In addition to the foregoing general issues and recommendations concerning the different departments of the Municipal Councils, we have examined the specific organisational requirements and issues, if any, related to each Municipal Council and have made appropriate recommendations. These are dealt with under the respective organisations in the ensuing parts of this Report.

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## **1.1 MUNICIPAL COUNCIL OF PORT LOUIS**

### **CHIEF EXECUTIVE'S DEPARTMENT**

#### **Allowance for providing assistance to the Technical Assistant (Printing)**

At present, an Office Attendant assists the Technical Assistant (Printing) in the performance of his duties and he is paid an allowance of Rs 205 monthly. We are maintaining the allowance and revising the quantum.

#### **Recommendation 1**

- 1.1.2 We recommend that the allowance payable to the Office Attendant who assists the Technical Assistant (Printing) in the performance of his duties be revised to Rs 250 monthly.**

### **WORKS DEPARTMENT**

#### **Allowance to Carpenters**

- 1.1.3** Carpenters, when posted at the Theatre, are paid a monthly allowance of Rs 300 for performing duties relating to theatre decor during and after normal office hours. We are maintaining the allowance and revising the quantum.

#### **Recommendation 2**

- 1.1.4 We recommend that Carpenters, when posted at the Theatre, should be paid a monthly allowance of Rs 360 for performing duties relating to theatre decor during and after normal office hours. This, however, does not preclude the payment of overtime for work performed beyond normal working hours.**

### **WELFARE DEPARTMENT**

#### **Swimming Pool Attendant**

##### **Caretaker (Swimming Pool)**

- 1.1.5** In the 2003 PRB Report, new grades of Swimming Pool Attendant and Caretaker (Swimming Pool) were created for the swimming pool under the responsibility of the Municipal Council of Port Louis.
- 1.1.6** The Local Government Service Commission has approved only the scheme of service for the grade of Swimming Pool Attendant in view of the extent of overlapping of duties with those of Caretaker (Swimming Pool).
- 1.1.7** In view of the foregoing, the Ministry of Local Government considers that it would be best to create additional posts of Swimming Pool Attendant against abolition of the vacant grade of Caretaker (Swimming Pool), and to include

the duties of Caretaker (Swimming Pool) in the scheme of service of the grade of Swimming Pool Attendant.

1.1.8 We concur with the proposal of the Ministry and recommend accordingly.

### Recommendation 3

1.1.9 We recommend that the scheme of service of the grade of Swimming Pool Attendant be restructured to include the duties of Caretaker (Swimming Pool). These duties have been taken into account in arriving at the salary scale recommended for the grade.

1.1.10 We also recommend that the grade of Caretaker (Swimming Pool), which is presently vacant, be abolished on the establishment of the Municipal Council of Port Louis.

## CHIEF EXECUTIVE'S DEPARTMENT

### SALARY SCHEDULE

PLCE 1	:	<b>Rs 8000 x 200 – 10200 x 250 – 11700 x 300 – 12600</b> Attendant <i>formerly Office Attendant Stadium Attendant</i>
PLCE 2	:	<b>Rs 9800 x 200 – 10200 x 250 – 11700 x 300 – 13500</b> Senior Attendant (New Grade)
PLCE 3	:	<b>Rs 8800 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000</b> Binder
PLCE 4	:	<b>Rs 11700 x 300 – 13800 x 400 – 15000</b> Head Attendant <i>formerly Hall Attendant Senior/Head Office Attendant</i>
PLCE 5	:	<b>Rs 8400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000</b> Telephone Operator/Receptionist
PLCE 6	:	<b>Rs 9400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 17200</b> Technical Assistant (Printing)

**CHIEF EXECUTIVE'S DEPARTMENT (Contd.)**

<b>PLCE 7</b>	<b>:</b>	<b>Rs 9400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19000</b> Word Processing Operator
<b>PLCE 8</b>	<b>:</b>	<b>Rs 9600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600</b> Clerical Officer/Higher Clerical Officer <i>formerly Clerk</i> Clerk/Word Processing Operator
<b>PLCE 9</b>	<b>:</b>	<b>Rs 20000 (All-inclusive Allowance)</b> Attorney (Part-Time)
<b>PLCE 10</b>	<b>:</b>	<b>Rs 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400</b> Senior Word Processing Operator
<b>PLCE 11</b>	<b>:</b>	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Executive Officer <i>formerly Senior Clerk</i>
<b>PLCE 12</b>	<b>:</b>	<b>Rs 13500 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22600</b> Committee Clerk
<b>PLCE 13</b>	<b>:</b>	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b> Database Supervisor Internal Control Officer <i>formerly Assistant Internal Auditor</i>
<b>PLCE 14</b>	<b>:</b>	<b>Rs 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b> Confidential Secretary
<b>PLCE 15</b>	<b>:</b>	<b>Rs 17200 x 600 – 23200 x 800 – 26400</b> Higher Executive Officer <i>formerly Head Clerk</i> Human Resource Officer (New Grade)
<b>PLCE 16</b>	<b>:</b>	<b>Rs 20200 x 600 – 23200 x 800 – 26400</b> Senior Committee Clerk

**CHIEF EXECUTIVE'S DEPARTMENT** (Contd.)

<b>PLCE 17</b>	<b>:</b>	<b>Rs 14200 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Safety and Health Officer/Senior Safety and Health Officer
<b>PLCE 18</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000</b> Senior Internal Control Officer <i>formerly Internal Auditor</i>
<b>PLCE 19</b>	<b>:</b>	<b>Rs 20800 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 32500</b> Office Superintendent (New Grade)
<b>PLCE 20</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 35000</b> Senior Human Resource Officer <i>formerly Personnel Officer</i>
<b>PLCE 21</b>	<b>:</b>	<b>Rs 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 35000</b> Citizen's Advice Officer
<b>PLCE 22</b>	<b>:</b>	<b>Rs 25600 x 800 – 28000 x 1000 – 30000 x 1250 – 36250</b> Principal Internal Control Officer (New Grade)
<b>PLCE 23</b>	<b>:</b>	<b>Rs 19000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Assistant Chief Executive <i>formerly Assistant Town Clerk</i> Theatre Administrator
<b>PLCE 24</b>	<b>:</b>	<b>Rs 19600 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> IT Officer
<b>PLCE 25</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Human Resource Management Officer <i>formerly Human Resources Development Officer</i>

**CHIEF EXECUTIVE'S DEPARTMENT (Contd.)**

**PLCE 26 : Rs 27200 x 800 – 28000 x 1000 – 30000 x 1250 – 45000**  
Attorney

**PLCE 27 : Rs 37500 x 1250 – 50000 x 1500 – 56000 x 2000 - 60000**  
Deputy Chief Executive  
*formerly Deputy Town Clerk*

**PLCE 28 : Rs 75000**  
Chief Executive  
*formerly Town Clerk*

**TREASURY  
SALARY SCHEDULE**

**PL T 1 : Rs 7400 x 200 – 10200 x 250 – 11700**  
Stores Attendant

**PL T 2 : Rs 9400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 18400**  
Assistant Stores Officer (Personal)

**PL T 3 : Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400**  
Controlling Officer

**PL T 4 : Rs 10450 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000**  
Usher/Prosecutor  
*formerly Usher*

**PL T 5 : Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000**  
Assistant Data Entry Controller  
Assistant Financial Operations Officer (New Grade)  
Assistant Procurement and Supply Officer (New Grade)  
Purchasing and Supply Officer (Personal)

**PL T 6 : Rs 13500 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 24000**  
Cashier (Personal)  
Senior Cashier (Personal)

**TREASURY** (Contd.)

<b>PL T 7</b>	<b>:</b>	<b>Rs 13200 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b> Data Entry Controller
<b>PL T 8</b>	<b>:</b>	<b>Rs 17200 x 600 – 23200 x 800 – 26400</b> Financial Operations Officer (New Grade) Procurement and Supply Officer <i>formerly Higher Purchasing and Supply Officer</i> Senior Usher/Prosecutor <i>formerly Senior Usher</i>
<b>PL T 9</b>	<b>:</b>	<b>Rs 20800 x 600 – 23200 x 800 – 28000 x 1000 – 30000</b> Head of Section (Personal)
<b>PL T 10</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000</b> Senior Financial Operations Officer <i>formerly Accounting Technician, Head of Section</i> Senior Procurement and Supply Officer <i>formerly Senior Purchasing and Supply Officer</i>
<b>PL T 11</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 31250</b> Principal Storekeeper (Personal)
<b>PL T 12</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Accountant (Qualified)
<b>PL T 13</b>	<b>:</b>	<b>Rs 30000 x 1250 – 50000</b> Principal Accountant
<b>PL T 14</b>	<b>:</b>	<b>Rs 48750 x 1250 – 50000 x 1500 – 56000 x 2000 – 60000</b> Financial Controller

**WORKS DEPARTMENT**

**SALARY SCHEDULE**

<b>PLW 1</b>	<b>:</b>	<b>Rs 9600 x 200 – 10000</b> Trainee Draughtsman
<b>PLW 2</b>	<b>:</b>	<b>Rs 6425 x 175 – 6600 x 200 – 10200</b> General Worker
<b>PLW 3</b>	<b>:</b>	<b>Rs 7200 x 200 – 10200 x 250 – 10950</b> Lorry Loader
<b>PLW 4</b>	<b>:</b>	<b>Rs 7200 x 200 – 10200 x 250 – 11200</b> Handy Worker (New Grade)
<b>PLW 5</b>	<b>:</b>	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Filling Station Attendant Roadmender/Tarman Stores Attendant Tradesman's Assistant
<b>PLW 6</b>	<b>:</b>	<b>Rs 7600 x 200 – 10200 x 250 – 11700 x 300 – 12000</b> Handy Worker (Special Class) (New Grade)
<b>PLW 7</b>	<b>:</b>	<b>Rs 7800 x 200 – 10200 x 250 – 11700 x 300 – 12300</b> Watchman
<b>PLW 8</b>	<b>:</b>	<b>Rs 8000 x 200 – 10200 x 250 – 11700 x 300 – 12600</b> Chemical Sprayerman
<b>PLW 9</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13200</b> Plant and Equipment Operator
<b>PLW 10</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 14600</b> Barbender Driver

**WORKS DEPARTMENT (Contd.)**

- PLW 11 : Rs 8800 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000**  
Automobile Electrician  
Blacksmith  
Carpenter  
Coach Painter (New Grade)  
Electrician  
Mason  
Mechanic  
Painter  
Panel Beater  
Plumber and Pipe Fitter  
Tinsmith  
Vulcaniser  
Welder
- PLW 12 : Rs 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000**  
Driver, Heavy Mechanical Unit
- PLW 13 : Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 17200**  
Overseer
- PLW 14 : Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19000**  
Overseer  
*formerly Works Overseer (Personal to officers appointed prior to 15.09.2005)*
- PLW 15 : Rs 13200 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600**  
Chief Tradesman (New Grade)  
Foreman
- PLW 16 : Rs 10000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400**  
Assistant Inspector of Works (New Grade)  
Surveying Assistant
- PLW 17 : Rs 16600 x 600 – 22000**  
Supervisor (Lighting Section) (New Grade)  
Workshop Supervisor (New Grade)



**WORKS DEPARTMENT** (Contd.)

PLW 18	:	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 24000</b> Draughtsman
PLW 19	:	<b>Rs 16000 x 600 – 23200 x 800 – 24800</b> Inspector of Works
PLW 20	:	<b>Rs 20200 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Senior Draughtsman Senior Inspector of Works
PLW 21	:	<b>Rs 17200 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Engineering Assistant
PLW 22	:	<b>Rs 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Chief Inspector of Works
PLW 23	:	<b>Rs 19000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Land Surveyor <i>formerly Surveyor</i>
PLW 24	:	<b>Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Civil Engineer
PLW 25	:	<b>Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 45000</b> Mechanical Engineer/Senior Mechanical Engineer <i>formerly Mechanical Engineer</i>
PLW 26	:	<b>Rs 30000 x 1250 – 50000</b> Head, Works Department

**PLANNING DEPARTMENT**

**SALARY SCHEDULE**

<b>PLP 1</b>	<b>:</b>	<b>Rs 9200 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600</b> Cadastral Assistant
<b>PLP 2</b>	<b>:</b>	<b>Rs 10000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400</b> Assistant Building Inspector Planning Assistant
<b>PLP 3</b>	<b>:</b>	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 24000</b> Cadastral Officer
<b>PLP 4</b>	<b>:</b>	<b>Rs 16000 x 600 – 23200 x 800 – 24800</b> Building Inspector
<b>PLP 5</b>	<b>:</b>	<b>Rs 14200 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Planning Inspector
<b>PLP 6</b>	<b>:</b>	<b>Rs 20200 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Cadastral Officer (Personal to officer in post as at 30.06.03) Senior Building Inspector
<b>PLP 7</b>	<b>:</b>	<b>Rs 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Chief Building Inspector
<b>PLP 8</b>	<b>:</b>	<b>Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Planning Officer
<b>PLP 9</b>	<b>:</b>	<b>Rs 30000 x 1250 – 50000</b> Head, Planning Department

**WELFARE DEPARTMENT  
SALARY SCHEDULE**

<b>PL WEL 1</b>	<b>:</b>	<b>Rs 6425 x 175 – 6600 x 200 – 10200</b> General Worker
<b>PL WEL 2</b>	<b>:</b>	<b>Rs 7200 x 200 – 10200 x 250 – 10950</b> Caretaker Sanitary Attendant
<b>PL WEL 3</b>	<b>:</b>	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Assistant Tradesman Attendant Welfare Centre (Central Area) Caretaker (Theatre) Children Playground Attendant Community Centre Attendant Groundsman Nursery Attendant
<b>PL WEL 4</b>	<b>:</b>	<b>Rs 7800 x 200 – 10200 x 250 – 11700 x 300 – 12300</b> Watchman
<b>PL WEL 5</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 14600</b> Driver Swimming Pool Attendant
<b>PL WEL 6</b>	<b>:</b>	<b>Rs 8800 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000</b> Carpenter Electrician Mason Painter
<b>PL WEL 7</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 17200</b> Assistant Nursery Matron Infant School Teacher
<b>PL WEL 8</b>	<b>:</b>	<b>Rs 9400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 17800</b> Store Clerk (Loan Stores) (Personal)
<b>PL WEL 9</b>	<b>:</b>	<b>Rs 9000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19000</b> Stadium Supervisor (New Grade)

**WELFARE DEPARTMENT (Contd.)**

<b>PL WEL 10</b>	<b>:</b>	<b>Rs 10450 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19000</b> Nursery Matron
<b>PL WEL 11</b>	<b>:</b>	<b>Rs 13200 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600</b> Foreman (Housing)
<b>PL WEL 12</b>	<b>:</b>	<b>Rs 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 20800</b> Swimming Pool Technician
<b>PL WEL 13</b>	<b>:</b>	<b>Rs 13500 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Supervisor Infant School
<b>PL WEL 14</b>	<b>:</b>	<b>Rs 10700 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200</b> Technician (Sound) Technician (Stage Lighting)
<b>PL WEL 15</b>	<b>:</b>	<b>Rs 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 24000</b> Welfare Officer Welfare Officer (Personal to holder appointed before 01.07.87)
<b>PL WEL 16</b>	<b>:</b>	<b>Rs 11450 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 - 24000</b> Swimming Coach/Life Saver
<b>PL WEL 17</b>	<b>:</b>	<b>Rs 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b> Sound and Lighting Designer
<b>PL WEL 18</b>	<b>:</b>	<b>Rs 17200 x 600 – 23200 x 800 – 26400</b> Senior Welfare Officer Senior Welfare Officer (Personal to holder appointed prior to 01.07.87)
<b>PL WEL 19</b>	<b>:</b>	<b>Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 31250</b> Principal Welfare Officer

**WELFARE DEPARTMENT (Contd.)**

**PL WEL 20 : Rs 26400 x 800 – 28000 x 1000 – 30000 x 1250 – 40000**  
Chief Welfare Officer

**WELFARE DEPARTMENT**

**PART-TIME WORKERS**

**PL WEL 21 : Rs 2560**  
Key Keeper

**PL WEL 22 : Rs 5425**  
Embroidery Instructress  
Music Instructress  
Sewing Instructress  
Yoga Instructor

**PL WEL 23 : Rs 6950**  
Instructor (Tamil Language, Yoga)

**PL WEL 24 : Rs 10150**  
Dressmaking Teacher

**HEALTH DEPARTMENT**

**SALARY SCHEDULE**

**PLH 1 : Rs 9600 x 200 – 10000**  
Trainee Health Inspector (New Grade)

**PLH 2 : Rs 6425 x 175 – 6600 x 200 – 10200**  
General Worker

**PLH 3 : Rs 7200 x 200 – 10200 x 250 – 10950**  
Handyworker (Sanitation/Disease Control)  
*formerly Workman (Sanitation)*  
Sanitary Attendant

**PLH 4 : Rs 7400 x 200 – 10200 x 250 – 11700**  
Refuse Collector (Personal)

**HEALTH DEPARTMENT (Contd.)**

<b>PLH 5</b>	<b>:</b>	<b>Rs 7800 x 200 – 10200 x 250 – 11700 x 300 – 12300</b> Burial Ground Attendant (Roster) Refuse Collector (Roster) (New Grade) Watchman
<b>PLH 6</b>	<b>:</b>	<b>Rs 8000 x 200 – 10200 x 250 – 11700 x 300 – 12600</b> Waste Water Pipe Cleaner
<b>PLH 7</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 14600</b> Driver (Van, Lorry)
<b>PLH 8</b>	<b>:</b>	<b>Rs 9600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 14600</b> Gangman (Cemetery)
<b>PLH 9</b>	<b>:</b>	<b>Rs 8800 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 - 15500</b> Driver/Scavenging Supervisor (Personal)
<b>PLH 10</b>	<b>:</b>	<b>Rs 9200 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 16600</b> Driver/Scavenging Supervisor (Roster) (New Grade)
<b>PLH 11</b>	<b>:</b>	<b>Rs 9000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 18400</b> Supervisor, Refuse Collection (Roster) (New Grade)
<b>PLH 12</b>	<b>:</b>	<b>Rs 11450 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 20200</b> Fish Expert (Personal to officer in post as at 01.07.93)
<b>PLH 13</b>	<b>:</b>	<b>Rs 10450 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200</b> Assistant Health Inspector
<b>PLH 14</b>	<b>:</b>	<b>Rs 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b> Health Inspector
<b>PLH 15</b>	<b>:</b>	<b>Rs 19600 x 600 – 23200 x 800 – 28000 x 1000 – 30000</b> Senior Health Inspector

**HEALTH DEPARTMENT (Contd.)**

<b>PLH 16</b>	<b>:</b>	<b>Rs 24800 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Principal Health Inspector
<b>PLH 17</b>	<b>:</b>	<b>Rs 27200 x 800 – 28000 x 1000 – 30000 x 1250 – 38750</b> Deputy Chief Health Inspector
<b>PLH 18</b>	<b>:</b>	<b>Rs 33750 x 1250 – 47500</b> Chief Health Inspector

**LIBRARY DEPARTMENT  
SALARY SCHEDULE**

<b>PLL 1</b>	<b>:</b>	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Tradesman's Assistant (Binder) (New Grade)
<b>PLL 2</b>		<b>Rs 8000 x 200 – 10200 x 250 – 11700 x 300 – 12600</b> Library Attendant
<b>PLL 3</b>	<b>:</b>	<b>Rs 9800 x 200 – 10200 x 250 – 11700 x 300 – 13500</b> Senior Library Attendant
<b>PLL 4</b>	<b>:</b>	<b>Rs 9600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600</b> Library Clerk
<b>PLL 5</b>	<b>:</b>	<b>Rs 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Senior Library Clerk
<b>PLL 6</b>	<b>:</b>	<b>Rs 14200 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Library Officer
<b>PLL 7</b>	<b>:</b>	<b>Rs 20200 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Senior Library Officer
<b>PLL 8</b>	<b>:</b>	<b>Rs 19600 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Librarian

**LIBRARY DEPARTMENT (Contd.)**

**PLL 9 : Rs 30000 x 1250 – 45000**  
Senior Librarian

**PARKS AND GARDENS DEPARTMENT  
SALARY SCHEDULE**

**PLPG 1 : Rs 6425 x 175 – 6600 x 200 – 10200**  
General Worker

**PLPG 2 : Rs 8000 x 200 – 10200 x 250 – 11700 x 300 – 12600**  
Gardener

**PLPG 3 : Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13200**  
Senior Gardener

**PLPG 4 : Rs 11700 x 300 – 13800 x 400 – 15000**  
Head Gardener

**PLPG 5 : Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x  
400 – 15000 x 500 – 16000 x 600 – 17200**  
Overseer

**PLPG 6 : Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x  
400 – 15000 x 500 – 16000 x 600 – 19000**  
Works Overseer (Personal to officers appointed  
prior to 15.09.05)

**PLPG 7 : Rs 15500 x 500 – 16000 x 600 – 23200 x 800 – 28000  
x 1000 – 30000**  
Deputy Superintendent of Parks and Gardens

**PLPG 8 : Rs 25600 x 800 – 28000 x 1000 – 30000 x 1250 –  
40000**  
Superintendent of Parks and Gardens

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## 1.2 MUNICIPAL COUNCIL OF BEAU BASSIN-ROSE HILL

### WORKS DEPARTMENT

#### Allowance to Carpenters

- 1.2.1 Carpenters, when posted at the Theatre, are paid a monthly allowance of Rs 300 for performing duties relating to theatre decor during and after normal office hours. We are maintaining the allowance and revising the quantum.

#### Recommendation 1

- 1.2.2 We recommend that Carpenters, when posted at the Theatre, should be paid a monthly allowance of Rs 360 for performing duties relating to theatre decor during and after normal office hours. This, however, does not preclude the payment of overtime for work performed beyond normal working hours.

### WELFARE DEPARTMENT

#### Allowance to Carpenter and Scene Shifter and Chief Carpenter and Scene Shifter

- 1.2.3 At present, Carpenter and Scene Shifter and Chief Carpenter and Scene Shifter are paid a monthly allowance of Rs 300 and Rs 400 respectively for performing duties relating to theatre décor during and after normal office hours. We are maintaining the allowance and revising the quantum.

#### Recommendation 2

- 1.2.4 We recommend that Carpenter and Scene Shifter and Chief Carpenter and Scene Shifter be paid a monthly allowance of Rs 360 and Rs 480 respectively for performing duties relating to theatre décor during and after normal office hours. This, however, does not preclude the payment of overtime for work performed beyond normal working hours.

