

TABLE OF CONTENTS

	Page
CHAPTER 1	1
INTRODUCTION	
1.1 Background Information.....	2
1.2 Terms of Reference.....	2
1.3 Methodology and Process	4
1.4 Scope of the Assignment.....	4