### CHIEF EXECUTIVE'S DEPARTMENT

BRHCE 1 : Rs 7200 x 200 – 10200 x 250 – 10700  
General Worker (Personal)

BRHCE 2 : Rs 8000 x 200 – 10200 x 250 – 11700 x 300 – 12600  
Attendant  
*formerly Caretaker (Theatre and Salle des Fetes)*  
*Caretaker/Attendant*  
*Lecture Room Attendant*  
*Office Attendant*

CHIEF EXECUTIVE'S DEPARTMENT (Contd.)

BRHCE 3	:	<b>Rs 9800 x 200 – 10200 x 250 – 11700 x 300 – 13500</b> Senior Attendant (New Grade)
BRHCE 4	:	<b>Rs 11700 x 300 – 13800 x 400 – 15000</b> Head Attendant <i>formerly Senior/Head Office Attendant</i>
BRHCE 5	:	<b>Rs 8400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000</b> Telephone Operator/Receptionist
BRHCE 6	:	<b>Rs 9400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19000</b> Word Processing Operator
BRHCE 7	:	<b>Rs 9600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600</b> Clerical Officer/Higher Clerical Officer <i>formerly Clerk</i> Clerk/Word Processing Operator
BRHCE 8	:	<b>Rs 20000 (All-inclusive Allowance)</b> Attorney (Part-Time)
BRHCE 9	:	<b>Rs 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400</b> Senior Word Processing Operator
BRHCE 10	:	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Executive Officer <i>formerly Senior Clerk</i>
BRHCE 11	:	<b>Rs 13500 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22600</b> Committee Clerk
BRHCE 12	:	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b> Database Supervisor Internal Control Officer <i>formerly Assistant Internal Auditor</i>

**CHIEF EXECUTIVE'S DEPARTMENT (Contd.)**

<b>BRHCE 13</b>	<b>:</b>	<b>Rs 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b> Confidential Secretary
<b>BRHCE 14</b>	<b>:</b>	<b>Rs 17200 x 600 – 23200 x 800 – 26400</b> Higher Executive Officer <i>formerly Head Clerk</i> Human Resource Officer (New Grade)
<b>BRHCE 15</b>	<b>:</b>	<b>Rs 20200 x 600 – 23200 x 800 – 26400</b> Senior Committee Clerk
<b>BRHCE 16</b>	<b>:</b>	<b>Rs 14200 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Safety and Health Officer/Senior Safety and Health Officer
<b>BRHCE 17</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000</b> Senior Internal Control Officer <i>formerly Internal Auditor</i>
<b>BRHCE 18</b>	<b>:</b>	<b>Rs 20800 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 32500</b> Office Superintendent
<b>BRHCE 19</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 - 35000</b> Senior Human Resource Officer <i>formerly Personnel Officer</i>
<b>BRHCE 20</b>	<b>:</b>	<b>Rs 25600 x 800 – 28000 x 1000 – 30000 x 1250 – 36250</b> Principal Internal Control Officer (New Grade)
<b>BRHCE 21</b>	<b>:</b>	<b>Rs 19000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Assistant Chief Executive <i>formerly Assistant Town Clerk</i> Theatre Administrator
<b>BRHCE 22</b>	<b>:</b>	<b>Rs 19600 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> IT Officer

**CHIEF EXECUTIVE'S DEPARTMENT (Contd.)**

- BRHCE 23** : **Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000**  
Human Resource Management Officer  
*formerly Human Resources Development Officer*
- BRHCE 24** : **Rs 27200 x 800 – 28000 x 1000 – 30000 x 1250 – 45000**  
Attorney
- BRHCE 25** : **Rs 37500 x 1250 – 50000 x 1500 – 56000 x 2000 - 60000**  
Deputy Chief Executive  
*formerly Deputy Town Clerk*
- BRHCE 26** : **Rs 75000**  
Chief Executive  
*formerly Town Clerk*

**TREASURY**

**SALARY SCHEDULE**

- BRH T 1** : **Rs 7400 x 200 – 10200 x 250 – 11700**  
Stores Attendant
- BRH T 2** : **Rs 9400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 17200**  
Machine Operator
- BRH T 3** : **Rs 10450 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000**  
Usher/Prosecutor  
*formerly Usher*
- BRH T 4** : **Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000**  
Assistant Data Entry Controller  
Assistant Financial Operations Officer  
*formerly Book Keeper and Paying Clerk*  
Assistant Procurement and Supply Officer (New Grade)  
Purchasing and Supply Officer (Personal)

**TREASURY** (Contd.)

<b>BRH T 5</b>	<b>:</b>	<p><b>Rs 13500 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 24000</b></p> <p>Cashier (Personal) Revenue Collector (Personal)</p>
<b>BRH T 6</b>	<b>:</b>	<p><b>Rs 13200 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b></p> <p>Data Entry Controller</p>
<b>BRH T 7</b>	<b>:</b>	<p><b>Rs 17200 x 600 – 23200 x 800 – 26400</b></p> <p>Financial Operations Officer (New Grade) Procurement and Supply Officer <i>formerly Higher Purchasing and Supply Officer</i> Senior Usher/Prosecutor <i>formerly Senior Usher</i></p>
<b>BRH T 8</b>	<b>:</b>	<p><b>Rs 17200 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b></p> <p>Theatre Controller</p>
<b>BRH T 9</b>	<b>:</b>	<p><b>Rs 20800 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b></p> <p>Supervisor, Usher's/Prosecution Section (Personal) <i>formerly Supervisor, Usher's Section</i></p>
<b>BRH T 10</b>	<b>:</b>	<p><b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000</b></p> <p>Senior Financial Operations Officer <i>formerly Accounting Technician, Head of Section</i> Senior Procurement and Supply Officer <i>formerly Senior Purchasing and Supply Officer</i></p>
<b>BRH T 11</b>	<b>:</b>	<p><b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b></p> <p>Accountant (Qualified)</p>
<b>BRH T 12</b>	<b>:</b>	<p><b>Rs 30000 x 1250 – 50000</b></p> <p>Principal Accountant</p>
<b>BRH T 13</b>	<b>:</b>	<p><b>Rs 48750 x 1250 – 50000 x 1500 – 56000 x 2000 – 60000</b></p> <p>Financial Controller</p>

**WORKS DEPARTMENT**

**SALARY SCHEDULE**

<b>BRHW 1</b>	<b>:</b>	<b>Rs 6425 x 175 – 6600 x 200 – 10200</b> General Worker
<b>BRHW 2</b>	<b>:</b>	<b>Rs 7200 x 200 – 10200 x 250 – 10950</b> General Worker (Personal) Lorry Loader
<b>BRHW 3</b>	<b>:</b>	<b>Rs 7200 x 200 – 10200 x 250 – 11200</b> Handy Worker (New Grade)
<b>BRHW 4</b>	<b>:</b>	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Roadmender/Tarman Tradesman's Assistant
<b>BRHW 5</b>	<b>:</b>	<b>Rs 7600 x 200 – 10200 x 250 – 11700 x 300 – 12000</b> Handy Worker (Special Class) (New Grade)
<b>BRHW 6</b>	<b>:</b>	<b>Rs 7800 x 200 – 10200 x 250 – 11700 x 300 – 12300</b> Watchman
<b>BRHW 7</b>	<b>:</b>	<b>Rs 8000 x 200 – 10200 x 250 – 11700 x 300 – 12600</b> Gardener
<b>BRHW 8</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13200</b> Plant and Equipment Operator
<b>BRHW 9</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 14600</b> Driver
<b>BRHW 10</b>	<b>:</b>	<b>Rs 8800 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000</b> Carpenter Electrician Mason Mechanic Painter Panel Beater/Welder Plumber and Pipe Fitter

**WORKS DEPARTMENT** (Contd.)

<b>BRHW 11</b>	<b>:</b>	<b>Rs 11700 x 300 – 13800 x 400 – 15000</b> Head Gardener
<b>BRHW 12</b>	<b>:</b>	<b>Rs 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000</b> Driver, Heavy Mechanical Unit
<b>BRHW 13</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 17200</b> Overseer
<b>BRHW 14</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19000</b> Overseer (Drains, Works) (Personal to officers appointed prior to 15.09.05) Overseer (Parks and Gardens) (Personal to officers appointed prior to 15.09.05)
<b>BRHW 15</b>	<b>:</b>	<b>13200 x 400 – 15000 x 500 – 16000 x 600 – 19600</b> Chief Carpenter Chief Electrician Chief Mason Chief Mechanic Chief Painter
<b>BRHW 16</b>	<b>:</b>	<b>Rs 10000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400</b> Assistant Inspector of Works
<b>BRHW 17</b>	<b>:</b>	<b>Rs 16600 x 600 – 22000</b> Supervisor (Lighting Section) Workshop Supervisor
<b>BRHW 18</b>	<b>:</b>	<b>Rs 16000 x 600 – 23200</b> Supervisor (Lighting Section) (Personal to officer in post as at 30.06.03)
<b>BRHW 19</b>	<b>:</b>	<b>Rs 16600 x 600 – 23200 x 800 - 24800</b> Inspector of Works
<b>BRHW 20</b>	<b>:</b>	<b>Rs 14200 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Technical and Mechanical Officer

**WORKS DEPARTMENT (Contd.)**

<b>BRHW 21</b>	<b>:</b>	<b>Rs 20200 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Senior Inspector of Works
<b>BRHW 22</b>	<b>:</b>	<b>Rs 17200 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Engineering Assistant
<b>BRHW 23</b>	<b>:</b>	<b>23200 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Chief Inspector of Works
<b>BRHW 24</b>	<b>:</b>	<b>Rs 19000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Land Surveyor (New Grade)
<b>BRHW 25</b>	<b>:</b>	<b>Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Civil Engineer
<b>BRHW 26</b>	<b>:</b>	<b>Rs 30000 x 1250 – 50000</b> Head, Works Department

**PLANNING DEPARTMENT**

**SALARY SCHEDULE**

<b>BRHP 1</b>	<b>:</b>	<b>Rs 9200 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600</b> Cadastral Assistant
<b>BRHP 2</b>	<b>:</b>	<b>Rs 10000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400</b> Assistant Building Inspector (New Grade) Planning Assistant
<b>BRHP 3</b>	<b>:</b>	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 24000</b> Cadastral Officer
<b>BRHP 4</b>	<b>:</b>	<b>Rs 16000 x 600 – 23200 x 800 – 24800</b> Building Inspector



**PLANNING DEPARTMENT (Contd.)**

<b>BRHP 5</b>	<b>:</b>	<b>Rs 14200 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Planning Inspector
<b>BRHP 6</b>	<b>:</b>	<b>Rs 20200 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Senior Building Inspector (New Grade)
<b>BRHP 7</b>	<b>:</b>	<b>Rs 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Chief Building Inspector (New Grade)
<b>BRHP 8</b>	<b>:</b>	<b>Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Planning Officer
<b>BRHP 9</b>	<b>:</b>	<b>Rs 30000 x 1250 – 50000</b> Head, Planning Department

**WELFARE DEPARTMENT  
SALARY SCHEDULE**

<b>BRH WEL 1</b>	<b>:</b>	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Groundsman Nursery Attendant
<b>BRH WEL 2</b>	<b>:</b>	<b>Rs 8800 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000</b> Carpenter and Scene Shifter
<b>BRH WEL 3</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 17200</b> Assistant Nursery Matron Infant School Teacher Overseer
<b>BRH WEL 4</b>	<b>:</b>	<b>Rs 9400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19000</b> Overseer (Stadium) (Personal to officers in post as at 30.06.08) Theatre Electrician/Technical Assistant

**WELFARE DEPARTMENT** (Contd.)

- BRH WEL 5 : Rs 10450 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19000**  
Nursery Matron
- BRH WEL 6 : Rs 9600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600**  
Senior Overseer  
*formerly Senior Overseer (Stadium)*
- BRH WEL 7 : Rs 13200 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600**  
Chief Carpenter and Scene Shifter
- BRH WEL 8 : Rs 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400**  
Art Gallery Supervisor
- BRH WEL 9 : Rs 13500 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000**  
Supervisor Infant School
- BRH WEL 10 : Rs 10700 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200**  
Technician (Stage Lighting)  
Technician (Sound)
- BRH WEL 11 : Rs 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 24000**  
Welfare Officer  
Welfare Officer (Personal to holder appointed before 01.07.87)
- BRH WEL 12 : Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400**  
Assistant Stage Designer
- BRH WEL 13 : Rs 15500 x 500 – 16000 x 600 – 23200 x 800 – 26400**  
Sound and Lighting Designer
- BRH WEL 14 : Rs 17200 x 600 – 23200 x 800 – 26400**  
Senior Welfare Officer

**WELFARE DEPARTMENT (Contd.)**

- BRH WEL 15 : Rs 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200  
x 800 – 28000 x 1000 – 29000**  
Stage Designer
- BRH WEL 16 : Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 –  
30000 x 1250 – 31250**  
Principal Welfare Officer
- BRH WEL 17 : Rs 26400 x 800 – 28000 x 1000 – 30000 x 1250 –  
40000**  
Chief Welfare Officer

**WELFARE DEPARTMENT**

**PART-TIME WORKERS**

- BRH WEL 18 : Rs 120 per session of 3 hours**  
Social Hall Attendant
- BRH WEL 19 : Rs 310 per session of 1½ - 2 hours**  
Cooking Instructor  
Judo Instructor  
Modern Dance Instructor (Aerobic)  
Tai Chi Instructor  
Yoga Instructor
- BRH WEL 20 : Rs 3075**  
Art Teacher
- BRH WEL 21 : Rs 6525**  
Dance Teacher
- BRH WEL 22 : Rs 7950**  
Karate Teacher
- BRH WEL 23 : Rs 12125**  
Dressmaking Teacher

**HEALTH DEPARTMENT**

**SALARY SCHEDULE**

<b>BRHH 1</b>	<b>:</b>	<b>Rs 9600 x 200 – 10000</b> Trainee Health Inspector (New Grade)
<b>BRHH 2</b>	<b>:</b>	<b>Rs 6425 x 175 – 6600 x 200 – 10200</b> General Worker
<b>BRHH 3</b>	<b>:</b>	<b>Rs 7200 x 200 – 10200 x 250 – 10950</b> Market Cleaner (Personal) Sanitary Attendant
<b>BRHH 4</b>	<b>:</b>	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Refuse Collector (Personal)
<b>BRHH 5</b>	<b>:</b>	<b>Rs 7800 x 200 – 10200 x 250 – 11700 x 300 – 12300</b> Refuse Collector (Roster) (New Grade)
<b>BRHH 6</b>	<b>:</b>	<b>Rs 8000 x 200 – 10200 x 250 – 11700 x 300 – 12600</b> Chemical Sprayerman
<b>BRHH 7</b>	<b>:</b>	<b>Rs 8800 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 15500</b> Driver/Scavenging Supervisor (Personal)
<b>BRHH 8</b>	<b>:</b>	<b>Rs 9200 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 16600</b> Driver/Scavenging Supervisor (Roster) (New Grade)
<b>BRHH 9</b>	<b>:</b>	<b>Rs 9000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 18400</b> Supervisor, Refuse Collection (Roster) (New Grade)
<b>BRHH 10</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19000</b> Overseer (Personal to officer in post as at 01.07.93)
<b>BRHH 11</b>	<b>:</b>	<b>Rs 10450 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200</b> Assistant Health Inspector

**HEALTH DEPARTMENT (Contd.)**

<b>BRHH 12</b>	<b>:</b>	<b>Rs 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b>
		Health Inspector
<b>BRHH 13</b>	<b>:</b>	<b>Rs 19600 x 600 – 23200 x 800 – 28000 x 1000 – 30000</b>
		Senior Health Inspector
<b>BRHH 14</b>	<b>:</b>	<b>Rs 24800 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b>
		Principal Health Inspector
<b>BRHH 15</b>	<b>:</b>	<b>Rs 33750 x 1250 – 47500</b>
		Chief Health Inspector

**LIBRARY DEPARTMENT**

**SALARY SCHEDULE**

<b>BRHL 1</b>	<b>:</b>	<b>Rs 8000 x 200 – 10200 x 250 – 11700 x 300 – 12600</b>
		Library Attendant
<b>BRHL 2</b>	<b>:</b>	<b>Rs 9800 x 200 – 10200 x 250 – 11700 x 300 – 13500</b>
		Senior Library Attendant
<b>BRHL 3</b>	<b>:</b>	<b>Rs 8800 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000</b>
		Binder
<b>BRHL 4</b>	<b>:</b>	<b>Rs 9600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600</b>
		Library Clerk
<b>BRHL 5</b>	<b>:</b>	<b>Rs 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b>
		Senior Library Clerk
<b>BRHL 6</b>	<b>:</b>	<b>Rs 14200 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b>
		Library Officer

**LIBRARY DEPARTMENT (Contd.)**

- BRHL 7 : Rs 20200 x 600 – 23200 x 800 – 28000 x 1000 –  
30000 x 1250 – 33750**  
Senior Library Officer
- BRHL 8 : Rs 19600 x 600 – 23200 x 800 – 28000 x 1000 –  
30000 x 1250 – 40000**  
Librarian
- BRHL 9 : Rs 30000 x 1250 – 45000**  
Senior Librarian

**LIBRARY DEPARTMENT**

**PART-TIME WORKERS**

- BRHL 10 : Rs 225 per session of 4 hours**  
Library Attendant

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### 1.3 MUNICIPAL COUNCIL OF CUREPIPE

#### CHIEF EXECUTIVE'S DEPARTMENT

#### SALARY SCHEDULE

<b>CCE 1</b>	<b>:</b>	<b>Rs 8000 x 200 – 10200 x 250 – 11700 x 300 – 12600</b> Attendant <i>formerly Office Attendant</i> <i>Sub-Hall Attendant</i>
<b>CCE 2</b>	<b>:</b>	<b>Rs 8200 x 200 – 10200 x 250 – 11700 x 300 – 12900</b> Office Attendant (Personal to officers in post as at 30.06.98) Office Attendant (Personal to officers in post as at 30.06.87)
<b>CCE 3</b>	<b>:</b>	<b>Rs 9800 x 200 – 10200 x 250 – 11700 x 300 – 13500</b> Senior Attendant (New Grade)
<b>CCE 4</b>	<b>:</b>	<b>Rs 10700 x 250 – 11700 x 300 – 13800 x 400 – 14600</b> Mayor's Chauffeur (Personal)
<b>CCE 5</b>	<b>:</b>	<b>Rs 11700 x 300 – 13800 x 400 – 15000</b> Head Attendant <i>formerly Senior/Head Office Attendant</i>
<b>CCE 6</b>	<b>:</b>	<b>Rs 8400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000</b> Telephone Operator/Receptionist
<b>CCE 7</b>	<b>:</b>	<b>Rs 9400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19000</b> Word Processing Operator
<b>CCE 8</b>	<b>:</b>	<b>Rs 9600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600</b> Clerical Officer/Higher Clerical Officer <i>formerly Clerk</i> Clerk/Word Processing Operator
<b>CCE 9</b>	<b>:</b>	<b>Rs 20000 (All-inclusive Allowance)</b> Attorney (Part-Time)

**CHIEF EXECUTIVE'S DEPARTMENT** (Contd.)

<b>CCE 10</b>	<b>:</b>	<b>Rs 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400</b> Senior Word Processing Operator
<b>CCE 11</b>	<b>:</b>	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Executive Officer <i>formerly Senior Clerk</i>
<b>CCE 12</b>	<b>:</b>	<b>Rs 13500 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22600</b> Committee Clerk
<b>CCE 13</b>	<b>:</b>	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200</b> Liaison Officer
<b>CCE 14</b>	<b>:</b>	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b> Database Supervisor Internal Control Officer <i>formerly Assistant Internal Auditor</i>
<b>CCE 15</b>	<b>:</b>	<b>Rs 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b> Confidential Secretary
<b>CCE 16</b>	<b>:</b>	<b>Rs 17200 x 600 – 23200 x 800 – 26400</b> Higher Executive Officer <i>formerly Head Clerk</i> Human Resource Officer (New Grade)
<b>CCE 17</b>	<b>:</b>	<b>Rs 20200 x 600 – 23200 x 800 – 26400</b> Senior Committee Clerk
<b>CCE 18</b>	<b>:</b>	<b>Rs 14200 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Safety and Health Officer/Senior Safety and Health Officer
<b>CCE 19</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000</b> Senior Internal Control Officer <i>formerly Internal Auditor</i>



**CHIEF EXECUTIVE'S DEPARTMENT (Contd.)**

<b>CCE 20</b>	<b>:</b>	<b>Rs 20800 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 32500</b> Office Superintendent
<b>CCE 21</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 35000</b> Senior Human Resource Officer <i>formerly Personnel Officer</i>
<b>CCE 22</b>	<b>:</b>	<b>Rs 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 35000</b> Citizen's Advice Officer
<b>CCE 23</b>	<b>:</b>	<b>Rs 19000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Assistant Chief Executive <i>formerly Assistant Town Clerk</i>
<b>CCE 24</b>	<b>:</b>	<b>Rs 19600 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> IT Officer
<b>CCE 25</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Human Resource Management Officer <i>formerly Human Resources Development Officer</i> Internal Auditor (Qualified) (Personal)
<b>CCE 26</b>	<b>:</b>	<b>Rs 27200 x 800 – 28000 x 1000 – 30000 x 1250 – 45000</b> Attorney
<b>CCE 27</b>	<b>:</b>	<b>Rs 37500 x 1250 – 50000 x 1500 – 56000 x 2000 - 60000</b> Deputy Chief Executive <i>formerly Deputy Town Clerk</i>
<b>CCE 28</b>	<b>:</b>	<b>Rs 75000</b> Chief Executive <i>formerly Town Clerk</i>

**TREASURY**  
**SALARY SCHEDULE**

<b>CT 1</b>	:	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Stores Attendant
<b>CT 2</b>	:	<b>Rs 9400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 17200</b> Accounting Machine Operator (Personal)
<b>CT 3</b>	:	<b>Rs 10450 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Usher/Prosecutor <i>formerly Usher</i>
<b>CT 4</b>	:	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Assistant Financial Operations Officer (New Grade) Assistant Procurement and Supply Officer (New Grade) Purchasing and Supply Officer (Personal)
<b>CT 5</b>	:	<b>Rs 13500 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 24000</b> Cashier (Personal) Receiving Cashier (Personal) Revenue Collector (Personal) Senior Clerk Establishment (Personal)
<b>CT 6</b>	:	<b>Rs 13200 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b> Data Entry Controller
<b>CT 7</b>	:	<b>Rs 17200 x 600 – 23200 x 800 – 26400</b> Financial Operations Officer (New Grade) Procurement and Supply Officer <i>formerly Higher Purchasing and Supply Officer</i> Senior Usher/Prosecutor <i>formerly Senior Usher</i>
<b>CT 8</b>	:	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000</b> Senior Financial Operations Officer <i>formerly Accounting Technician, Head of Section</i> Senior Procurement and Supply Officer <i>formerly Senior Purchasing and Supply Officer</i>

**TREASURY (Contd.)**

<b>C T 9</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Accountant (Qualified)
<b>C T 10</b>	<b>:</b>	<b>Rs 30000 x 1250 – 50000</b> Principal Accountant
<b>C T 11</b>	<b>:</b>	<b>Rs 48750 x 1250 – 50000 x 1500 – 56000 x 2000 – 60000</b> Financial Controller

**WORKS DEPARTMENT  
SALARY SCHEDULE**

<b>CW 1</b>	<b>:</b>	<b>Rs 9600 x 200 – 10000</b> Trainee Draughtsman
<b>CW 2</b>	<b>:</b>	<b>Rs 6425 x 175 – 6600 x 200 – 10200</b> General Worker
<b>CW 3</b>	<b>:</b>	<b>Rs 7200 x 200 – 10200 x 250 – 10950</b> Caretaker General Worker (Personal) Lorry Loader
<b>CW 4</b>	<b>:</b>	<b>Rs 7200 x 200 – 10200 x 250 – 11200</b> Handy Worker (New Grade)
<b>CW 5</b>	<b>:</b>	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Bitumen Sprayer Helper Concrete Mixer Attendant Roadmender/Tarman Roller Helper Tradesman's Assistant
<b>CW 6</b>	<b>:</b>	<b>Rs 7600 x 200 – 10200 x 250 – 11700 x 300 – 12000</b> Handy Worker (Special Class) (New Grade)
<b>CW 7</b>	<b>:</b>	<b>Rs 7800 x 200 – 10200 x 250 – 11700 x 300 – 12300</b> Watchman

**WORKS DEPARTMENT (Contd.)**

<b>CW 8</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13200</b> Plant and Equipment Operator
<b>CW 9</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 14600</b> Driver
<b>CW 10</b>	<b>:</b>	<b>Rs 9600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 14600</b> Gangman
<b>CW 11</b>	<b>:</b>	<b>Rs 8800 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000</b> Automobile Electrician Blacksmith Carpenter Electrician Mason Mechanic Painter Panel Beater Plumber and Pipe Fitter Welder
<b>CW 12</b>	<b>:</b>	<b>Rs 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000</b> Driver, Heavy Mechanical Unit
<b>CW 13</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 17200</b> Overseer
<b>CW 14</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19000</b> Overseer (Personal to Officers appointed prior to 15.09.05)
<b>CW 15</b>	<b>:</b>	<b>Rs 13200 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600</b> Chief Mechanic Foreman

**WORKS DEPARTMENT (Contd.)**

<b>CW 16</b>	<b>:</b>	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 24000</b> Draughtsman
<b>CW 17</b>	<b>:</b>	<b>Rs 16000 x 600 – 23200 x 800 – 24800</b> Chief Controller of Works (Personal to officer in post as at 01.07.93) Inspector of Works
<b>CW 18</b>	<b>:</b>	<b>Rs 20200 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Senior Inspector of Works
<b>CW 19</b>	<b>:</b>	<b>Rs 17200 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Engineering Assistant (Works)
<b>CW 20</b>	<b>:</b>	<b>Rs 19000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Land Surveyor <i>formerly Town Surveyor</i>
<b>CW 21</b>	<b>:</b>	<b>Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Civil Engineer
<b>CW 22</b>	<b>:</b>	<b>Rs 30000 x 1250 – 50000</b> Head, Works Department

**PLANNING DEPARTMENT**

**SALARY SCHEDULE**

<b>CP 1</b>	<b>:</b>	<b>Rs 9200 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600</b> Cadastral Assistant
<b>CP 2</b>	<b>:</b>	<b>Rs 10000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400</b> Assistant Building Inspector (New Grade) Planning Assistant

**PLANNING DEPARTMENT (Contd.)**

<b>CP 3</b>	<b>:</b>	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 24000</b> Cadastral Officer
<b>CP 4</b>	<b>:</b>	<b>Rs 16000 x 600 – 23200 x 800 – 24800</b> Building Inspector
<b>CP 5</b>	<b>:</b>	<b>Rs 14200 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Planning Inspector
<b>CP 6</b>	<b>:</b>	<b>Rs 20200 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Senior Building Inspector (New Grade)
<b>CP 7</b>	<b>:</b>	<b>Rs 17200 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Engineering Assistant (Planning and Building)
<b>CP 8</b>	<b>:</b>	<b>Rs 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Chief Building Inspector (New Grade)
<b>CP 9</b>	<b>:</b>	<b>Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Planning Officer
<b>CP 10</b>	<b>:</b>	<b>Rs 30000 x 1250 – 50000</b> Head, Planning Department

**WELFARE DEPARTMENT**

**SALARY SCHEDULE**

<b>C WEL 1</b>	<b>:</b>	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Children Playground Attendant Groundsman
<b>C WEL 2</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 17200</b> Infant School Teacher

**WELFARE DEPARTMENT (Contd.)**

<b>C WEL 3</b>	<b>:</b>	<b>Rs 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400</b> Art Gallery Supervisor
<b>C WEL 4</b>	<b>:</b>	<b>Rs 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 24000</b> Welfare Officer Welfare Officer (Personal to holder appointed before 01.07.87)
<b>C WEL 5</b>	<b>:</b>	<b>Rs 17200 x 600 – 23200 x 800 – 26400</b> Senior Welfare Officer
<b>C WEL 6</b>	<b>:</b>	<b>Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 31250</b> Principal Welfare Officer
<b>C WEL 7</b>	<b>:</b>	<b>Rs 26400 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Chief Welfare Officer

**HEALTH DEPARTMENT**

**SALARY SCHEDULE**

<b>CH 1</b>	<b>:</b>	<b>Rs 9600 x 200 – 10000</b> Trainee Health Inspector (New Grade)
<b>CH 2</b>	<b>:</b>	<b>Rs 6425 x 175 – 6600 x 200 – 10200</b> General Worker
<b>CH 3</b>	<b>:</b>	<b>Rs 7200 x 200 – 10200 x 250 – 10950</b> Caretaker Lawn Mower Operator Sanitary Attendant
<b>CH 4</b>	<b>:</b>	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Refuse Collector (Personal)

**HEALTH DEPARTMENT (Contd.)**

<b>CH 5</b>	<b>:</b>	<b>Rs 7800 x 200 – 10200 x 250 – 11700 x 300 – 12300</b> Burial Ground Attendant (Roster) Refuse Collector (Roster) (New Grade) Watchman
<b>CH 6</b>	<b>:</b>	<b>Rs 8000 x 200 – 10200 x 250 – 11700 x 300 – 12600</b> Gardener
<b>CH 7</b>	<b>:</b>	<b>Rs 8800 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 15500</b> Supervisor (Personal to officer in post as at 01.07.93)
<b>CH 8</b>	<b>:</b>	<b>Rs 9000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 18400</b> Supervisor, Refuse Collection (Roster) (New Grade)
<b>CH 9</b>	<b>:</b>	<b>Rs 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19000</b> Overseer (Personal to officer in post as at 01.07.93)
<b>CH 10</b>	<b>:</b>	<b>Rs 10000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22600</b> Assistant Health Inspector (Personal to officer in post as at 1.7.93)
<b>CH 11</b>	<b>:</b>	<b>Rs 10450 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200</b> Assistant Health Inspector
<b>CH 12</b>	<b>:</b>	<b>Rs 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b> Health Inspector
<b>CH 13</b>	<b>:</b>	<b>Rs 19600 x 600 – 23200 x 800 – 28000 x 1000 – 30000</b> Senior Health Inspector
<b>CH 14</b>	<b>:</b>	<b>Rs 24800 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Principal Health Inspector



**HEALTH DEPARTMENT (Contd.)**

**CH 15 : Rs 33750 x 1250 – 47500**  
Chief Health Inspector

**LIBRARY DEPARTMENT**

**SALARY SCHEDULE**

**CL 1 : Rs 7400 x 200 – 10200 x 250 – 11700**  
Tradesman's Assistant (Binder)

**CL 2 : Rs 8000 x 200 – 10200 x 250 – 11700 x 300 – 12600**  
Library Attendant (New Grade)

**CL 3 : Rs 8800 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000**  
Binder

**CL 4 : Rs 9600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600**  
Library Clerk

**CL 5 : Rs 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000**  
Senior Library Clerk

**CL 6 : Rs 14200 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 28000 x 1000 – 29000**  
Library Officer

**CL 7 : Rs 20200 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 33750**  
Senior Library Officer

**CL 8 : Rs 19600 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000**  
Librarian

**CL 9 : Rs 30000 x 1250 – 45000**  
Senior Librarian

**PARKS AND GARDENS**

**CPG 1 : Rs 25600 x 800 – 28000 x 1000 – 30000 x 1250 –  
40000**

Superintendent of Parks and Gardens

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## 1.4 MUNICIPAL COUNCIL OF QUATRE BORNES

### CHIEF EXECUTIVE'S DEPARTMENT

#### SALARY SCHEDULE

<b>QBCE 1</b>	<b>:</b>	<b>Rs 8000 x 200 – 10200 x 250 – 11700 x 300 – 12600</b> Attendant <i>formerly Market Attendant Office Attendant Stadium Attendant Sub-Hall Attendant</i>
<b>QBCE 2</b>	<b>:</b>	<b>Rs 9800 x 200 – 10200 x 250 – 11700 x 300 – 13500</b> Senior Attendant (New Grade)
<b>QBCE 3</b>	<b>:</b>	<b>Rs 11700 x 300 – 13800 x 400 – 15000</b> Head Attendant <i>formerly Hall Attendant Senior/Head Office Attendant</i>
<b>QBCE 4</b>	<b>:</b>	<b>Rs 8400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000</b> Telephone Operator/Receptionist
<b>QBCE 5</b>	<b>:</b>	<b>Rs 9400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19000</b> Word Processing Operator
<b>QBCE 6</b>	<b>:</b>	<b>Rs 9600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600</b> Clerical Officer/Higher Clerical Officer <i>formerly Clerk</i> Clerk/Word Processing Operator
<b>QBCE 7</b>	<b>:</b>	<b>Rs 20000 (All-inclusive Allowance)</b> Attorney (Part-Time)
<b>QBCE 8</b>	<b>:</b>	<b>Rs 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400</b> Senior Word Processing Operator
<b>QBCE 9</b>	<b>:</b>	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Executive Officer <i>formerly Senior Clerk</i>

CHIEF EXECUTIVE'S DEPARTMENT (Contd.)

QBCE 10	:	<b>Rs 13500 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22600</b> Committee Clerk
QBCE 11	:	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b> Database Supervisor Internal Control Officer <i>formerly Assistant Internal Auditor</i>
QBCE 12	:	<b>Rs 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b> Confidential Secretary
QBCE 13	:	<b>Rs 17200 x 600 – 23200 x 800 – 26400</b> Higher Executive Officer <i>formerly Head Clerk</i> Human Resource Officer (New Grade)
QBCE 14	:	<b>Rs 20200 x 600 – 23200 x 800 – 26400</b> Senior Committee Clerk
QBCE 15	:	<b>Rs 14200 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Safety and Health Officer/Senior Safety and Health Officer
QBCE 16	:	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000</b> Senior Internal Control Officer (New Grade)
QBCE 17	:	<b>Rs 20800 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 32500</b> Office Superintendent
QBCE 18	:	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 35000</b> Senior Human Resource Officer <i>formerly Personnel Officer</i>
QBCE 19	:	<b>Rs 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 35000</b> Citizen's Advice Officer

**CHIEF EXECUTIVE'S DEPARTMENT (Contd.)**

<b>QBCE 20</b>	<b>:</b>	<b>Rs 19000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Assistant Chief Executive <i>formerly Assistant Town Clerk</i>
<b>QBCE 21</b>	<b>:</b>	<b>Rs 19600 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> IT Officer
<b>QBCE 22</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Human Resource Management Officer <i>formerly Human Resources Development Officer</i> Internal Auditor (Qualified) (Personal)
<b>QBCE 23</b>	<b>:</b>	<b>Rs 27200 x 800 – 28000 x 1000 – 30000 x 1250 – 45000</b> Attorney
<b>QBCE 24</b>	<b>:</b>	<b>Rs 37500 x 1250 – 50000 x 1500 – 56000 x 2000 - 60000</b> Deputy Chief Executive <i>formerly Deputy Town Clerk</i>
<b>QBCE 25</b>	<b>:</b>	<b>Rs 75000</b> Chief Executive <i>formerly Town Clerk</i>

**TREASURY**

**SALARY SCHEDULE**

<b>QB T 1</b>	<b>:</b>	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Stores Attendant
<b>QB T 2</b>	<b>:</b>	<b>Rs 10450 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Usher/Prosecutor <i>formerly Usher</i>

**TREASURY** (Contd.)

<b>QB T 3</b>	<b>:</b>	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Assistant Data Entry Controller Assistant Financial Operations Officer (New Grade) Assistant Procurement and Supply Officer (New Grade) Purchasing and Supply Officer (Personal)
<b>QB T 4</b>	<b>:</b>	<b>Rs 13500 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 24000</b> Cashier (Personal) Revenue Collector (Personal)
<b>QB T 5</b>	<b>:</b>	<b>Rs 13200 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b> Data Entry Controller
<b>QB T 6</b>	<b>:</b>	<b>Rs 17200 x 600 – 23200 x 800 – 26400</b> Financial Operations Officer <i>formerly Revenue Collector (Courts) (Personal)</i> Procurement and Supply Officer <i>formerly Higher Purchasing and Supply Officer</i> Senior Usher/Prosecutor <i>formerly Senior Usher</i>
<b>QB T 7</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000</b> Senior Financial Operations Officer <i>formerly Head of Section</i>
<b>QB T 8</b>	<b>:</b>	<b>Rs 20200 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 35000</b> Accountant (Non-Qualified) (Personal)
<b>QB T 9</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Accountant (Qualified)
<b>QB T 10</b>	<b>:</b>	<b>Rs 30000 x 1250 – 50000</b> Principal Accountant
<b>QB T 11</b>	<b>:</b>	<b>Rs 48750 x 1250 – 50000 x 1500 – 56000 x 2000 – 60000</b> Financial Controller

**WORKS DEPARTMENT**

**SALARY SCHEDULE**

<b>QBW 1</b>	<b>:</b>	<b>Rs 6425 x 175 – 6600 x 200 – 10200</b> General Worker
<b>QBW 2</b>	<b>:</b>	<b>Rs 7200 x 200 – 10200 x 250 – 10950</b> General Worker (Personal) Lorry Loader
<b>QBW 3</b>	<b>:</b>	<b>Rs 7200 x 200 – 10200 x 250 – 11200</b> Handy Worker (New Grade)
<b>QBW 4</b>	<b>:</b>	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Roadmender/Tarman Stores Attendant Tradesman's Assistant
<b>QBW 5</b>	<b>:</b>	<b>Rs 7600 x 200 – 10200 x 250 – 11700 x 300 – 12000</b> Handy Worker (Special Class) (New Grade)
<b>QBW 6</b>	<b>:</b>	<b>Rs 7800 x 200 – 10200 x 250 – 11700 x 300 – 12300</b> Watchman
<b>QBW 7</b>	<b>:</b>	<b>Rs 8000 x 200 – 10200 x 250 – 11700 x 300 – 12600</b> Gardener
<b>QBW 8</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13200</b> Plant and Equipment Operator
<b>QBW 9</b>	<b>:</b>	<b>Rs 7800 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 14600</b> Survey Field Worker/Senior Survey Field Worker <i>formerly Chainman</i> <i>Poler</i>
<b>QBW 10</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 14600</b> Barbender Driver
<b>QBW 11</b>	<b>:</b>	<b>Rs 9600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 14600</b> Gangman

**WORKS DEPARTMENT** (Contd.)

<b>QBW 12</b>	<b>:</b>	<b>Rs 8800 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000</b> Automobile Electrician Carpenter Electrician Mason Mechanic Painter Panel Beater Plumber and Pipe Fitter Welder
<b>QBW 13</b>	<b>:</b>	<b>Rs 11700 x 300 – 13800 x 400 – 15000</b> Head Gardener
<b>QBW 14</b>	<b>:</b>	<b>Rs 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000</b> Driver, Heavy Mechanical Unit
<b>QBW 15</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 17200</b> Overseer
<b>QBW 16</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19000</b> Overseer (Personal to officers appointed prior to 15.09.05)
<b>QBW 17</b>	<b>:</b>	<b>Rs 13200 x 400 – 15000 x 500 – 16000 x 600 – 19600</b> Chief Carpenter Chief Electrician Chief Mason Chief Mechanic Chief Painter Chief Welder Foreman
<b>QBW 18</b>	<b>:</b>	<b>Rs 10000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400</b> Assistant Inspector of Works
<b>QBW 19</b>	<b>:</b>	<b>Rs 16600 x 600 – 22000</b> Supervisor (Lighting Section) (New Grade)



**WORKS DEPARTMENT (Contd.)**

<b>QBW 20</b>	<b>:</b>	<b>Rs 16000 x 600 – 23200 x 800 - 24800</b> Inspector of Works
<b>QBW 21</b>	<b>:</b>	<b>Rs 14200 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Technical and Mechanical Officer
<b>QBW 22</b>	<b>:</b>	<b>Rs 20200 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Senior Inspector of Works
<b>QBW 23</b>	<b>:</b>	<b>Rs 17200 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Engineering Assistant
<b>QBW 24</b>	<b>:</b>	<b>Rs 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Chief Inspector of Works
<b>QBW 25</b>	<b>:</b>	<b>Rs 19000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Land Surveyor (New Grade)
<b>QBW 26</b>	<b>:</b>	<b>Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Civil Engineer
<b>QBW 27</b>	<b>:</b>	<b>Rs 30000 x 1250 – 50000</b> Head, Works Department

**PLANNING DEPARTMENT**

**SALARY SCHEDULE**

<b>QBP 1</b>	<b>:</b>	<b>Rs 9200 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600</b> Cadastral Assistant
<b>QBP 2</b>	<b>:</b>	<b>Rs 10000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400</b> Assistant Building Inspector Planning Assistant

**PLANNING DEPARTMENT (Contd.)**

<b>QBP 3</b>	<b>:</b>	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 24000</b> Cadastral Officer
<b>QBP 4</b>	<b>:</b>	<b>Rs 16000 x 600 – 23200 x 800 – 24800</b> Building Inspector
<b>QBP 5</b>	<b>:</b>	<b>Rs 14200 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Planning Inspector
<b>QBP 6</b>	<b>:</b>	<b>Rs 20200 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Senior Building Inspector (New Grade)
<b>QBP 7</b>	<b>:</b>	<b>Rs 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Chief Building Inspector (New Grade)
<b>QBP 8</b>	<b>:</b>	<b>Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Planning Officer
<b>QBP 9</b>	<b>:</b>	<b>Rs 30000 x 1250 – 50000</b> Head, Planning Department

**WELFARE DEPARTMENT**

**SALARY SCHEDULE**

<b>QB WEL 1</b>	<b>:</b>	<b>Rs 6425 x 175 – 6600 x 200 – 10200</b> General Worker
<b>QB WEL 2</b>	<b>:</b>	<b>Rs 7000 x 200 – 10200 x 250 – 10700</b> General Worker (Personal) <i>formerly General Office/Premises Worker (Personal to holder in post prior to 01.07.87)</i>
<b>QB WEL 3</b>	<b>:</b>	<b>Rs 7200 x 200 – 10200 x 250 – 10950</b> Caretaker Caretaker (Children's Playground)

**WELFARE DEPARTMENT (Contd.)**

<b>QB WEL 4</b>	<b>:</b>	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Attendant (Vocational Training Centre) Children's Playground Attendant Groundsman
<b>QB WEL 5</b>	<b>:</b>	<b>Rs 7800 x 200 – 10200 x 250 – 11700 x 300 – 12300</b> Watchman
<b>QB WEL 6</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 17200</b> Infant School Teacher
<b>QB WEL 7</b>	<b>:</b>	<b>Rs 11450 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 17200</b> Dressmaking Teacher
<b>QB WEL 8</b>	<b>:</b>	<b>Rs 9000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19000</b> Stadium Supervisor
<b>QB WEL 9</b>	<b>:</b>	<b>Rs 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400</b> Art Gallery Supervisor (New Grade)
<b>QB WEL 10</b>	<b>:</b>	<b>Rs 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 24000</b> Welfare Officer
<b>QB WEL 11</b>	<b>:</b>	<b>Rs 17200 x 600 – 23200 x 800 – 26400</b> Senior Welfare Officer
<b>QB WEL 12</b>	<b>:</b>	<b>Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 31250</b> Principal Welfare Officer
<b>QB WEL 13</b>	<b>:</b>	<b>Rs 26400 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Chief Welfare Officer

**HEALTH DEPARTMENT**

**SALARY SCHEDULE**

<b>QBH 1</b>	<b>:</b>	<b>Rs 9600 x 200 – 10000</b> Trainee Health Inspector (New Grade)
<b>QBH 2</b>	<b>:</b>	<b>Rs 6425 x 175 – 6600 x 200 – 10200</b> General Worker
<b>QBH 3</b>	<b>:</b>	<b>Rs 7200 x 200 – 10200 x 250 – 10950</b> Sanitary Attendant
<b>QBH 4</b>	<b>:</b>	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Refuse Collector (Personal)
<b>QBH 5</b>	<b>:</b>	<b>Rs 7800 x 200 – 10200 x 250 – 11700 x 300 – 12300</b> Refuse Collector (Roster) (New Grade) Watchman
<b>QBH 6</b>	<b>:</b>	<b>Rs 8000 x 200 – 10200 x 250 – 11700 x 300 – 12600</b> Chemical Sprayerman
<b>QBH 7</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 14600</b> Driver
<b>QBH 8</b>	<b>:</b>	<b>Rs 9600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 14600</b> Gangman
<b>QBH 9</b>	<b>:</b>	<b>Rs 8800 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000</b> Incinerator Operator
<b>QBH 10</b>	<b>:</b>	<b>Rs 8800 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 15500</b> Driver/Scavenging Supervisor (Personal)
<b>QBH 11</b>	<b>:</b>	<b>Rs 9200 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 16600</b> Driver/Scavenging Supervisor (Roster) (New Grade)

**HEALTH DEPARTMENT (Contd.)**

<b>QBH 12</b>	<b>:</b>	<b>Rs 9000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 18400</b> Supervisor, Refuse Collection (Roster) (New Grade)
<b>QBH 13</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19000</b> Overseer (Personal to officer in post as at 01.07.93)
<b>QBH 14</b>	<b>:</b>	<b>Rs 10450 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200</b> Assistant Health Inspector
<b>QBH 15</b>	<b>:</b>	<b>Rs 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b> Health Inspector
<b>QBH 16</b>	<b>:</b>	<b>Rs 19600 x 600 – 23200 x 800 – 28000 x 1000 – 30000</b> Senior Health Inspector
<b>QBH 17</b>	<b>:</b>	<b>Rs 24800 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Principal Health Inspector
<b>QBH 18</b>	<b>:</b>	<b>Rs 33750 x 1250 – 47500</b> Chief Health Inspector

**LIBRARY DEPARTMENT**

**SALARY SCHEDULE**

<b>QBL 1</b>	<b>:</b>	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Tradesman's Assistant (Binder)
<b>QBL 2</b>	<b>:</b>	<b>Rs 8000 x 200 – 10200 x 250 – 11700 x 300 – 12600</b> Library Attendant
<b>QBL 3</b>	<b>:</b>	<b>Rs 9800 x 200 – 10200 x 250 – 11700 x 300 – 13500</b> Senior Library Attendant
<b>QBL 4</b>	<b>:</b>	<b>Rs 8800 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000</b> Binder

**LIBRARY DEPARTMENT (Contd.)**

<b>QBL 5</b>	<b>:</b>	<b>Rs 9600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600</b> Library Clerk
<b>QBL 6</b>	<b>:</b>	<b>Rs 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Senior Library Clerk
<b>QBL 7</b>	<b>:</b>	<b>Rs 14200 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Library Officer
<b>QBL 8</b>	<b>:</b>	<b>Rs 20200 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Senior Library Officer
<b>QBL 9</b>	<b>:</b>	<b>Rs 19600 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Librarian
<b>QBL 10</b>	<b>:</b>	<b>Rs 30000 x 1250 – 45000</b> Senior Librarian

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**1.5 MUNICIPAL COUNCIL OF VACOAS-PHOENIX**  
**WELFARE DEPARTMENT**

**Gymnasium Instructor (Part-Time)**

- 1.5.1 At present, there are 16 Municipal Gymnasiums in the municipal catchment area of Vacoas-Phoenix. However, only one part-time Gymnasium Instructor is in post and the incumbent is being paid Rs 210 for each session of 3 hours.
- 1.5.2 The Municipal Council is currently facing difficulty in recruiting and retaining part-time Gymnasium Instructors. Out of eight posts of part-time Gymnasium Instructor on the establishment of the Council, only one post has, so far, been filled.
- 1.5.3 Recruitment to the grade of Gymnasium Instructor (Part-Time) is, presently, made by selection from among candidates possessing a Cambridge School Certificate, a “Club” Coach Certificate obtained from the Ministry of Youth and Sports or from a recognized institution or a “Brevet d’Etat des Cadres Sportif” obtained from the Ministry of Youth and Sports, and at least one year practical training in sports activities such as aerobics, yoga, kickboxing, judo, karate and others, or an alternative qualification acceptable to the Local Government Service Commission.
- 1.5.4 The Local Government Service Commission has submitted that, to resolve the problem of recruitment in the grade, the qualification requirements may be amended to widen the scope of recruitment. The Management of the Council, on its part, has represented that there is need to restructure the mode of remuneration, which is, presently, on a sessional basis, into an enhanced monthly allowance in order to attract qualified candidates to fill vacancies in the grade of part-time Gymnasium Instructor. We are, therefore, reviewing the modes of recruitment and remuneration to ease the problems of recruitment and retention.

**Recommendation 1**

- 1.5.5 **We recommend that the qualification requirements of the grade of Gymnasium Instructor (Part-Time) be amended to include a note to give consideration to high calibre athletes who have participated in high level international competitions although they do not possess the prescribed qualifications.**
- 1.5.6 **We further recommend that the allowance paid to the Gymnasium Instructor (Part-Time) should be at the rate of Rs 10650 a month.**

- 1.5.7 The allowance has been computed on the basis that each Gymnasium Instructor (Part-Time) would be required to work 27 hours weekly. Any additional number of hours should be paid on a pro-rata basis.

**CHIEF EXECUTIVE'S DEPARTMENT  
SALARY SCHEDULE**

<b>VPCE 1</b>	<b>:</b>	<b>Rs 8000 x 200 – 10200 x 250 – 11700 x 300 – 12600</b> Attendant <i>formerly Caretaker Office Attendant Sub-Hall Attendant</i>
<b>VPCE 2</b>	<b>:</b>	<b>Rs 9800 x 200 – 10200 x 250 – 11700 x 300 – 13500</b> Senior Attendant (New Grade)
<b>VPCE 3</b>	<b>:</b>	<b>Rs 11700 x 300 – 13800 x 400 – 15000</b> Head Attendant <i>formerly Hall Attendant Senior/Head Office Attendant</i>
<b>VPCE 4</b>	<b>:</b>	<b>Rs 8400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000</b> Telephone Operator/Receptionist
<b>VPCE 5</b>	<b>:</b>	<b>Rs 9400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19000</b> Word Processing Operator
<b>VPCE 6</b>	<b>:</b>	<b>Rs 9600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600</b> Clerical Officer/Higher Clerical Officer <i>formerly Clerk</i>
<b>VPCE 7</b>	<b>:</b>	<b>Rs 20000 (All-inclusive Allowance)</b> Attorney (Part-Time)
<b>VPCE 8</b>	<b>:</b>	<b>Rs 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400</b> Senior Word Processing Operator
<b>VPCE 9</b>	<b>:</b>	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Executive Officer <i>formerly Senior Clerk</i>



**CHIEF EXECUTIVE'S DEPARTMENT (Contd.)**

<b>VPCE 10</b>	<b>:</b>	<b>Rs 13500 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22600</b> Committee Clerk
<b>VPCE 11</b>	<b>:</b>	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b> Database Supervisor Internal Control Officer <i>formerly Assistant Internal Auditor</i>
<b>VPCE 12</b>	<b>:</b>	<b>Rs 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b> Confidential Secretary
<b>VPCE 13</b>	<b>:</b>	<b>Rs 17200 x 600 – 23200 x 800 – 26400</b> Higher Executive Officer <i>formerly Head Clerk</i> Human Resource Officer (New Grade)
<b>VPCE 14</b>	<b>:</b>	<b>Rs 20200 x 600 – 23200 x 800 – 26400</b> Senior Committee Clerk
<b>VPCE 15</b>	<b>:</b>	<b>Rs 14200 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Safety and Health Officer/Senior Safety and Health Officer
<b>VPCE 16</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000</b> Senior Internal Control Officer (New Grade)
<b>VPCE 17</b>	<b>:</b>	<b>Rs 20800 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 32500</b> Office Superintendent
<b>VPCE 18</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 35000</b> Senior Human Resource Officer <i>formerly Personnel Officer</i>
<b>VPCE 19</b>	<b>:</b>	<b>Rs 19000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Assistant Chief Executive <i>formerly Assistant Town Clerk</i>

**CHIEF EXECUTIVE'S DEPARTMENT (Contd.)**

<b>VPCE 20</b>	<b>:</b>	<b>Rs 19600 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> IT Officer
<b>VPCE 21</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Human Resource Management Officer <i>formerly Human Resources Development Officer</i> Internal Auditor (Qualified) (Personal)
<b>VPCE 22</b>	<b>:</b>	<b>Rs 27200 x 800 – 28000 x 1000 – 30000 x 1250 – 45000</b> Attorney
<b>VPCE 23</b>	<b>:</b>	<b>Rs 37500 x 1250 – 50000 x 1500 – 56000 x 2000 - 60000</b> Deputy Chief Executive <i>formerly Deputy Town Clerk</i>
<b>VPCE 24</b>	<b>:</b>	<b>Rs 75000</b> Chief Executive <i>formerly Town Clerk</i>

**TREASURY**

**SALARY SCHEDULE**

<b>VP T 1</b>	<b>:</b>	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Stores Attendant
<b>VP T 2</b>	<b>:</b>	<b>Rs 9400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 18400</b> Machine Operator
<b>VP T 3</b>	<b>:</b>	<b>Rs 10450 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Usher/Prosecutor <i>formerly Usher</i>
<b>VP T 4</b>	<b>:</b>	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Assistant Financial Operations Officer (New Grade) Assistant Procurement and Supply Officer (New Grade) Purchasing and Supply Officer (Personal)

**TREASURY (Contd.)**

<b>VP T 5</b>	<b>:</b>	<b>Rs 13500 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 24000</b> Cashier (Personal) Revenue Collector (Personal)
<b>VP T 6</b>	<b>:</b>	<b>Rs 13200 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b> Data Entry Controller
<b>VP T 7</b>	<b>:</b>	<b>Rs 17200 x 600 – 23200 x 800 – 26400</b> Financial Operations Officer (New Grade) Procurement and Supply Officer <i>formerly Higher Purchasing and Supply Officer</i> Senior Usher/Prosecutor <i>formerly Senior Usher</i>
<b>VP T 8</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000</b> Senior Financial Operations Officer <i>formerly Head of Section</i>
<b>VP T 9</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Accountant (Qualified)
<b>VP T 10</b>	<b>:</b>	<b>Rs 30000 x 1250 – 50000</b> Principal Accountant
<b>VP T 11</b>	<b>:</b>	<b>Rs 48750 x 1250 – 50000 x 1500 – 56000 x 2000 – 60000</b> Financial Controller

**WORKS DEPARTMENT**

**SALARY SCHEDULE**

<b>VPW 1</b>	<b>:</b>	<b>Rs 9600 x 200 – 10000</b> Trainee Draughtsman
<b>VPW 2</b>	<b>:</b>	<b>Rs 6425 x 175 – 6600 x 200 – 10200</b> General Worker

**WORKS DEPARTMENT** (Contd.)

<b>VPW 3</b>	<b>:</b>	<b>Rs 7200 x 200 – 10200 x 250 – 10950</b> Lorry Loader
<b>VPW 4</b>	<b>:</b>	<b>Rs 7200 x 200 – 10200 x 250 – 11200</b> Handy Worker (New Grade)
<b>VPW 5</b>	<b>:</b>	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Roadmender/Tarman Tradesman's Assistant
<b>VPW 6</b>	<b>:</b>	<b>Rs 7600 x 200 – 10200 x 250 – 11700 x 300 – 12000</b> Handy Worker (Special Class) (New Grade)
<b>VPW 7</b>	<b>:</b>	<b>Rs 8000 x 200 – 10200 x 250 – 11700 x 300 – 12600</b> Gardener
<b>VPW 8</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13200</b> Plant and Equipment Operator
<b>VPW 9</b>	<b>:</b>	<b>Rs 7800 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 14600</b> Survey Field Worker/Senior Survey Field Worker <i>formerly Chainman</i> <i>Poler</i>
<b>VPW 10</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 14600</b> Barbender Driver
<b>VPW 11</b>	<b>:</b>	<b>Rs 8800 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000</b> Automobile Electrician Carpenter Electrician Mason Mechanic Painter Panel Beater Plumber & Pipe Fitter Plumber/Welder Welder (Oxy-Acetylene Arc)

**WORKS DEPARTMENT** (Contd.)

<b>VPW 12</b>	<b>:</b>	<b>Rs 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000</b> Driver, Heavy Mechanical Unit
<b>VPW 13</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 17200</b> Overseer
<b>VPW 14</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19000</b> Overseer (Parks and Gardens) (Personal to officers appointed prior to 15.09.05) Overseer (Works) (Personal to officers appointed prior to 15.09.05)
<b>VPW 15</b>	<b>:</b>	<b>Rs 9600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600</b> Senior Overseer (Future Holder)
<b>VPW 16</b>	<b>:</b>	<b>Rs 13200 x 400 – 15000 x 500 – 16000 x 600 – 19600</b> Chief Carpenter Chief Electrician Chief Mason
<b>VPW 17</b>	<b>:</b>	<b>Rs 11200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 20200</b> Senior Overseer (Personal) <i>formerly Senior Overseer (Parks and Gardens)</i>
<b>VPW 18</b>	<b>:</b>	<b>Rs 10000 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400</b> Assistant Inspector of Works Surveying Assistant
<b>VPW 19</b>	<b>:</b>	<b>Rs 16600 x 600 – 22000</b> Supervisor (Lighting Section) (New Grade)
<b>VPW 20</b>	<b>:</b>	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 24000</b> Draughtsman
<b>VPW 21</b>	<b>:</b>	<b>Rs 16000 x 600 – 23200 x 800 - 24800</b> Inspector of Works

**WORKS DEPARTMENT (Contd.)**

<b>VPW 22</b>	<b>:</b>	<b>Rs 20200 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Senior Inspector of Works
<b>VPW 23</b>	<b>:</b>	<b>Rs 17200 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Engineering Assistant
<b>VPW 24</b>	<b>:</b>	<b>Rs 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Chief Inspector of Works
<b>VPW 25</b>	<b>:</b>	<b>Rs 19000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Land Surveyor <i>formerly Town Surveyor</i>
<b>VPW 26</b>	<b>:</b>	<b>Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Civil Engineer
<b>VPW 27</b>	<b>:</b>	<b>Rs 30000 x 1250 – 50000</b> Head, Works Department

**PLANNING DEPARTMENT**

**SALARY SCHEDULE**

<b>VPP 1</b>	<b>:</b>	<b>Rs 10000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400</b> Assistant Building Inspector Planning Assistant
<b>VPP 2</b>	<b>:</b>	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 24000</b> Cadastral Officer
<b>VPP 3</b>	<b>:</b>	<b>Rs 16000 x 600 – 23200 x 800 – 24800</b> Building Inspector
<b>VPP 4</b>	<b>:</b>	<b>Rs 14200 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Planning Inspector

**PLANNING DEPARTMENT (Contd.)**

<b>VPP 5</b>	<b>:</b>	<b>Rs 20200 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Senior Building Inspector
<b>VPP 6</b>	<b>:</b>	<b>Rs 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Chief Building Inspector (New Grade)
<b>VPP 7</b>	<b>:</b>	<b>Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Planning Officer
<b>VPP 8</b>	<b>:</b>	<b>Rs 30000 x 1250 – 50000</b> Head, Planning Department

**WELFARE DEPARTMENT**

**SALARY SCHEDULE**

<b>VP WEL 1</b>	<b>:</b>	<b>Rs 6425 x 175 – 6600 x 200 – 10200</b> General Worker
<b>VP WEL 2</b>	<b>:</b>	<b>Rs 7000 x 200 – 10200 x 250 – 10700</b> General Worker (Personal to holder appointed prior to 01.07.87)
<b>VP WEL 3</b>	<b>:</b>	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Groundsman Nursery Attendant
<b>VP WEL 4</b>	<b>:</b>	<b>Rs 7800 x 200 – 10200 x 250 – 11700 x 300 – 12300</b> Watchman
<b>VP WEL 5</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 14600</b> Driver
<b>VP WEL 6</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 17200</b> Assistant Nursery Matron Infant School Teacher

**WELFARE DEPARTMENT (Contd.)**

<b>VP WEL 7</b>	<b>:</b>	<b>Rs 10950 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 17200</b> Kindergarten Teacher
<b>VP WEL 8</b>	<b>:</b>	<b>Rs 9000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19000</b> Stadium Supervisor
<b>VP WEL 9</b>	<b>:</b>	<b>Rs 10450 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19000</b> Nursery Matron
<b>VP WEL 10</b>	<b>:</b>	<b>Rs 13500 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Supervisor Infant School
<b>VP WEL 11</b>	<b>:</b>	<b>Rs 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 24000</b> Welfare Officer
<b>VP WEL 12</b>	<b>:</b>	<b>Rs 17200 x 600 – 23200 x 800 – 26400</b> Senior Welfare Officer
<b>VP WEL 13</b>	<b>:</b>	<b>Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 31250</b> Principal Welfare Officer
<b>VP WEL 14</b>	<b>:</b>	<b>Rs 26400 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Chief Welfare Officer

**WELFARE DEPARTMENT**

**PART-TIME WORKERS**

<b>VP WEL 15</b>	<b>:</b>	<b>Rs 310 (per session of 3 hours)</b> Dressmaking Teacher
<b>VP WEL 16</b>	<b>:</b>	<b>Rs 9690 (monthly)</b> Embroidery Instructress



**WELFARE DEPARTMENT (Contd.)**

**VP WEL 17 : Rs 9780 (monthly)**  
Shorthand/Typewriting Instructress

**HEALTH DEPARTMENT**

**SALARY SCHEDULE**

**VPH 1 : Rs 9600 x 200 – 10000**  
Trainee Health Inspector (New Grade)

**VPH 2 : Rs 7200 x 200 – 10200 x 250 – 10950**  
Handyworker (Sanitation/Disease Control)  
*formerly Workman (Malaria)*  
Sanitary Attendant

**VPH 3 : Rs 7400 x 200 – 10200 x 250 – 11700**  
Refuse Collector (Personal)

**VPH 4 : Rs 7800 x 200 – 10200 x 250 – 11700 x 300 – 12300**  
Burial Ground Attendant (Roster)  
Refuse Collector (Roster) (New Grade)  
Watchman

**VPH 5 : Rs 8000 x 200 – 10200 x 250 – 11700 x 300 – 12600**  
Chemical Sprayerman

**VPH 6 : Rs 8800 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000**  
Incinerator Operator

**VPH 7 : Rs 8800 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 15500**  
Driver/Scavenging Supervisor (Personal)

**VPH 8 : Rs 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000**  
Driver, Heavy Mechanical Unit

**VPH 9 : Rs 9200 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 16600**  
Driver/Scavenging Supervisor (Roster) (New Grade)

**HEALTH DEPARTMENT (Contd.)**

<b>VPH 10</b>	<b>:</b>	<b>Rs 9000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 18400</b> Supervisor, Refuse Collection (Roster) (New Grade)
<b>VPH 11</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19000</b> Overseer (Personal to Officers appointed prior to 15.09.05)
<b>VPH 12</b>	<b>:</b>	<b>Rs 10450 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200</b> Assistant Health Inspector
<b>VPH 13</b>	<b>:</b>	<b>Rs 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b> Health Inspector
<b>VPH 14</b>	<b>:</b>	<b>Rs 19600 x 600 – 23200 x 800 – 28000 x 1000 – 30000</b> Senior Health Inspector
<b>VPH 15</b>	<b>:</b>	<b>Rs 24800 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Principal Health Inspector
<b>VPH 16</b>	<b>:</b>	<b>Rs 33750 x 1250 – 47500</b> Chief Health Inspector

**LIBRARY DEPARTMENT**

**SALARY SCHEDULE**

<b>VPL 1</b>	<b>:</b>	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Local Government Binder's Assistant
<b>VPL 2</b>	<b>:</b>	<b>Rs 8000 x 200 – 10200 x 250 – 11700 x 300 – 12600</b> Library Attendant
<b>VPL 3</b>	<b>:</b>	<b>Rs 9800 x 200 – 10200 x 250 – 11700 x 300 – 13500</b> Senior Library Attendant

**LIBRARY DEPARTMENT (Contd.)**

<b>VPL 4</b>	<b>:</b>	<b>Rs 8800 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000</b> Binder
<b>VPL 5</b>	<b>:</b>	<b>Rs 9600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600</b> Library Clerk
<b>VPL 6</b>	<b>:</b>	<b>Rs 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Senior Library Clerk
<b>VPL 7</b>	<b>:</b>	<b>Rs 14200 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Library Officer
<b>VPL 8</b>	<b>:</b>	<b>Rs 20200 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Senior Library Officer
<b>VPL 9</b>	<b>:</b>	<b>Rs 19600 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Librarian
<b>VPL 10</b>	<b>:</b>	<b>Rs 30000 x 1250 – 45000</b> Senior Librarian

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## 2. DISTRICT COUNCILS

- 2.1 As mentioned in the preamble to this Report on Local Authorities, there are currently four District Councils, namely Black River, Grand Port-Savanne, Moka-Flacq and Pamplémousses-Rivière du Rempart. The functioning of these Councils is governed by the provisions of the Local Government Act 1989 and the Local Government Act 2003 which has been partly proclaimed and their duties and responsibilities are wide ranging.
- 2.2 The activities of the District Councils are organised under the following six Departments: Chief Executive, Treasury, Works, Planning, Health, and Welfare and under the jurisdiction of each District Council, there are a number of Village Councils.
- 2.3 In this Report, we are, among others, making appropriate recommendations to review the qualification requirements of grades in the managerial structure to further ease recruitment; restyle the posts at the managerial levels to reflect the provisions of the Local Government Act of 2003; and provide an alternative means to tackle recruitment and retention problems in the grade of Attorney. We are also making recommendations to strengthen the structures of the Human Resources Development Section; redesign the General Services cadre and the Internal Audit Section in the Chief Executive's Department and the structure of the Treasury at the technical and supportive levels for all Local Authorities along similar lines generally obtaining in the Civil Service; redesign the manual grades to render them polyvalent and multi-functional to the extent that is possible; and review the pattern of work of grades involved in refuse collection while at the same time strengthening supervision.
- 2.4 We deal, in the first instance, with the general recommendations which, in one way or the other, have implications on almost all the four District Councils and thereafter, with specific recommendations, if any, pertaining to each District Council.

### CHIEF EXECUTIVE'S DEPARTMENT

- 2.5 The Chief Executive's Department *formerly Secretariat* is responsible for the overall affairs of the Council. It coordinates the activities of all the Departments and ensures implementation and follow-up of all decisions taken by the Council.
- 2.6 The organisation structure of the Chief Executive's Department in the District Councils generally comprises several sections, namely Human Resources Development, Correspondence, Committee, Internal Audit, Information Technology and Legal.

- 2.7 The Chief Executive *formerly Secretary* heads the administration of a District Council and is assisted in administrative functions by a Deputy Chief Executive *formerly Deputy Secretary* and Assistant Chief Executives *formerly Assistant Secretaries*.
- 2.8 The Chief Executive is responsible, *inter alia*, to execute the statutory duties laid down in the Local Government Act, the Local Government Service Commission Act and other legislation relating to district council activities; to initiate action to ensure that the provisions of Local Government legislation are implemented; and for conducting negotiations with trade unions. He is also responsible to advise the Council on all matters falling within the purview of Local Government Legislation; to ensure that decisions taken by the Council are executed and monitored; and for the overall administration of the District Council including the management of funds and the coordination of works in all departments and sections.
- 2.9 In the 2003 PRB Report, we reviewed the qualification requirements of the managerial positions to resolve the problems encountered by the Local Government Service Commission to fill vacancies at managerial levels, thus widening the field of recruitment and allowing mobility within the Local Government Service; provided for the establishment of an Information Technology Section; professionalized the personnel management function with a properly structured Human Resources Development Section; and created the grade of Attorney to head the Legal Section in District Councils.
- 2.10 In this Report, we are standardizing the structures, wherever appropriate; reviewing the qualification requirements of grades in the managerial structure to further ease recruitment; restyling the grades at the managerial levels to reflect the provisions of the Local Government Act of 2003; providing an alternative means to tackle recruitment and retention problems in the grade of Attorney; and strengthening the structures of the Human Resources Development Section and the Internal Audit Section.

### **Restyling of Grades at Managerial Levels**

- 2.11 The Local Government Act 2003 provides that the Head of Local Authority be named 'Chief Executive' and the Local Government Service Commission has consequently recommended that the grades of Town Clerk and Deputy Town Clerk in Municipalities and those of Secretary and Deputy Secretary in District Councils be restyled Chief Executive and Deputy Chief Executive respectively. We are, therefore, making appropriate recommendations in this Report to reflect the provisions of the Act.

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### Recommendation 1

**2.12 We recommend that the grades of Secretary and Deputy Secretary in the District Councils be restyled Chief Executive and Deputy Chief Executive respectively.**

2.13 In line with the foregoing recommendations concerning the restyling of grades at managerial levels in the District Councils, we are making similar recommendation for the grade of Assistant Secretary.

### Recommendation 2

**2.14 We recommend that the grade of Assistant Secretary in the District Councils be restyled Assistant Chief Executive.**

### Managerial Structure

2.15 As indicated earlier, in the 2003 PRB Report, we reviewed the entry qualification requirements for appointment to the grades of Chief Executive, Deputy Chief Executive and Assistant Chief Executive as the Local Government Service Commission was encountering difficulties in filling vacancies at these managerial levels.

2.16 Presently, appointment to the grade of Chief Executive is made, *inter alia*, by selection from among Deputy Chief Executives possessing the prescribed qualifications and reckoning at least five years' experience in the grade. Appointment to the grade of Deputy Chief Executive is made by selection from among officers in the grade of Assistant Chief Executive and reckoning at least six years' experience in the grade. Appointment to the grade of Assistant Chief Executive is made by open competition from candidates possessing a post 'A' level degree and by limited competition from officers not below the grade of Senior Clerk possessing a Diploma in Management or related field and reckoning at least 10 years' service.

2.17 It has been represented that the length of experience required for promotion to managerial posts at the different levels should be shortened as serving officers within the Local Authorities, though possessing the required academic qualifications, cannot be promoted to the next respective higher grades as they do not have the prescribed length of experience.

2.18 To remedy the situation and to facilitate recruitment, we are amending the schemes of service of these grades accordingly.

### Recommendation 3

**2.19 We recommend that the qualification requirements for appointment to the grade of Assistant Chief Executive through the limited competition leg be amended such that officers not below the grade of Executive Officer formerly Senior Clerk possessing a Diploma in Management or**

related field should now reckon seven years' service instead of 10. We, however, recommend that the qualification requirement of a post 'A' level degree applicable under the open competition leg be maintained.

#### **Recommendation 4**

**2.20** We recommend that the qualification requirements for appointment to the grade of Deputy Chief Executive be amended such that Assistant Chief Executives possessing the prescribed qualification should now reckon at least five years' experience in the grade instead of six.

#### **Recommendation 5**

**2.21** We also recommend that the qualification requirements for appointment to the grade of Chief Executive be amended such that Deputy Chief Executives should now reckon four years' experience in the grade instead of five.

#### **Chief Executives in Local Authorities**

**2.22** In the 2003 PRB Report, we recommended that appointment to or assignment of duties in the grades at certain level of responsibility in the Civil Service could be made on a contractual basis with specified performance targets, and a public officer if appointed to/assigned duties in these positions may, on retirement, benefit from the pensionable emoluments on certain conditions and that consideration be given to the appointment of Chief Executive of Local Authorities along similar lines.

**2.23** This recommendation has been implemented.

#### **Recommendation 6**

**2.24** We again recommend that the appointment of Chief Executives in Local Authorities should continue to be made along similar lines as obtaining for senior positions in the Civil Service.

#### **Legal Section**

##### *Attorney*

**2.25** In the 2003 PRB Report, we recommended that a grade of Attorney be created on the establishment of District Councils.

**2.26** However, it has been represented that difficulties have been encountered to fill vacancies in the grade of Attorney on a full-time basis – it has become impossible to retain a full-time Attorney for long and there has been no or poor response when advertising the post. It has been suggested that, as an alternative measure, it would prove more convenient to resort to the services of Attorney on a part-time basis to tackle the problem of shortage.

- 2.27 **While we are maintaining the salary recommendation for Attorney (Full-Time) to cater for such enlistment in case the situation of shortage eases, we are equally providing the remuneration for Attorney employed on a part-time basis to deal with the present situation. Attorneys employed on a part-time basis would be required to put in a minimum of 10 hours weekly.**

*Prosecution Duties*

- 2.28 With the Legal Section becoming fully manned in the wake of the recommendations made to ease the recruitment of Attorneys and the creation of a new grade of Usher/Prosecutor in the Treasury, the payment of the fee on a per case basis to officers designated to act as Prosecutor should be gradually phased out. However, pending the recommended mechanism becoming fully operational, we are revising the quantum.

**Recommendation 7**

- 2.29 **We recommend that, pending the recommended mechanism becoming fully operational, the fee of Rs 100 per case payable to officers designated to act as Prosecutor be revised to Rs 120 per case.**

**Human Resource Management Section *formerly Human Resources Development Section***

- 2.30 In the 2003 PRB Report, we professionalized the personnel management function in the Local Authorities and renamed the Personnel Section the Human Resources Development Section. We also created a grade of Human Resources Development Officer in each District Council to head the Section. Appointment to the grade is made by open competition from among holders of a Degree in Human Resources Management reckoning at least two years' relevant post qualification experience and by limited competition from among serving Personnel Officers of the Local Government Service having four years' service in a substantive capacity in the grade.
- 2.31 It has now been reported that the post-qualification experience acquired by incumbents who join the grade of Human Resources Development Officer through the open competition channel is not always relevant to the public sector and that experience in the public sector would be desirable.
- 2.32 We are reviewing the scheme of service of the grade of Human Resources Development Officer in the Local Authorities to make post qualification experience in the Public Sector desirable and restyling the grade to be in line with what obtains in the Civil Service.

**Recommendation 8**

- 2.33 **We recommend that the scheme of service of the grade of Human Resource Management Officer *formerly Human Resources***



**Development Officer** in the Local Authorities be amended to make post qualification experience in the Public Sector desirable for outside candidates.

- 2.34 We further recommend that Human Resource Management Officers and Senior Human Resource Officers *formerly Personnel Officers* who do not have an exposure of the Public Sector should, subject to the exigencies of the service, be given attachment to Government Ministries/ Departments for up to, say, three months to enable them to get the required experience for proper performance.

#### **Human Resource Officer (New Grade)**

- 2.35 Over the years, the duties and responsibilities of the Human Resource Management Section *formerly Human Resources Development Section* have increased significantly. It has been submitted that there is need to further strengthen the section with an additional layer at the supportive level.

#### **Recommendation 9**

- 2.36 We recommend the creation of a grade of Human Resource Officer on the establishment of all District Councils. Appointment thereto should be made by selection from among officers holding a substantive appointment in the grades of Executive Officer and Higher Executive Officer possessing a Diploma in Human Resource Management (HRM) or an alternative equivalent qualification.

- 2.37 Incumbent would be responsible, *inter alia*, for providing, in accordance with standing rules and regulations, advice and assistance on all personnel policies and other related matters; supervising and providing proper guidance and training to junior staff; performing duties of Secretary of Committees/Boards concerning personnel matters; and participating in job inspection exercises with a view to keeping staffing requirements under constant review.

#### **Internal Control Cadre**

- 2.38 The Internal Audit cadre in the Local Authorities generally comprises the following grades, namely Assistant Internal Auditor, Internal Auditor and Internal Auditor (Qualified). However, the structure is not standard in all the Local Authorities and the manning level varies from one council to another.
- 2.39 The Local Government Service Commission has submitted that there is need to redesign the structure of the Internal Audit cadre in the Local Authorities and to restyle the existing grades as in the Civil Service.
- 2.40 With the new arrangement, the existing grade of Internal Auditor (Qualified) would no longer be required and would gradually be phased out.

**Recommendation 10**

- 2.41** We recommend the creation of a standard Internal Control Cadre comprising the grades of Internal Control Officer, Senior Internal Control Officer and Principal Internal Control Officer on the establishment of all Local Authorities.
- 2.42** We also recommend that the grades of Assistant Internal Auditor and Internal Auditor on the establishment of all Local Authorities be restyled Internal Control Officer and Senior Internal Control Officer respectively.
- 2.43** We further recommend that:
- (a)** appointment to the grade of Internal Control Officer *formerly Assistant Internal Auditor* should be made by selection from among serving officers who hold a substantive appointment and who have successfully completed all papers of Fundamentals (Knowledge) (*formerly Part I of the ACCA*) and paper F4 of Fundamentals (Skills) (*formerly Part II of the ACCA*) or have obtained the Certificate in Business Accounting (Foundation Level) of the CIMA Examination (New Syllabus) or equivalent qualification;
  - (b)** promotion to the grade of Senior Internal Control Officer *formerly Internal Auditor* should be on the basis of experience and merit of officers in the grade of Internal Control Officer who reckon at least two years' service in a substantive capacity in the grade and who have successfully completed all Papers of Fundamentals (Knowledge) (*formerly Part I of the ACCA*) and obtained passes in Papers F4, F5 and F6 of Fundamentals (Skills) (*formerly Part II of the ACCA*) or possess the Certificate in Business Accounting (Foundation Level) and have obtained passes in Papers P1, P7 and P8 of the Advanced Diploma in Management Accounting (Managerial Level) of the CIMA Examinations (New Syllabus) or equivalent qualification; and
  - (c)** promotion to the grade of Principal Internal Control Officer should be on the basis of experience and merit of officers in the grade of Senior Internal Control Officer who reckon at least two years' service in a substantive capacity in the grade.
- 2.44** Incumbent in the new grade of Principal Internal Control Officer would be required to, *inter alia*, review daily progress sheets submitted by Senior Internal Control Officers and Internal Control Officers; guide Senior Internal Control Officers in the preparation of working paper files; liaise with officers of other organisations responsible for internal control; train, supervise and provide guidance to Internal Control staff; and assess the quality of audit.

**Internal Auditor (Qualified)**

2.45 With the creation of the grade of Principal Internal Control Officer on the establishment of Local Authorities, the grade of Internal Auditor (Qualified) would no longer be required. However, in Local Authorities where such a grade exists, the incumbent would continue to assume full responsibility of the Internal Control function and the grade of Principal Internal Control Officer should not be created.

**Recommendation 11**

**2.46 We recommend that the grade of Internal Auditor (Qualified), if any, on the establishment of Local Authorities should be made evanescent and be abolished on vacancy. We have provided personal salaries for the officers in post.**

**General Services Cadre**

2.47 The General Services cadre in the Local Authorities comprises the grades of Clerk, Senior Clerk and Head Clerk, and the officers in the cadre provide support services to all the Departments of the Council.

2.48 The Local Government Service Commission has submitted that there is need to redesign and restyle the existing grades of Clerk, Senior Clerk and Head Clerk in the support services of all Local Authorities along similar lines currently obtaining in the Civil Service.

2.49 We are, therefore, redesigning the General Services cadre for all Local Authorities accordingly. However, these changes may have, should the need arise, to be reviewed at a later stage in the light of structural changes being recommended for implementation in the Civil Service.

**Recommendation 12**

**2.50 We recommend that the grades of Clerk, Senior Clerk and Head Clerk on the establishment of all Local Authorities be restyled Clerical Officer/Higher Clerical Officer, Executive Officer and Higher Executive Officer respectively.**

**2.51 We further recommend that:**

- (a) appointment to the grade of Clerical Officer/Higher Clerical Officer should be made by selection from among candidates possessing a Cambridge School Certificate with credit in at least five subjects including English Language, French and Mathematics and a Cambridge Higher School Certificate with passes in at least two subjects at Principal Level;**
- (b) appointment to the grade of Executive Officer should be made by selection from among officers in the grade of Clerical**

**Officer/Higher Clerical Officer who hold a substantive appointment and reckon at least four years' service as from the date they joined service; and**

- (c) **promotion to the grade of Higher Executive Officer should be on the basis of experience and merit of officers in the grade of Executive Officer.**

### **Attendant Cadre**

- 2.52 At present, the Office Attendant cadre in all Local Authorities consists of two levels, namely the grades of Office Attendant and Senior/Head Office Attendant, while the Office Attendant cadre in the Civil Service comprises the following three levels: Office Attendant, Senior Office Attendant and Head Office Attendant. The Hall Attendant cadre also exists on the establishment of certain Municipal Councils and it consists generally of two levels, namely the grades of Sub-Hall Attendant and Hall Attendant. In addition, the Local Authorities even have on their establishment a variety of isolated grades, namely Stadium Attendant, Caretaker (Theatre and Salles des Fêtes), Caretaker/Attendant, Attendant (Vocational Training Centre), Market Attendant and Village Hall Attendant.
- 2.53 Representations have been received from different quarters for the alignment of the Office Attendant cadre and the Hall Attendant cadre in the Local Authorities on the same line as what is obtaining in the Civil Service.
- 2.54 The Local Government Service Commission and the Ministry of Local Government, on their part, are of the view that there should be a uniform and single structure for the Attendant cadre under the Chief Executive's Department for the sake of efficiency, polyvalency and greater flexibility in the posting of workers and a reduction in the multiplicity of grades in the Local Authorities.
- 2.55 We are making appropriate recommendations to that end.

### **Recommendation 13**

- 2.56 **We recommend that an Attendant Cadre consisting of the following three grades: Attendant, Senior Attendant and Head Attendant be created on the establishment of the Chief Executive's Department of all Local Authorities.**
- 2.57 **We recommend that the grades of Office Attendant and Sub-Hall Attendant and those of Senior/Head Office Attendant and Hall Attendant be restyled respectively Attendant and Head Attendant. With regard to the variety of isolated grades appearing on the establishment of the different Local Authorities, these have been restyled Attendant in the**

salary schedules of the Chief Executive's Department of their respective Local Authorities.

2.58 We further recommend that, with the establishment of the new structure, promotion to the grades of Senior Attendant and Head Attendant should be on the basis of experience and merit of officers in the grades of Attendant and Senior Attendant respectively.

2.59 The Senior Attendant would, *inter alia*, assist the Head Attendant in supervising and controlling the work of Attendants.

#### **General Services Grades**

2.60 All general services grades such as executive, clerical, secretarial and messengerial appearing under the different departments of the Local Authorities have been transferred to the Chief Executive's Department. The officers in these grades are required to service all the departments/sections of the Council and are transferable.

2.61 This is crucial for the sake of efficiency and greater flexibility in the posting of employees to render them multi-functional and polyvalent.

#### **Future Entrants to the Grades of Clerical Officer/Higher Clerical Officer, Word Processing Operator, Driver and General Worker**

2.62 In line with the caution expressed at Chapter 24 of Volume 1 of this Report, we recommend that future entrants to the grades of Clerical Officer/Higher Clerical Officer and Word Processing Operator, who should be exclusively holders of the Higher School Certificate or equivalent qualification, should proceed incrementally in the respective salary scales up to salary points Rs 16600 and Rs 16000. Similarly, future entrants to the grades of Driver and General Worker should proceed incrementally in the respective salary scales up to salary points Rs 12900 and Rs 9200.

#### **Other Recommendation**

2.63 In the 2003 PRB Report, it was recommended that employees of Local Authorities (a) possessing a post SC degree as at 30 June 2003, and (b) who have been called upon to perform regularly the duties of a higher grade requiring a post 'A' level degree should be considered for appointment thereto, though they do not possess the 'A' level.

#### **Recommendation 14**

2.64 We recommend that employees of Local Authorities (a) possessing a post SC degree as at 30 June 2003, and (b) who have been called upon to perform regularly the duties of a higher grade requiring a post 'A'

**level degree should continue to be considered for appointment thereto, though they do not possess the ‘A’ level.**

## **TREASURY**

- 2.65 The Treasury of District Councils has overall responsibility of the financial affairs of the Council and, *inter alia*, ensures efficient and effective financial control systems, purchase of goods and services, handling of cash, collection of revenue and safeguard of assets.
- 2.66 The organisation structure of the Treasury in the District Councils generally comprises four main sections, namely Income, Expenditure, Pay Administration and Stores.
- 2.67 The Principal Accountant heads the Treasury of a District Council and is assisted in his professional functions by an Accountant. At the technical and supportive levels, the structure is almost standard and encompasses such grades as Head Clerk (Treasury) supported by general service clerical grades, Tax Controller and Cashier. However, on the establishment of the Moka/Flacq District Council, there exists a grade of Revenue Collector.
- 2.68 In the 2003 PRB Report, we streamlined the structure of the Treasury in the District Councils at the professional level by providing for a standard two-level hierarchy comprising grades of Accountant and Principal Accountant in replacement of the grade of Treasurer. The transition was done in a gradual manner with personal salaries granted to incumbents pending their absorption in the new structure or their grades becoming evanescent.
- 2.69 We have, in the context of this review, created a grade of Financial Controller and restructured the scheme of service of the grade of Principal Accountant in the District Councils. With regard to the existing grades at the technical and supportive levels in the Treasury in all Local Authorities, both the Staff Associations and the Local Government Service Commission have submitted that there is need to redesign and restyle them with a view to standardising and aligning same with what is obtaining in the Civil Service. The Ministry of Local Government also supports the proposal.

### **Financial Controller (New Grade)**

- 2.70 In the context of the restructuring of the Local Government Service, we are aligning the professional structure of the Treasury in the District Councils on that of the Municipal Councils with the provision of a three-level hierarchy comprising grades of Accountant, Principal Accountant, and Financial Controller.

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### **Recommendation 15**

**2.71 We recommend the creation of a grade of Financial Controller on the establishment of all District Councils.**

### **Scheme of Service of Principal Accountant**

2.72 In the 2003 PRB Report, we created a grade of Principal Accountant on the establishment of the District Councils and appointment thereto were to be made by selection from among fully qualified Accountants reckoning at least five years' post qualification experience at a senior accounting and management level in the public sector or in a well established organisation.

2.73 It has been represented that the length of experience required for promotion to the grade of Principal Accountant should be shortened for serving Treasurers of the District Councils who, though possessing the required academic qualifications, cannot be promoted to the next higher grade as they do not have the prescribed length of experience.

2.74 To remedy the situation, we are amending the scheme of service of the grade accordingly.

### **Recommendation 16**

**2.75 We recommend that the scheme of service of the grade of Principal Accountant be amended such that consideration be also given to serving Treasurers of the District Councils in post as at 30 June 2003 and who possess the prescribed professional qualifications though they lack part of the post qualification experience required.**

### **Financial Operations Cadre**

2.76 An in-depth study of the structure of the Treasury at the technical and supportive levels has revealed the following features:-

- The officers generally operate in silos i.e. in watertight compartments with job appellations specific to the sections where they are posted
- The officers are not multifunctional and polyvalent in practice, and hence are not easily transferable from one section to another within the Treasury
- There are on the establishment of the District Councils a number of individual/isolated grades outside the main stream with no career opportunities

2.77 It is against such a background that we have redesigned the structure of the Treasury at the technical and supportive levels for all Local Authorities as in the Civil Service and provided for a standard structure comprising grades of Assistant Financial Operations Officer, Financial Operations Officer and Senior Financial Operations Officer.

- 2.78 To facilitate transition, incumbents have been made, to the extent that is possible, to integrate the new structure at the appropriate levels taking into consideration duties and responsibilities, qualification requirements and the current level of operations. In all other cases, personal salaries have been granted and the grades made evanescent.

**Recommendation 17**

- 2.79 We recommend the creation of a standard Financial Operations Cadre comprising the grades of Assistant Financial Operations Officer, Financial Operations Officer and Senior Financial Operations Officer on the establishment of all Local Authorities.**

**Assistant Financial Operations Officer (New Grade)**

**Recommendation 18**

- 2.80 We recommend that appointment to the grade of Assistant Financial Operations Officer should be made by selection from among Clerical Officers/Higher Clerical Officers who hold a substantive appointment and reckon at least four years' service as from the date they joined service.**

- 2.81 The Assistant Financial Operations Officer would, *inter alia*, be required to ensure that all financial transactions of the Local Authority are properly accounted for in accordance with basic principles of financial management; maintain a proper system of accounts and guard against irregularity and fraud; submit proper, accurate and timely returns as requested by the Head of the Treasury; and perform Cashier's duties.

**Financial Operations Officer (New Grade)**

**Recommendation 19**

- 2.82 We recommend that promotion to the grade of Financial Operations Officer should be on the basis of experience and merit of officers in the grade of Assistant Financial Operations Officer who reckon at least two years' service in a substantive capacity in the grade and who possess the Diploma in Public Financial Management and Accounting from the University of Mauritius or an equivalent qualification acceptable to the Local Government Service Commission.**

- 2.83 The Financial Operations Officer would, *inter alia*, be responsible for the accounting arrangements of the Local Authority; collection of licence fees, revenue, and rates; attending to audit queries on financial issues; and preparing and controlling all relevant input and output data submitted to and received from the Central Information Systems Division.



**Senior Financial Operations Officer (New Grade)****Recommendation 20**

- 2.84 We recommend that promotion to the grade of Senior Financial Operations Officer should be on the basis of experience and merit of officers in the grade of Financial Operations Officer who reckon at least two years' service in a substantive capacity in the grade and who possess the Diploma in Public Financial Management and Accounting from the University of Mauritius or an equivalent qualification acceptable to the Local Government Service Commission.
- 2.85 The Senior Financial Operations Officer would be in charge of the section where posted and would, *inter alia*, be responsible for preparing/assisting in the preparation of Estimates; investigating cases of complaints, fraud and irregularity; establishing direct demi-official contact with the Ministry of Finance and Economic Development and the Treasury; issuing of claims of any nature (i.e. house rate, tenant tax etc); and preparing and submitting financial statements/returns.

**Implementation of the New Structure**

- 2.86 To facilitate the implementation of the new structure and the integration or otherwise of incumbents, we are making appropriate recommendations.

**Recommendation 21**

- 2.87 We recommend that the following grades on the establishment of the Treasury of District Councils be restyled as hereunder:-

Grade	Restyled to
Head Clerk (Treasury)	Financial Operations Officer
Tax Controller	Financial Operations Officer

- 2.88 We also recommend that the grade of Cashier in all the District Councils and that of Revenue Collector on the establishment of the Moka-Flacq District Council should become evanescent and be abolished on vacancy. We have provided personal salaries for the incumbents.

**Usher Cadre**

- 2.89 Representations have been received for the creation of a grade of Usher/Prosecutor on the establishment of the District Councils, as in the Municipal Councils, to deal with matters concerning enforcement in respect of the payment of revenue and the recovery of debts including prosecuting

and conducting cases before Court. We are, therefore, making appropriate recommendation to that effect.

**Recommendation 22**

**2.90 We recommend the creation of a grade of Usher/Prosecutor on the establishment of the District Councils. Appointment thereto should be made by selection from among candidates possessing the Cambridge Higher School Certificate with passes in at least two subjects at Principal Level or an equivalent qualification acceptable to the Local Government Service Commission.**

**Clerk Performing Duties of Cashier**

2.91 At present, Clerks performing the duties of Cashier are paid an allowance of Rs 75 per day, subject to a maximum of Rs 1600 a month.

**Recommendation 23**

**2.92 We recommend that the allowance payable to Clerical Officers/Higher Clerical Officers formerly Clerks performing the duties of Cashier be revised to Rs 90 per day, subject to a maximum of Rs 2000 a month.**

**WORKS DEPARTMENT**

2.93 The Works Department in the District Councils is responsible, *inter alia*, for the construction, care, maintenance, improvement and lighting of all public roads; the management, maintenance and improvement of housing estates belonging to the Local Authorities; and the provision and maintenance of traffic centres within the jurisdiction of the district council boundaries.

2.94 The Head, Works Department is directly responsible to the Chief Executive for the overall administration, management and discipline of staff and for the financial control of the Department; advising the Council on engineering matters and for the implementation of its decision; and for the implementation and application of the Building Act, the Town and Country Planning Act, the Road Act and the Local Government Act.

2.95 The organisation structure of the Works Department in the District Councils generally consists of the following sections: Administration, Mechanical Workshop, Roads and Road Marking, Drain Engineering and Masonry, Carpentry, and Street Lighting.

2.96 The Head, Works Department is assisted in his professional functions by a Civil Engineer. At the sub-professional and technical levels, the structure consists of the Inspectorate cadre in all the district councils. At the supporting, skilled and semi-skilled levels, the number and types of grades

vary from one District Council to another, depending on operational requirements.

2.97 In this Report, we are making provisions for the redesign of the manual grades at the unskilled and semi-skilled levels to render them polyvalent and multi-functional.

### **Handy Worker (Special Class) (New Grade)**

2.98 Employees of the Works Department at the supportive levels, apart from the tradesmen, can broadly be classified as unskilled and semi-skilled. In the 2003 PRB Report, we provided for a new grade of Handy Worker on the establishment of all district councils to absorb all the odd jobs at the unskilled level. However, the unskilled category today still encompasses such grade as Lorry Loader and the semi-skilled category such grade as Roadmender/Tarman.

2.99 A study of the structure of the supporting personnel in the Works Department has revealed the following features:

- The number of grades and the grade appellations in certain instances differ from one District Council to another
- The officers generally operate in silos with job appellations specific to the sections where they are posted
- The officers are not multi-functional and polyvalent in practice and hence, are not easily transferable from one section to another within the Works Department
- There are on the establishment of certain District Councils a number of individual/isolated grades with no career opportunities

2.100 For the sake of efficiency, greater flexibility in the posting of workers in the manual grades and reduction in the multiplicity of grades involved in manual works in the Local Authorities, we have redesigned the structure so that, in future, the employees recruited are polyvalent and multi-functional.

### **Recommendation 24**

**2.101 We recommend the creation of a grade of Handy Worker (Special Class) on the establishment of all District Councils. Appointment thereto should be made by selection from among employees on the permanent and pensionable establishment of the Local Authorities who possess the Certificate of Primary Education and reckon at least two years' service.**

2.102 Incumbent would be required to perform one or more of the following core duties or related ones: effecting simple maintenance and repairs of equipment; mowing and upkeep of grounds, sports grounds, and beaches;

effecting simple repairs and maintenance of roads, bridges, drains, canals, reservoirs, pipelines etc; collecting and disposing of refuse and other duties of the same level or related to the above.

- 2.103 With the implementation of the grade of Handy Worker, as recommended in the 2003 PRB Report, and that of Handy Worker (Special Class) created in this Report on the establishment of all District Councils, the grades of Lorry Loader and Roadmender/Tarman should gradually be phased out.

**Recommendation 25**

- 2.104 We recommend that the grades of Lorry Loader and Roadmender/Tarman in the Works Department and that of Sanitary Attendant in the Health Department in all District Councils should gradually be phased out.**

- 2.105 The Lorry Loader and the Sanitary Attendant, on integrating the grade of Handy Worker, and the Roadmender/Tarman, on integrating the grade of Handy Worker (Special Class), should be granted an additional increment on conversion, subject to the maximum salary of the grades.**

- 2.106 The foregoing recommendations should also apply to the grade of Lorry Loader appearing under the Health Department of all District Councils.**

- 2.107 In line with what has been recommended for the grade of Groundsman in the Municipal Councils, we are making similar provision for the District Councils.

**Recommendation 26**

- 2.108 We recommend that the grade of Groundsman on the establishment of the Black River District Council and the Grand Port/Savanne District Council should gradually be phased out. On integrating the grade of Handy Worker (Special Class), officers in the grade of Groundsman should be granted one additional increment on conversion, subject to the maximum salary of the grade.**

- 2.109 With regard to the grade of Groundsman on the establishment of the Pamplémousses-Rivière du Rempart District Council, which is overgraded, we recommend that it be made evanescent and be abolished on vacancy. We have provided a personal salary scale for the incumbents.**

**Chief Tradesman (New Grade)**

- 2.110 In the Civil Service, besides the grade of Foreman, the grade of Chief Tradesman is another promotional outlet for the most highly skilled of a group of tradesmen. The Chief Tradesmen are required not only to exercise their own particular skill by personally undertaking the most complicated work but

also to guide and direct the work of other tradesmen working with them in a small group.

2.111 We are, therefore, making provisions for a grade of Chief Tradesman on the establishment of all District Councils.

2.112 Depending on operational requirements and the establishment size of tradesmen in the respective trades, management may determine the number of posts to be created.

**Recommendation 27**

**2.113 We recommend the creation of a grade of Chief Tradesman on the establishment of all District Councils.**

**PLANNING DEPARTMENT**

2.114 The Planning Department in the District Councils is responsible, *inter alia*, for the processing and issue of building and land use permits, issue of clearance certificates, updating of cadastre and processing of direct sales and sales involving excision/division.

2.115 The Head, Planning Department is responsible to plan, organise and coordinate the activities of the Department in the District Councils and to monitor development control as prescribed under the Town and Country Planning Act.

2.116 To render the Planning Department fully functional in all the District Councils, in the 2003 PRB Report, we strengthened the department by providing additional grades at the professional as well as at the sub professional levels to meet operational exigencies.

2.117 Today, the Planning Department of the District Councils has a full-fledged structure consisting, at the professional level, of grades of Head, Planning Department and Planning Officer and, at the supporting levels, of grades of Planning Inspector and Planning Assistant.

**Head, Planning Department**

2.118 At present, appointment to the grade of Head, Planning Department in the District Councils is made by selection from among professionally qualified Planners reckoning at least five years' post qualification experience in the Public Sector or in a well established organisation.

2.119 The Ministry of Local Government has submitted that due to recruitment problems in the grade, there is an imperative need to reduce the number of

years of post qualification experience required, thus allowing existing Planning Officers to become eligible.

### **Recommendation 28**

- 2.120 We recommend that the qualification requirements for appointment to the grade of Head, Planning Department be amended such that Planning Officers should now reckon at least four years' post qualification experience in the grade instead of five.**

### **Cadet Planner**

- 2.121 In the 1993 PRB Report, the grade of Cadet Planner was created on the establishment of the Local Authorities to tackle recruitment difficulties faced to enlist qualified planners. Cadet Planners were to be recruited from among holders of a Degree in Architecture or Civil Engineering or Economics or Geography or Mathematics or Sociology or Town and Country Planning for further professional studies and training.
- 2.122 However, this scheme has never been implemented as it has not been possible to mount courses at the University of Mauritius.

### **Recommendation 29**

- 2.123 We recommend that the grade of Cadet Planner on the establishment of all Local Authorities be abolished.**

## **HEALTH DEPARTMENT**

- 2.124 The core responsibility of the Health Department of District Councils pertains essentially to the provision of health and environment related services within the respective district council jurisdictions. The services consist of, among others, the control of pollution causing a public or private nuisance; the provision of good sanitary conditions within the district council area through the collection of waste of private households and public commercial enterprises; the cleaning of roads and public places, water courses, drains and canals; maintenance of traffic centres and places of public convenience; and upkeep of markets, cemeteries and crematoriums.
- 2.125 Besides the role of provider of services, the Health Department also acts as a regulator by enforcing statutory provisions concerning public health and ensuring that all individuals and economic operators are in compliance with those regulations.
- 2.126 The staff of the Health Department comprises officers of the Health Inspectorate cadre, who are responsible for the regulatory and enforcement aspects, and employees in other grades who are involved in the delivery of services.

- 2.127 The structure of the Health Inspectorate cadre is more or less standard across all the four District Councils and consists of the grades of Chief Health Inspector, Principal Health Inspector, Senior Health Inspector, Health Inspector and Assistant Health Inspector. At the supportive, skilled and semi-skilled levels, the number and types of grades vary from one District Council to another, depending on operational requirements.
- 2.128 In this Report, we are, among others, restructuring the scheme of service of the grade of Health Inspector to widen the field of recruitment and reviewing the pattern of work of grades involved in refuse collection while at the same time strengthening supervision.

### **Health Inspector**

- 2.129 At present, appointment to the grade of Health Inspector is made by selection from among Assistant Health Inspectors possessing the Diploma in Sanitary Science. In the absence of qualified Assistant Health Inspectors, recruitment is made by open competition.
- 2.130 It has been reported that certain Assistant Health Inspectors could not successfully complete the Diploma Course or in the course of time, find that they no longer satisfy the minimum requirements to be sponsored for the course. These officers, who could not make the grade of Health Inspector, therefore, remain on the establishment permanently outside the main stream of the cadre with no career opportunities. It has also been submitted that candidates possessing the said diploma are available on the labour market.
- 2.131 To address the issue, we are restructuring the scheme of service of the grade of Health Inspector. We are also introducing a trainee grade along similar lines as what obtain in the Civil Service to facilitate recruitment in case difficulties are encountered.

### **Recommendation 30**

- 2.132 We recommend that the scheme of service of the grade of Health Inspector be amended such that recruitment to the grade be also made from among outside candidates possessing the Diploma in Sanitary Science. We further recommend that the grade of Assistant Health Inspector be gradually phased out.**
- 2.133 We also recommend the creation of a grade of Trainee Health Inspector on the establishment of all Local Authorities. Appointment thereto should be made by selection from among candidates possessing a Cambridge School Certificate with credit in at least five subjects including English Language, Mathematics, Chemistry and Physics and the Cambridge Higher School Certificate with passes in at least two science subjects at Principal Level or equivalent qualifications acceptable to the Local Government Service Commission.**

- 2.134 Trainee Health Inspectors would be required to undergo training for a maximum period of 30 months. During the training, which includes field attachments, they would have to follow a two-year full-time course at the University of Mauritius leading to the Diploma in Sanitary Science. On successful completion of the training, the Trainee Health Inspectors would be eligible for appointment to the grade of Health Inspector.

### **Refuse Collection**

- 2.135 In general, the Chief Executives of Local Authorities have described the refuse collection service in their respective jurisdictions as becoming increasingly problematic, given the new lifestyle of citizens and the ever changing landscape in which economic activities are carried out. It has been evidenced that the current system is not in consonance with today's realities and is characterised by the following weaknesses:
- The Refuse Collectors work on a task basis which is neither well defined nor based on the requirements of the day
  - In certain jurisdictions, the duration of the task is of an unduly short period which at times ends at around 0800 hours thus resulting in a wastage of resources, both human and capital
  - The teams disband early and are thus not available
  - The vehicles, acquired at very high cost, remain idle for the rest of the day
- 2.136 However, the Municipal Council of Vacoas-Phoenix has, with its available resources, been able to implement successfully a roster system whereby refuse collection is done in two shifts, namely 0530 hours to 1130/1200 and 1130/1200 to 1800 hours and a team is required to service around 75 households.
- 2.137 To address the issue, the Ministry of Local Government has recommended that employees in the refuse collection service of all Local Authorities should be called upon to work on a roster basis and be assigned task work with a view to providing an efficient and effective service.
- 2.138 Research suggests that, in general, employees on task work are called upon to put in lesser hours but work more intensively than their counterparts on normal hours of work. We hold the view that employees working on a task basis may be called upon to work five hours daily for six days a week or six hours daily for those on a five day week i.e. 75% of the normal hours of work. Each organisation, depending on its specificity and operational exigencies, would, therefore, have to establish its time-table of operations and to determine the correct benchmark in respect of key performance indicators.



- 2.139 To facilitate the process, we are, in this Report, making appropriate provisions for salaries inclusive of roster so as to induce employees in post to join the new pattern of work.

**Recommendation 31**

- 2.140 **We recommend the creation of the grades of Refuse Collector (Roster), Gangman (Scavenging) (Roster) and Driver (Roster) on the establishment of all District Councils. With the creation of the grades and the absorption of the employees in post therein, the current grades of Refuse Collector and Gangman (Scavenging) should become evanescent and be abolished on vacancy. We have provided personal salaries for the incumbents.**

**Recommendation 32**

- 2.141 **We recommend that, on the effective implementation of the roster system, officers in the grades of Refuse Collector and Gangman (Scavenging) who opt to join the roster pattern of work should be granted two increments over and above the normal conversion, subject to the maximum salary of the grades. This recommendation should equally apply to the Driver/Supervisor on the establishment of the Pamplemousses-Riviere du Rempart District Council.**

**Supervisor, Refuse Collection (Roster) (New Grade)**

- 2.142 As recommended for the Municipal Councils, we are providing for a new grade of Supervisor, Refuse Collection (Roster) on the establishment of all District Councils.

**Recommendation 33**

- 2.143 **We recommend the creation of a grade of Supervisor, Refuse Collection (Roster) on the establishment of all District Councils. Appointment thereto should be made by selection from among serving employees holding a substantive appointment and reckoning at least 10 years' service in the Local Government Service and who satisfy the following requirements: (a) possess the Certificate of Primary Education; and (b) reckon at least five years' proven experience in the supervision of field workers performing outdoor duties.**

**Allowance for Performing Refuse Collection Duties**

- 2.144 In the Municipal Councils, employees performing refuse collection duties but not belonging to the grade of Refuse Collector are paid an allowance of Rs 40 daily. We are, in this Report, making provision for similar arrangement in the District Councils.

**Recommendation 34**

- 2.145 We recommend that employees not belonging to the grade of Refuse Collector but who are performing Refuse Collection duties should be paid an allowance of Rs 50 daily.**

**Officer-in-Charge, Cemeteries**

- 2.146 At present, there exists a grade of Officer-in-Charge, Cemeteries on the establishment of all District Councils. This grade was created in the 1993 PRB Report to absorb all the Assistant Health Inspectors who were not qualified to follow the course leading to the Diploma in Sanitary Science in order to join the main stream of the Health Inspectorate cadre.
- 2.147 The duties of the Officer-in-Charge, Cemeteries are the same as those prescribed for the Assistant Health Inspector. The incumbent is responsible to maintain cleanliness, order and decency in the cemetery of which he is in charge; ensure that all regulations relating to burial grounds are duly observed; and receive and account for cemetery charges. In addition, the Officer-in-Charge, Cemeteries is required to assist the Health Inspector in checking licences of economic operators and in controlling scavenging service in the localities assigned.
- 2.148 It has been reported that the few Officers-in-Charge, Cemeteries still on establishment are in practice performing duties exclusively related to cemeteries and that there is need, in line with the philosophy favouring multi-skilled and multi-functional staff, to gradually phase out the grade.
- 2.149 To address the issue, we have made appropriate recommendations by providing adequate incentives in the salary package to induce those few officers in post to join the grade of Assistant Health Inspector.

**Recommendation 35**

- 2.150 We recommend that the grade of Officer-in-Charge, Cemeteries on the establishment of all District Councils should be made evanescent and be abolished on vacancy. We have provided personal salaries for the incumbents.**
- 2.151 On integrating the grade of Assistant Health Inspector, Officers-in-Charge, Cemeteries should be granted two increments over and above the normal conversion, subject to the maximum salary of the grade.**

**WELFARE DEPARTMENT**

- 2.152 The Welfare Department in the District Councils is responsible, among others, for the organisation of socio-cultural, youth, sporting, athletic and recreational activities and the running of nurseries, pre-primary schools and

kindergartens. Besides offering educational and hobby courses for the benefit of the citizens of the District Councils, the Welfare Department is also called upon to organise exhibitions, civic receptions and other religious and social gatherings.

- 2.153 The organisation structure of the Welfare Department in the District Councils generally comprises several sections, namely Cultural, Sports, Community Welfare and Social, and Education.
- 2.154 The Welfare Department is headed by a Principal Welfare Officer who is assisted by officers in the grades of Senior Welfare Officer and Welfare Officer. Apart from officers in the grades of the Welfare cadre, each of these sections is also manned by General Services staff and other supporting personnel in accordance with operational requirements. A few staff are equally employed on part-time, casual or sessional basis.
- 2.155 In the 2003 PRB Report, we created a few grades on the establishment of certain District Councils to meet their respective operational exigencies.
- 2.156 In this Report, we are restructuring the scheme of service of the grade of Welfare Officer so that, in future, Welfare Officers be recruited from among Diploma holders right at entry in line with what is obtaining in the Civil Service and revising the allowances paid to officers of the Welfare cadre for extra hours of work.

### **Welfare Officer**

- 2.157 At present, appointment to the grade of Welfare Officer in the Local Authorities is made by selection from among candidates possessing a Cambridge School Certificate with credit in at least five subjects including English Language, French and Mathematics or Principles of Accounts obtained at not more than two sittings.
- 2.158 In the Civil Service, appointment to the grade of Welfare Officer is made by selection from among candidates possessing a Cambridge School Certificate with credit in at least five subjects including English Language, French and Mathematics or Principles of Accounts, a Cambridge Higher School Certificate with passes at Principal Level in at least two subjects and a Diploma in Social Work.
- 2.159 In this Report, we are reviewing the scheme of service of the grade of Welfare Officer to upgrade the current qualification requirements and to make the Diploma in Social Work an essential prerequisite for entry to the grade in line with what is obtaining in the Civil Service.

**Recommendation 36**

- 2.160 We recommend that, in future, appointment to the grade of Welfare Officer in the Local Authorities should be made by selection from among candidates possessing a Cambridge School Certificate with credit in at least five subjects including English Language, French and Mathematics or Principles of Accounts, a Cambridge Higher School Certificate with passes at Principal Level in at least two subjects and a Diploma in Social Work or equivalent qualifications acceptable to the Local Government Service Commission.

**Compensation for regular extra hours**

- 2.161 Officers of the Welfare cadre are often called upon to work at irregular hours as they have to attend to official functions, events and other activities which are held outside office hours.
- 2.162 In the 2003 PRB Report, we recommended that the payment of an allowance to compensate for extra hours of work for officers in the Welfare cadre should only be resorted to where it has not been possible for Management to grant time off for the extra hours put in within a period of six consecutive months.
- 2.163 Officers of the Welfare cadre, who put in a minimum of 20 hours over and above their normal working hours in the month, are presently paid a monthly commuted allowance as follows: Welfare Officer Rs 1500; Senior Welfare Officer Rs 1700; and Principal Welfare Officer Rs 2050. We are maintaining the allowances and revising the quanta.

**Recommendation 37**

- 2.164 We recommend that officers of the Welfare Cadre in the Local Authorities who put in a minimum of 20 hours over and above their normal working hours in the month should be paid a monthly commuted allowance as follows: Welfare Officer Rs 1800; Senior Welfare Officer Rs 2040; and Principal Welfare Officer Rs 2460.

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## 2.1 BLACK RIVER DISTRICT COUNCIL

### CHIEF EXECUTIVE'S DEPARTMENT

#### SALARY SCHEDULE

<b>BRCE 1</b>	<b>:</b>	<b>Rs 8000 x 200 – 10200 x 250 – 11700 x 300 – 12600</b> Attendant <i>formerly Office Attendant</i> <i>Stadium Attendant</i> <i>Village Hall Attendant (Full-Time)</i> Library Attendant
<b>BRCE 2</b>	<b>:</b>	<b>Rs 9800 x 200 – 10200 x 250 – 11700 x 300 – 13500</b> Senior Attendant (New Grade)
<b>BRCE 3</b>	<b>:</b>	<b>Rs 11700 x 300 – 13800 x 400 – 15000</b> Head Attendant <i>formerly Senior/Head Office Attendant</i>
<b>BRCE 4</b>	<b>:</b>	<b>Rs 8400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000</b> Receptionist/Telephonist
<b>BRCE 5</b>	<b>:</b>	<b>Rs 9400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19000</b> Word Processing Operator
<b>BRCE 6</b>	<b>:</b>	<b>Rs 9600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600</b> Clerical Officer/Higher Clerical Officer Library Clerk
<b>BRCE 7</b>	<b>:</b>	<b>Rs 20000 (All-inclusive Allowance)</b> Attorney (Part-Time)
<b>BRCE 8</b>	<b>:</b>	<b>Rs 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400</b> Senior Word Processing Operator
<b>BRCE 9</b>	<b>:</b>	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Executive Officer (New Grade)
<b>BRCE 10</b>	<b>:</b>	<b>Rs 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Senior Library Clerk

CHIEF EXECUTIVE DEPARTMENT (Contd.)

BRCE 11	:	<b>Rs 13500 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22600</b> Committee Clerk
BRCE 12	:	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b> Database Supervisor Internal Control Officer <i>formerly Assistant Internal Auditor</i>
BRCE 13	:	<b>Rs 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b> Confidential Secretary
BRCE 14	:	<b>Rs 17200 x 600 – 23200 x 800 – 26400</b> Higher Executive Officer <i>formerly Head Clerk, Registry</i> Human Resource Officer (New Grade)
BRCE 15	:	<b>Rs 20200 x 600 – 23200 x 800 – 26400</b> Senior Committee Clerk
BRCE 16	:	<b>Rs 14200 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Library Officer Safety and Health Officer/Senior Safety and Health Officer
BRCE 17	:	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000</b> Senior Internal Control Officer <i>formerly Internal Auditor</i>
BRCE 18	:	<b>Rs 20800 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 32500</b> Office Superintendent
BRCE 19	:	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 35000</b> Senior Human Resource Officer <i>formerly Personnel Officer</i>

**CHIEF EXECUTIVE DEPARTMENT (Contd.)**

<b>BRCE 20</b>	<b>:</b>	<b>Rs 25600 x 800 – 28000 x 1000 – 30000 x 1250 – 36250</b> Principal Internal Control Officer (New Grade)
<b>BRCE 21</b>	<b>:</b>	<b>Rs 19000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Assistant Chief Executive <i>formerly Assistant Secretary</i>
<b>BRCE 22</b>	<b>:</b>	<b>Rs 19600 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> IT Officer
<b>BRCE 23</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Human Resource Management Officer <i>formerly Human Resources Development Officer</i>
<b>BRCE 24</b>	<b>:</b>	<b>Rs 27200 x 800 – 28000 x 1000 – 30000 x 1250 – 45000</b> Attorney
<b>BRCE 25</b>	<b>:</b>	<b>Rs 37500 x 1250 – 50000 x 1500 – 56000 x 2000 – 60000</b> Deputy Chief Executive <i>formerly Deputy Secretary</i>
<b>BRCE 26</b>	<b>:</b>	<b>Rs 75000</b> Chief Executive <i>formerly Secretary</i>

**TREASURY DEPARTMENT**

**SALARY SCHEDULE**

<b>BRT 1</b>	<b>:</b>	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Stores Attendant
<b>BRT 2</b>	<b>:</b>	<b>Rs 10450 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Usher/Prosecutor (New Grade)

**TREASURY DEPARTMENT (Contd.)**

<b>BRT 3</b>	<b>:</b>	<p><b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b></p> <p>Assistant Financial Operations Officer (New Grade) Assistant Procurement and Supply Officer (New Grade) Purchasing and Supply Officer (Personal)</p>
<b>BRT 4</b>	<b>:</b>	<p><b>Rs 13500 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 24000</b></p> <p>Cashier (Personal)</p>
<b>BRT 5</b>	<b>:</b>	<p><b>Rs 17200 x 600 – 23200 x 800 – 26400</b></p> <p>Financial Operations Officer <i>formerly Head Clerk, Treasury</i> <i>Tax Controller</i> Procurement and Supply Officer <i>formerly Higher Purchasing and Supply Officer</i></p>
<b>BRT 6</b>	<b>:</b>	<p><b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000</b></p> <p>Senior Financial Operations Officer (New Grade) Senior Procurement and Supply Officer <i>formerly Senior Purchasing and Supply Officer</i></p>
<b>BRT 7</b>	<b>:</b>	<p><b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b></p> <p>Accountant</p>
<b>BRT 8</b>	<b>:</b>	<p><b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 45000</b></p> <p>Treasurer (Personal)</p>
<b>BRT 9</b>	<b>:</b>	<p><b>Rs 30000 x 1250 – 50000</b></p> <p>Principal Accountant</p>
<b>BRT 10</b>	<b>:</b>	<p><b>Rs 48750 x 1250 – 50000 x 1500 – 56000 x 2000 - 60000</b></p> <p>Financial Controller (New Grade)</p>



**WORKS DEPARTMENT  
SALARY SCHEDULE**

<b>BRW 1</b>	<b>:</b>	<b>Rs 6425 x 175 – 6600 x 200 – 10200</b> General Worker
<b>BRW 2</b>	<b>:</b>	<b>Rs 7200 x 200 – 10200 x 250 – 10950</b> Lorry Loader
<b>BRW 3</b>	<b>:</b>	<b>Rs 7200 x 200 – 10200 x 250 – 11200</b> Handy Worker
<b>BRW 4</b>	<b>:</b>	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Roadmender/Tarman Tradesman's Assistant
<b>BRW 5</b>	<b>:</b>	<b>Rs 7600 x 200 – 10200 x 250 – 11700 x 300 – 12000</b> Handy Worker (Special Class) (New Grade)
<b>BRW 6</b>	<b>:</b>	<b>Rs 8000 x 200 – 10200 x 250 – 11700 x 300 – 12600</b> Gardener
<b>BRW 7</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13200</b> Plant and Equipment Operator
<b>BRW 8</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 14600</b> Driver
<b>BRW 9</b>	<b>:</b>	<b>Rs 9600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 14600</b> Gangman
<b>BRW 10</b>	<b>:</b>	<b>Rs 8800 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000</b> Carpenter Electrician Mason Painter Plumber and Pipe Fitter
<b>BRW 11</b>	<b>:</b>	<b>Rs 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000</b> Driver, Heavy Mechanical Unit

**WORKS DEPARTMENT (Contd.)**

<b>BRW 12</b>	<b>:</b>	<b>Rs 13200 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600</b> Chief Tradesman (New Grade) Foreman
<b>BRW 13</b>	<b>:</b>	<b>Rs 16000 x 600 – 23200</b> Supervisor (Lighting Section) (Personal)
<b>BRW 14</b>	<b>:</b>	<b>Rs 16000 x 600 – 23200 x 800 – 24800</b> Inspector of Works
<b>BRW 15</b>	<b>:</b>	<b>Rs 20200 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Senior Inspector of Works
<b>BRW 16</b>	<b>:</b>	<b>Rs 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Chief Inspector of Works
<b>BRW 17</b>	<b>:</b>	<b>Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Civil Engineer
<b>BRW 18</b>	<b>:</b>	<b>Rs 30000 x 1250 – 50000</b> Head, Works Department

**PLANNING DEPARTMENT**

**SALARY SCHEDULE**

<b>BRP 1</b>	<b>:</b>	<b>Rs 10000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400</b> Planning Assistant
<b>BRP 2</b>	<b>:</b>	<b>Rs 14200 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Planning Inspector
<b>BRP 3</b>	<b>:</b>	<b>Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Planning Officer

**PLANNING DEPARTMENT (Contd.)**

**BRP 4 : Rs 30000 x 1250 – 50000**  
Head, Planning Department

**HEALTH DEPARTMENT**

**SALARY SCHEDULE**

**BRH 1 : Rs 6250**  
Sanitary Attendant (Part-Time)

**BRH 2 : Rs 9600 x 200 – 10000**  
Trainee Health Inspector (New Grade)

**BRH 3 : Rs 7200 x 200 – 10200 x 250 – 10950**  
Sanitary Attendant

**BRH 4 : Rs 7800 x 200 – 10200 x 250 – 11700 x 300 – 12300**  
Burial Ground Attendant (Roster)  
Watchman

**BRH 5 : Rs 10000 x 200 – 10200 x 250 – 11700 x 300 – 13800  
x 400 – 15000 x 500 – 16000 x 600 – 22000**  
Officer-in-Charge, Cemeteries (Personal)

**BRH 6 : Rs 10450 x 250 – 11700 x 300 – 13800 x 400 – 15000  
x 500 – 16000 x 600 – 23200**  
Assistant Health Inspector

**BRH 7 : Rs 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000  
x 600 – 23200 x 800 – 26400**  
Health Inspector

**BRH 8 : Rs 19600 x 600 – 23200 x 800 – 28000 x 1000 –  
30000**  
Senior Health Inspector

**BRH 9 : Rs 24800 x 800 – 28000 x 1000 – 30000 x 1250 –  
33750**  
Principal Health Inspector

**HEALTH DEPARTMENT (Contd.)**

**BRH 10 : Rs 33750 x 1250 – 47500**  
Chief Health Inspector

**WELFARE DEPARTMENT**

**SALARY SCHEDULE**

**BR WEL 1 : Rs 5300**  
Children Playground Attendant (Part-Time)

**BR WEL 2 : Rs 7000**  
Sewing Teacher (Part-Time)  
*formerly Sewing Mistress (Part-Time)*

**BR WEL 3 : Rs 7400 x 200 – 10200 x 250 – 11700**  
Groundsman

**BR WEL 4 : Rs 9200 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 17800**  
Supervisor, Sewing Classes

**BR WEL 5 : Rs 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 24000**  
Welfare Officer

**BR WEL 6 : Rs 17200 x 600 – 23200 x 800 – 26400**  
Senior Welfare Officer

**BR WEL 7 : Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 31250**  
Principal Welfare Officer

**VILLAGE COUNCILS**

**PART-TIME WORKERS**

**BRV 1 : Rs 3420**  
Sanitary Attendant

**BRV 2 : Rs 4500**  
TV Operator

**VILLAGE COUNCILS** *(Contd.)*

**BRV 3** : **Rs 5200**  
Village Hall/Sub-Hall-Attendant

**BRV 4** : **Rs 7200**  
Village Hall Attendant and TV Operator

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**2.2 GRAND PORT-SAVANNE DISTRICT COUNCIL**

**CHIEF EXECUTIVE'S DEPARTMENT**

**SALARY SCHEDULE**

<b>GSCE 1</b>	<b>:</b>	<b>Rs 7800 x 200 – 10200 x 250 – 11700 x 300 – 12300</b> Watchman
<b>GSCE 2</b>	<b>:</b>	<b>Rs 8000 x 200 – 10200 x 250 – 11700 x 300 – 12600</b> Attendant <i>formerly Market Attendant</i> <i>Office Attendant</i> <i>Village Hall Attendant</i>
<b>GSCE 3</b>	<b>:</b>	<b>Rs 9800 x 200 – 10200 x 250 – 11700 x 300 – 13500</b> Senior Attendant (New Grade)
<b>GSCE 4</b>	<b>:</b>	<b>Rs 11700 x 300 – 13800 x 400 – 15000</b> Head Attendant <i>formerly Senior/Head Office Attendant</i>
<b>GSCE 5</b>	<b>:</b>	<b>Rs 8400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000</b> Receptionist/Telephonist
<b>GSCE 6</b>	<b>:</b>	<b>Rs 9400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19000</b> Word Processing Operator
<b>GSCE 7</b>	<b>:</b>	<b>Rs 9600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600</b> Clerical Officer/Higher Clerical Officer <i>formerly Clerk</i>
<b>GSCE 8</b>	<b>:</b>	<b>Rs 20000 (All-inclusive Allowance)</b> Attorney (Part-Time) (New Grade)
<b>GSCE 9</b>	<b>:</b>	<b>Rs 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400</b> Senior Word Processing Operator
<b>GSCE 10</b>	<b>:</b>	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Executive Officer <i>formerly Senior Clerk</i>

## CHIEF EXECUTIVE'S DEPARTMENT (Cont'd.)

GSCE 11	:	<b>Rs 13500 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22600</b> Committee Clerk
GSCE 12	:	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b> Data Base Supervisor Internal Control Officer <i>formerly Assistant Internal Auditor</i>
GSCE 13	:	<b>Rs 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b> Confidential Secretary
GSCE 14	:	<b>Rs 17200 x 600 – 23200 x 800 – 26400</b> Higher Executive Officer <i>formerly Head Clerk, Registry</i> Human Resource Officer (New Grade)
GSCE 15	:	<b>Rs 20200 x 600 – 23200 x 800 – 26400</b> Senior Committee Clerk
GSCE 16	:	<b>Rs 14200 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Safety and Health Officer/Senior Safety and Health Officer
GSCE 17	:	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000</b> Senior Internal Control Officer (New Grade)
GSCE 18	:	<b>Rs 20800 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 32500</b> Office Superintendent
GSCE 19	:	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 35000</b> Senior Human Resource Officer <i>formerly Personnel Officer</i>
GSCE 20	:	<b>Rs 19000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Assistant Chief Executive <i>formerly Assistant Secretary</i>

**CHIEF EXECUTIVE'S DEPARTMENT (Contd.)**

- GSCE 21** : **Rs 19600 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000**  
IT Officer
- GSCE 22** : **Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000**  
Human Resource Management Officer  
*formerly Human Resources Development Officer*  
Internal Auditor (possessing the ACCA Final or equivalent) (Personal salary scale to officer in post as at 30.06.08)
- GSCE 23** : **Rs 27200 x 800 – 28000 x 1000 – 30000 x 1250 – 45000**  
Attorney
- GSCE 24** : **Rs 37500 x 1250 – 50000 x 1500 – 56000 x 2000 - 60000**  
Deputy Chief Executive  
*formerly Deputy Secretary*
- GSCE 25** : **Rs 75000**  
Chief Executive  
*formerly Secretary*

**TREASURY DEPARTMENT  
SALARY SCHEDULE**

- GST 1** : **Rs 9400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 18400**  
Assistant Stores Officer (Personal)
- GST 2** : **Rs 10450 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000**  
Usher/Prosecutor (New Grade)
- GST 3** : **Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000**  
Assistant Financial Operations Officer (New Grade)  
Assistant Procurement and Supply Officer (New Grade)  
Purchasing and Supply Officer (Personal)



**TREASURY DEPARTMENT (Contd.)**

<b>GST 4</b>	<b>:</b>	<b>Rs 13500 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 24000</b> Cashier (Personal)
<b>GST 5</b>	<b>:</b>	<b>Rs 17200 x 600 – 23200 x 800 – 26400</b> Financial Operations Officer <i>formerly Head Clerk, Treasury Tax Controller</i> Procurement and Supply Officer <i>formerly Higher Purchasing and Supply Officer</i>
<b>GST 6</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000</b> Senior Financial Operations Officer (New Grade) Senior Procurement and Supply Officer <i>formerly Senior Purchasing and Supply Officer</i>
<b>GST 7</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Accountant
<b>GST 8</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 45000</b> Treasurer (Personal)
<b>GST 9</b>	<b>:</b>	<b>Rs 30000 x 1250 – 50000</b> Principal Accountant
<b>GST 10</b>	<b>:</b>	<b>Rs 48750 x 1250 – 50000 x 1500 – 56000 x 2000 - 60000</b> Financial Controller (New Grade)

**WORKS DEPARTMENT****SALARY SCHEDULE**

<b>GSW 1</b>	<b>:</b>	<b>Rs 7200 x 200 – 10200 x 250 – 11200</b> Handy Worker
<b>GSW 2</b>	<b>:</b>	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Assistant Mechanic Roadmender/Tarman Tradesman's Assistant (Electrician) Tradesman's Assistant (Mechanic)

**WORKS DEPARTMENT** (Contd.)

<b>GSW 3</b>	<b>:</b>	<b>Rs 7600 x 200 – 10200 x 250 – 11700 x 300 – 12000</b> Handy Worker (Special Class) (New Grade)
<b>GSW 4</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13200</b> Plant and Equipment Operator
<b>GSW 5</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 14600</b> Driver
<b>GSW 6</b>	<b>:</b>	<b>Rs 8800 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000</b> Automobile Electrician Carpenter Electrician Mason Mechanic Painter Plumber and Pipe Fitter Welder
<b>GSW 7</b>	<b>:</b>	<b>Rs 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000</b> Driver, Heavy Mechanical Unit
<b>GSW 8</b>	<b>:</b>	<b>Rs 9400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 17200</b> Gangman, Road Works (Personal)
<b>GSW 9</b>	<b>:</b>	<b>Rs 13200 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600</b> Chief Tradesman (New Grade) Foreman
<b>GSW 10</b>	<b>:</b>	<b>Rs 10000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400</b> Assistant Inspector of Works
<b>GSW 11</b>	<b>:</b>	<b>Rs 16600 x 600 – 22000</b> Supervisor (Lighting)
<b>GSW 12</b>	<b>:</b>	<b>Rs 16000 x 600 – 23200 x 800 – 24800</b> Inspector of Works

**WORKS DEPARTMENT (Contd.)**

<b>GSW 13</b>	<b>:</b>	<b>Rs 20200 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Senior Inspector of Works
<b>GSW 14</b>	<b>:</b>	<b>Rs 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Chief Inspector of Works
<b>GSW 15</b>	<b>:</b>	<b>Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Civil Engineer
<b>GSW 16</b>	<b>:</b>	<b>Rs 30000 x 1250 – 50000</b> Head, Works Department

**PLANNING DEPARTMENT**

**SALARY SCHEDULE**

<b>GSP 1</b>	<b>:</b>	<b>Rs 10000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400</b> Assistant Building Inspector Planning Assistant
<b>GSP 2</b>	<b>:</b>	<b>Rs 16000 x 600 – 23200 x 800 – 24800</b> Building Inspector
<b>GSP 3</b>	<b>:</b>	<b>Rs 14200 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Planning Inspector
<b>GSP 4</b>	<b>:</b>	<b>Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Planning Officer
<b>GSP 5</b>	<b>:</b>	<b>Rs 30000 x 1250 – 50000</b> Head, Planning Department

**HEALTH DEPARTMENT**

**SALARY SCHEDULE**

<b>GSH 1</b>	<b>:</b>	<b>Rs 9600 x 200 – 10000</b> Trainee Health Inspector (New Grade)
<b>GSH 2</b>	<b>:</b>	<b>Rs 7200 x 200 – 10200 x 250 – 10950</b> Lorry Loader Sanitary Attendant
<b>GSH 3</b>	<b>:</b>	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Refuse Collector (Personal)
<b>GSH 4</b>	<b>:</b>	<b>Rs 7800 x 200 – 10200 x 250 – 11700 x 300 – 12300</b> Burial Ground Attendant (Roster) Refuse Collector (Roster) (New Grade) Watchman
<b>GSH 5</b>	<b>:</b>	<b>Rs 9000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 15500</b> Driver (Roster) (New Grade) Gangman (Scavenging) (Personal)
<b>GSH 6</b>	<b>:</b>	<b>Rs 9400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 16600</b> Gangman (Scavenging) (Roster) (New Grade)
<b>GSH 7</b>	<b>:</b>	<b>Rs 9000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 18400</b> Supervisor, Refuse Collection (Roster) (New Grade)
<b>GSH 8</b>	<b>:</b>	<b>Rs 10000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Officer-in-Charge, Cemeteries (Personal)
<b>GSH 9</b>	<b>:</b>	<b>Rs 10450 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200</b> Assistant Health Inspector
<b>GSH 10</b>	<b>:</b>	<b>Rs 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b> Health Inspector

**HEALTH DEPARTMENT (Contd.)**

<b>GSH 11</b>	<b>:</b>	<b>Rs 19600 x 600 – 23200 x 800 – 28000 x 1000 – 30000</b> Senior Health Inspector
<b>GSH 12</b>	<b>:</b>	<b>Rs 24800 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Principal Health Inspector
<b>GSH 13</b>	<b>:</b>	<b>Rs 33750 x 1250 – 47500</b> Chief Health Inspector

**WELFARE DEPARTMENT**

**SALARY SCHEDULE**

<b>GS WEL 1</b>	<b>:</b>	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Groundsman
<b>GS WEL 2</b>	<b>:</b>	<b>Rs 8000 x 200 – 10200 x 250 – 11700 x 300 – 12600</b> Library Attendant Gardener
<b>GS WEL 3</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 17200</b> Kindergarten Teacher
<b>GS WEL 4</b>	<b>:</b>	<b>Rs 9200 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 17800</b> Supervisor of Sewing Classes
<b>GS WEL 5</b>	<b>:</b>	<b>Rs 9600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600</b> Library Clerk
<b>GS WEL 6</b>	<b>:</b>	<b>Rs 13500 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Supervisor, Infant School
<b>GS WEL 7</b>	<b>:</b>	<b>Rs 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Senior Library Clerk
<b>GS WEL 8</b>	<b>:</b>	<b>Rs 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 24000</b> Welfare Officer

**WELFARE DEPARTMENT** (Contd.)

- GS WEL 9** : **Rs 17200 x 600 – 23200 x 800 – 26400**  
Senior Welfare Officer
- GS WEL 10** : **Rs 14200 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 28000 x 1000 – 29000**  
Library Officer
- GS WEL 11** : **Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 31250**  
Principal Welfare Officer

**VILLAGE COUNCILS**

**PART-TIME WORKERS**

- GSV 1** : **Rs 3175**  
Sanitary Attendant  
Library Attendant
- GSV 2** : **Rs 4150**  
Village Hall Attendant  
*formerly Sub-Hall Attendant*
- GSV 3** : **Rs 4750**  
TV Attendant
- GSV 4** : **Rs 5125**  
Village Hall Attendant
- GSV 5** : **Rs 5300**  
Children Playground Attendant
- GSV 6** : **Rs 5560**  
Village Hall Attendant (Personal to post holder as at 01.07.93)
- GSV 7** : **Rs 6650**  
Hindi Teacher (ii)
- GSV 8** : **Rs 7000**  
Sewing Teacher

**VILLAGE COUNCILS** *(Contd.)*

<b>GSV 9</b>	<b>:</b>	<b>Rs 8000</b> Hindi Teacher (i) Marathi Teacher
<b>GSV 10</b>	<b>:</b>	<b>Rs 8125</b> Village Hall and TV Attendant

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## 2.3 MOKA-FLACQ DISTRICT COUNCIL

### CHIEF EXECUTIVE'S DEPARTMENT

#### SALARY SCHEDULE

<b>MFCE 1</b>	<b>:</b>	<b>Rs 7800 x 200 – 10200 x 250 – 11700 x 300 – 12300</b> Watchman
<b>MFCE 2</b>	<b>:</b>	<b>Rs 8000 x 200 – 10200 x 250 – 11700 x 300 – 12600</b> Attendant <i>formerly Market Attendant</i> <i>Office Attendant</i> <i>Sub-Hall Attendant (Full-Time)</i> <i>Village Hall Attendant (Full-Time)</i> Gardener Library Attendant
<b>MFCE 3</b>	<b>:</b>	<b>Rs 9800 x 200 – 10200 x 250 – 11700 x 300 – 13500</b> Senior Attendant (New Grade)
<b>MFCE 4</b>	<b>:</b>	<b>Rs 11700 x 300 – 13800 x 400 – 15000</b> Head Attendant <i>formerly Senior/Head Office Attendant</i>
<b>MFCE 5</b>	<b>:</b>	<b>Rs 8400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000</b> Receptionist/Telephonist
<b>MFCE 6</b>	<b>:</b>	<b>Rs 9400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 17200</b> Technical Assistant (Printing)
<b>MFCE 7</b>	<b>:</b>	<b>Rs 9400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19000</b> Word Processing Operator
<b>MFCE 8</b>	<b>:</b>	<b>Rs 9600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600</b> Clerical Officer/Higher Clerical Officer <i>formerly Clerk</i> Library Clerk
<b>MFCE 9</b>	<b>:</b>	<b>Rs 20000 (All-inclusive Allowance)</b> Attorney (Part-Time)



**CHIEF EXECUTIVE'S DEPARTMENT** (Contd.)

<b>MFCE 10</b>	<b>:</b>	<b>Rs 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400</b> Senior Word Processing Operator
<b>MFCE 11</b>	<b>:</b>	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Executive Officer <i>formerly Senior Clerk</i>
<b>MFCE 12</b>	<b>:</b>	<b>Rs 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Senior Library Clerk
<b>MFCE 13</b>	<b>:</b>	<b>Rs 13500 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22600</b> Committee Clerk
<b>MFCE 14</b>	<b>:</b>	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b> Database Supervisor Internal Control Officer <i>formerly Assistant Internal Auditor</i>
<b>MFCE 15</b>	<b>:</b>	<b>Rs 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b> Confidential Secretary
<b>MFCE 16</b>	<b>:</b>	<b>Rs 17200 x 600 – 23200 x 800 – 26400</b> Higher Executive Officer <i>formerly Head Clerk, Registry</i> Human Resource Officer (New Grade)
<b>MFCE 17</b>	<b>:</b>	<b>Rs 20200 x 600 – 23200 x 800 – 26400</b> Senior Committee Clerk
<b>MFCE 18</b>	<b>:</b>	<b>Rs 14200 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Library Officer Safety and Health Officer/Senior Safety and Health Officer
<b>MFCE 19</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000</b> Senior Internal Control Officer <i>formerly Internal Auditor</i>

**CHIEF EXECUTIVE'S DEPARTMENT** (Contd.)

<b>MFCE 20</b>	<b>:</b>	<b>Rs 20800 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 32500</b> Office Superintendent
<b>MFCE 21</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 35000</b> Senior Human Resource Officer <i>formerly Personnel Officer</i>
<b>MFCE 22</b>	<b>:</b>	<b>Rs 25600 x 800 – 28000 x 1000 – 30000 x 1250 – 36250</b> Principal Internal Control Officer (New Grade)
<b>MFCE 23</b>	<b>:</b>	<b>Rs 19000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Assistant Chief Executive <i>formerly Assistant Secretary</i>
<b>MFCE 24</b>	<b>:</b>	<b>Rs 19600 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> IT Officer
<b>MFCE 25</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Human Resource Management Officer <i>formerly Human Resources Development Officer</i>
<b>MFCE 26</b>	<b>:</b>	<b>Rs 27200 x 800 – 28000 x 1000 – 30000 x 1250 – 45000</b> Attorney
<b>MFCE 27</b>	<b>:</b>	<b>Rs 37500 x 1250 – 50000 x 1500 – 56000 x 2000 – 60000</b> Deputy Chief Executive <i>formerly Deputy Secretary</i>
<b>MFCE 28</b>	<b>:</b>	<b>Rs 75000</b> Chief Executive <i>formerly Secretary</i>

## TREASURY DEPARTMENT

## SALARY SCHEDULE

<b>MFT 1</b>	<b>:</b>	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Stores Attendant
<b>MFT 2</b>	<b>:</b>	<b>Rs 10450 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Usher/Prosecutor (New Grade)
<b>MFT 3</b>	<b>:</b>	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Assistant Financial Operations Officer (New Grade) Assistant Procurement and Supply Officer (New Grade) Purchasing and Supply Officer (Personal)
<b>MFT 4</b>	<b>:</b>	<b>Rs 13500 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 24000</b> Cashier (Personal) Revenue Collector (Personal)
<b>MFT 5</b>	<b>:</b>	<b>Rs 17200 x 600 – 23200 x 800 – 26400</b> Financial Operations Officer <i>formerly Head Clerk Treasury</i> Procurement and Supply Officer <i>formerly Higher Purchasing and Supply Officer</i>
<b>MFT 6</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000</b> Senior Financial Operations Officer (New Grade) Senior Procurement and Supply Officer <i>formerly Senior Purchasing and Supply Officer</i>
<b>MFT 7</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Accountant
<b>MFT 8</b>	<b>:</b>	<b>Rs 30000 x 1250 – 50000</b> Principal Accountant
<b>MFT 9</b>	<b>:</b>	<b>Rs 48750 x 1250 – 50000 x 1500 – 56000 X 2000 - 60000</b> Financial Controller (New Grade)

**WORKS DEPARTMENT**

**SALARY SCHEDULE**

<b>MFW 1</b>	<b>:</b>	<b>Rs 7200 x 200 – 10200 x 250 – 11200</b> Handy Worker
<b>MFW 2</b>	<b>:</b>	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Assistant Electrician Assistant Plumber & Pipe Fitter Assistant Tradesman (Mechanic) Assistant Welder and Painter Roadmender/Tarman Tradesman's Assistant (Welder)
<b>MFW 3</b>	<b>:</b>	<b>Rs 7600 x 200 – 10200 x 250 – 11700 x 300 – 12000</b> Handy Worker (Special Class) (New Grade)
<b>MFW 4</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13200</b> Plant and Equipment Operator
<b>MFW 5</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 14600</b> Driver
<b>MFW 6</b>	<b>:</b>	<b>Rs 8800 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000</b> Automobile Electrician Cabinet Maker Electrician Mason Mechanic Painter Panel Beater Plumber and Pipe Fitter Rattaner Welder and Painter
<b>MFW 7</b>	<b>:</b>	<b>Rs 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000</b> Driver (Heavy Mechanical Unit)
<b>MFW 8</b>	<b>:</b>	<b>Rs 9400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 17200</b> Gangman Road Works (Personal)

**WORKS DEPARTMENT (Contd.)**

<b>MFW 9</b>	<b>:</b>	<b>Rs 13200 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600</b> Chief Tradesman (New Grade) Foreman
<b>MFW 10</b>	<b>:</b>	<b>Rs 10000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400</b> Assistant Inspector of Works
<b>MFW 11</b>	<b>:</b>	<b>Rs 16600 x 600 – 22000</b> Supervisor (Lighting Section)
<b>MFW 12</b>	<b>:</b>	<b>Rs 16000 x 600 – 23200</b> Supervisor (Lighting Section) (Personal to officer in post as at 30.06.03)
<b>MFW 13</b>	<b>:</b>	<b>Rs 16000 x 600 – 23200 x 800 – 24800</b> Inspector of Works
<b>MFW 14</b>	<b>:</b>	<b>Rs 20200 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Senior Inspector of Works
<b>MFW 15</b>	<b>:</b>	<b>Rs 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Chief Inspector of Works
<b>MFW 16</b>	<b>:</b>	<b>Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Civil Engineer
<b>MFW 17</b>	<b>:</b>	<b>Rs 30000 x 1250 – 50000</b> Head, Works Department

**PLANNING DEPARTMENT**

**SALARY SCHEDULE**

<b>MFP 1</b>	<b>:</b>	<b>Rs 10000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400</b> Planning Assistant
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**PLANNING DEPARTMENT (Contd.)**

<b>MFP 2</b>	<b>:</b>	<b>Rs 14200 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Planning Inspector
<b>MFP 3</b>	<b>:</b>	<b>Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Planning Officer
<b>MFP 4</b>	<b>:</b>	<b>Rs 30000 x 1250 – 50000</b> Head, Planning Department

**HEALTH DEPARTMENT**

**SALARY SCHEDULE**

<b>MFH 1</b>	<b>:</b>	<b>Rs 9600 x 200 – 10000</b> Trainee Health Inspector (New Grade)
<b>MFH 2</b>	<b>:</b>	<b>Rs 7200 x 200 – 10200 x 250 – 10950</b> Lorry Loader
<b>MFH 3</b>	<b>:</b>	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Refuse Collector (Personal)
<b>MFH 4</b>	<b>:</b>	<b>Rs 7800 x 200 – 10200 x 250 – 11700 x 300 – 12300</b> Burial Ground Attendant (Roster) Market Watchman Refuse Collector (Roster) (New Grade)
<b>MFH 5</b>	<b>:</b>	<b>Rs 9000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 15500</b> Driver (Roster) (New Grade) Gangman (Scavenging) (Personal)
<b>MFH 6</b>	<b>:</b>	<b>Rs 9400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 16600</b> Gangman (Scavenging) (Roster) (New Grade)
<b>MFH 7</b>	<b>:</b>	<b>Rs 9000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 18400</b> Supervisor, Refuse Collection (Roster) (New Grade)

**HEALTH DEPARTMENT (Contd.)**

<b>MFH 8</b>	<b>:</b>	<b>Rs 10000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Officer-in-Charge, Cemeteries (Personal)
<b>MFH 9</b>	<b>:</b>	<b>Rs 10450 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200</b> Assistant Health Inspector
<b>MFH 10</b>	<b>:</b>	<b>Rs 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b> Health Inspector
<b>MFH 11</b>	<b>:</b>	<b>Rs 19600 x 600 – 23200 x 800 – 28000 x 1000 – 30000</b> Senior Health Inspector
<b>MFH 12</b>	<b>:</b>	<b>Rs 24800 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Principal Health Inspector
<b>MFH 13</b>	<b>:</b>	<b>Rs 33750 x 1250 – 47500</b> Chief Health Inspector

**WELFARE DEPARTMENT**

**SALARY SCHEDULE**

<b>MF WEL 1</b>	<b>:</b>	<b>Rs 7000</b> Sewing Teacher <i>formerly Sewing Mistress</i>
<b>MF WEL 2</b>	<b>:</b>	<b>Rs 9200 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 17800</b> Supervisor, Sewing Classes
<b>MF WEL 3</b>	<b>:</b>	<b>Rs 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 24000</b> Welfare Officer
<b>MF WEL 4</b>	<b>:</b>	<b>Rs 17200 x 600 – 23200 x 800 – 26400</b> Senior Welfare Officer

**WELFARE DEPARTMENT (Contd.)**

**MF WEL 5 : Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 –  
30000 x 1250 – 31250**  
Principal Welfare Officer

**VILLAGE COUNCILS**

**PART-TIME WORKERS**

**MFV 1 : Rs 3000**  
Newspaper Collector

**MFV 2 : Rs 3560**  
Cremation Ground Attendant  
Library Attendant  
Sanitary Attendant

**MFV 3 : Rs 4500**  
TV Operator

**MFV 4 : Rs 5200**  
Sub-Hall Attendant  
Village Hall Attendant

**MFV 5 : Rs 7400**  
Sub-Hall Attendant and TV Operator  
Village Hall Attendant and TV Operator

**MFV 6 : Rs 8200**  
Village Hall Attendant/TV Operator and Newspaper  
Collector

**MFV 7 : Rs 8750**  
Village Hall Attendant/ TV Operator and Library Attendant

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## 2.4 PAMPLEMOUSSES-RIVIERE DU REMPART DISTRICT COUNCIL

### CHIEF EXECUTIVE'S DEPARTMENT

#### SALARY SCHEDULE

<b>PRCE 1</b>	<b>:</b>	<b>Rs 6425 x 175 – 6600 x 200 – 10200</b> General Worker
<b>PRCE 2</b>	<b>:</b>	<b>Rs 7000 x 200 – 10200 x 250 – 10700</b> General Worker (Personal)
<b>PRCE 3</b>	<b>:</b>	<b>Rs 7200 x 200 – 10200 x 250 – 10950</b> Caretaker
<b>PRCE 4</b>	<b>:</b>	<b>Rs 8000 x 200 – 10200 x 250 – 11700 x 300 – 12600</b> Attendant <i>formerly Office Attendant</i> <i>Village Hall Attendant</i> Gardener/Nurseryman Groundsman (Personal to officers in post as at 30.06.08) Library Attendant
<b>PRCE 5</b>	<b>:</b>	<b>Rs 9800 x 200 – 10200 x 250 – 11700 x 300 – 13500</b> Senior Attendant (New Grade)
<b>PRCE 6</b>	<b>:</b>	<b>Rs 11700 x 300 – 13800 x 400 – 15000</b> Head Attendant <i>formerly Senior/Head Office Attendant</i>
<b>PRCE 7</b>	<b>:</b>	<b>Rs 8400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000</b> Receptionist/Telephonist
<b>PRCE 8</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 17200</b> Handicraft Teacher Pre-Primary School Teacher
<b>PRCE 9</b>	<b>:</b>	<b>Rs 9200 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 17800</b> Supervisor, Sewing Classes

**CHIEF EXECUTIVE DEPARTMENT (Contd.)**

- PRCE 10** : **Rs 9400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19000**  
Word Processing Operator
- PRCE 11** : **Rs 9600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600**  
Clerical Officer/Higher Clerical Officer  
*formerly Clerical Officer*  
*Clerk*  
Library Clerk
- PRCE 12** : **Rs 20000 (All-inclusive Allowance)**  
Attorney (Part-Time)
- PRCE 13** : **Rs 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400**  
Senior Word Processing Operator
- PRCE 14** : **Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000**  
Executive Officer  
*formerly Senior Clerk*
- PRCE 15** : **Rs 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000**  
Senior Library Clerk
- PRCE 16** : **Rs 13500 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22600**  
Committee Clerk
- PRCE 17** : **Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400**  
Database Supervisor  
Internal Control Officer  
*formerly Assistant Internal Auditor*
- PRCE 18** : **Rs 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400**  
Confidential Secretary
- PRCE 19** : **Rs 17200 x 600 – 23200 x 800 – 26400**  
Higher Executive Officer  
*formerly Head Clerk (Registry)*  
Human Resource Officer (New Grade)

**CHIEF EXECUTIVE DEPARTMENT** *(Contd.)*

<b>PRCE 20</b>	<b>:</b>	<b>Rs 20200 x 600 – 23200 x 800 – 26400</b> Senior Committee Clerk
<b>PRCE 21</b>	<b>:</b>	<b>Rs 14200 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Library Officer Safety and Health Officer/Senior Safety and Health Officer
<b>PRCE 22</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000</b> Senior Internal Control Officer <i>formerly Internal Auditor</i>
<b>PRCE 23</b>	<b>:</b>	<b>Rs 20800 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 32500</b> Office Superintendent
<b>PRCE 24</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 35000</b> Senior Human Resource Officer <i>formerly Personnel Officer</i>
<b>PRCE 25</b>	<b>:</b>	<b>Rs 25600 x 800 – 28000 x 1000 – 30000 x 1250 – 36250</b> Principal Internal Control Officer (New Grade)
<b>PRCE 26</b>	<b>:</b>	<b>Rs 19000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Assistant Chief Executive <i>formerly Assistant Secretary</i>
<b>PRCE 27</b>	<b>:</b>	<b>Rs 19600 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> IT Officer
<b>PRCE 28</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Human Resource Management Officer <i>formerly Human Resources Development Officer</i>

**CHIEF EXECUTIVE DEPARTMENT (Contd.)**

<b>PRCE 29</b>	<b>:</b>	<b>Rs 27200 x 800 – 28000 x 1000 – 30000 x 1250 – 45000</b> Attorney
<b>PRCE 30</b>	<b>:</b>	<b>Rs 37500 x 1250 – 50000 x 1500 – 60000</b> Deputy Chief Executive <i>formerly Deputy Secretary</i>
<b>PRCE 31</b>	<b>:</b>	<b>Rs 75000</b> Chief Executive <i>formerly Secretary</i>

**TREASURY DEPARTMENT**

**SALARY SCHEDULE**

<b>PRT 1</b>	<b>:</b>	<b>Rs 10450 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Usher/Prosecutor (New Grade)
<b>PRT 2</b>	<b>:</b>	<b>Rs 12300 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000</b> Assistant Financial Operations Officer (New Grade) Assistant Procurement and Supply Officer (New Grade) Purchasing and Supply Officer (Personal)
<b>PRT 3</b>	<b>:</b>	<b>Rs 13500 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 24000</b> Cashier (Personal)
<b>PRT 4</b>	<b>:</b>	<b>Rs 17200 x 600 – 23200 x 800 – 26400</b> Financial Operations Officer <i>formerly Head Clerk (Treasury)</i> <i>Tax Controller</i> Procurement and Supply Officer <i>formerly Higher Purchasing and Supply Officer</i>
<b>PRT 5</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000</b> Senior Financial Operations Officer (New Grade) Senior Procurement and Supply Officer <i>formerly Senior Purchasing and Supply Officer</i>

**TREASURY DEPARTMENT (Contd.)**

<b>PRT 6</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Accountant (Qualified)
<b>PRT 7</b>	<b>:</b>	<b>Rs 21400 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 45000</b> Treasurer (Personal)
<b>PRT 8</b>	<b>:</b>	<b>Rs 30000 x 1250 – 50000</b> Principal Accountant
<b>PRT 9</b>	<b>:</b>	<b>Rs 48750 x 1250 – 50000 x 1500 – 56000 x 2000 – 60000</b> Financial Controller (New Grade)

**WORKS DEPARTMENT**

**SALARY SCHEDULE**

<b>PRW 1</b>	<b>:</b>	<b>Rs 7200 x 200 – 10200 x 250 – 11200</b> Handy Worker
<b>PRW 2</b>	<b>:</b>	<b>Rs 7400 x 200 – 10200 x 250 – 11700</b> Assistant Mechanic Roadmender/Tarman Tradesman Assistant Tradesman Assistant (Carpenter)
<b>PRW 3</b>	<b>:</b>	<b>Rs 7600 x 200 – 10200 x 250 – 11700 x 300 – 12000</b> Handyworker (Special Class) (New Grade)
<b>PRW 4</b>	<b>:</b>	<b>Rs 8000 x 200 – 10200 x 250 – 11700 x 300 – 12600</b> Chemical Sprayer Operator
<b>PRW 5</b>	<b>:</b>	<b>Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13200</b> Plant and Equipment Operator
<b>PRW 6</b>	<b>:</b>	<b>Rs 9600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 14600</b> Gangman

**WORKS DEPARTMENT** (Contd.)

<b>PRW 7</b>	<b>:</b>	<b>Rs 8800 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000</b> Electrician Mason Mechanic Painter Panel Beater Plumber & Pipe Fitter Tradesman (Carpenter) Welder
<b>PRW 8</b>	<b>:</b>	<b>Rs 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000</b> Driver, Heavy Mechanical Unit
<b>PRW 9</b>	<b>:</b>	<b>Rs 13200 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19600</b> Chief Tradesman (New Grade) Foreman
<b>PRW 10</b>	<b>:</b>	<b>Rs 10000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 21400</b> Assistant Inspector of Works
<b>PRW 11</b>	<b>:</b>	<b>Rs 16600 x 600 – 22000</b> Supervisor (Lighting) Workshop Supervisor
<b>PRW 12</b>	<b>:</b>	<b>Rs 16000 x 600 – 23200 x 800 – 24800</b> Inspector of Works
<b>PRW 13</b>	<b>:</b>	<b>Rs 20200 x 600 – 23200 x 800 – 28000 x 1000 – 29000</b> Senior Inspector of Works
<b>PRW 14</b>	<b>:</b>	<b>Rs 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b> Chief Inspector of Works
<b>PRW 15</b>	<b>:</b>	<b>Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 40000</b> Civil Engineer

**WORKS DEPARTMENT (Contd.)**

**PRW 16 : Rs 30000 x 1250 – 50000**  
Head, Works Department

**PLANNING DEPARTMENT**

**SALARY SCHEDULE**

**PRP 1 : Rs 10000 x 200 – 10200 x 250 – 11700 x 300 – 13800  
x 400 – 15000 x 500 – 16000 x 600 – 21400**  
Planning Assistant

**PRP 2 : Rs 14200 x 400 – 15000 x 500 – 16000 x 600 – 23200  
x 800 – 28000 x 1000 – 29000**  
Planning Inspector

**PRP 3 : Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 –  
30000 x 1250 – 40000**  
Planning Officer

**PRP 4 : Rs 30000 x 1250 – 50000**  
Head, Planning Department

**HEALTH DEPARTMENT**

**SALARY SCHEDULE**

**PRH 1 : Rs 6250**  
Sanitary Attendant II (Part-Time)  
*formerly drawing salary Rs 4500 as at 01.07.03*

**PRH 2 : Rs 9600 x 200 – 10000**  
Trainee Health Inspector

**PRH 3 : Rs 6425 x 175 – 6600 x 200 – 10200**  
General Worker

**PRH 4 : Rs 7200 x 200 – 10200 x 250 – 10950**  
Lorry Loader

**PRH 5 : Rs 7400 x 200 – 10200 x 250 – 11700**  
Refuse Collector (Personal)

**HEALTH DEPARTMENT (Contd.)**

- PRH 6** : **Rs 7800 x 200 – 10200 x 250 – 11700 x 300 – 12300**  
Burial Ground Attendant (Roster)  
Cremation Ground Attendant (Roster)  
Refuse Collector (Roster) (New Grade)
- PRH 7** : **Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 14600**  
Driver
- PRH 8** : **Rs 9000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 15500**  
Driver (Roster) (New Grade)  
Gangman (Scavenging) (Personal)
- PRH 9** : **Rs 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 15500**  
Driver/Supervisor (Personal)
- PRH 10** : **Rs 9200 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 16600**  
Driver/Supervisor (Roster) (New Grade)
- PRH 11** : **Rs 9400 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 16600**  
Gangman (Scavenging) (Roster) (New Grade)
- PRH 12** : **Rs 9000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 18400**  
Supervisor, Refuse Collection (Roster) (New Grade)
- PRH 13** : **Rs 8600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 19000**  
Overseer (Personal to officers appointed prior to 15.09.05)
- PRH 14** : **Rs 10000 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 22000**  
Officer-in-Charge, Cemeteries (Personal)
- PRH 15** : **Rs 10450 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200**  
Assistant Health Inspector



**HEALTH DEPARTMENT (Contd.)**

<b>PRH 16</b>	<b>:</b>	<b>Rs 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 26400</b>
		Health Inspector
<b>PRH 17</b>	<b>:</b>	<b>Rs 19600 x 600 – 23200 x 800 – 28000 x 1000 – 30000</b>
		Senior Health Inspector
<b>PRH 18</b>	<b>:</b>	<b>Rs 24800 x 800 – 28000 x 1000 – 30000 x 1250 – 33750</b>
		Principal Health Inspector
<b>PRH 19</b>	<b>:</b>	<b>Rs 33750 x 1250 – 47500</b>
		Chief Health Inspector

**WELFARE DEPARTMENT**

**SALARY SCHEDULE**

<b>PR WEL 1</b>	<b>:</b>	<b>Rs 10200 x 250 – 11700 x 300 – 13800 x 400 – 15000 x 500 – 16000 x 600 – 23200 x 800 – 24000</b>
		Welfare Officer
<b>PR WEL 2</b>	<b>:</b>	<b>Rs 17200 x 600 – 23200 x 800 – 26400</b>
		Senior Welfare Officer
<b>PR WEL 3</b>	<b>:</b>	<b>Rs 22000 x 600 – 23200 x 800 – 28000 x 1000 – 30000 x 1250 – 31250</b>
		Principal Welfare Officer

**VILLAGE COUNCILS**

**PART-TIME WORKERS**

<b>PRV 1</b>	<b>:</b>	<b>Rs 3000</b>
		Mobile Dispensary Attendant
<b>PRV 2</b>	<b>:</b>	<b>Rs 3450</b>
		Library Attendant

**VILLAGE COUNCILS** (*Contd.*)

- PRV 3** : **Rs 4425**  
Radio and TV Attendant (Personal)  
Sanitary Attendant III (drawing salary Rs 3175 as at  
01.07.03)  
Teacher, Oriental Language
- PRV 4** : **Rs 5200**  
Village Hall/Sub-Hall Attendant
- PRV 5** : **Rs 6750**  
Sanitary Attendant I (drawing salary of Rs 4865 as at  
01.07.03)
- PRV 6** : **Rs 7225**  
Sewing Teacher (Personal) (3 sessions/week)  
*formerly Sewing Mistress (Personal)*  
*(3 sessions/week)*
- PRV 7** : **Rs 7725**  
Village Hall and T.V Attendant (Personal to holders of  
post as at 30.06.03)

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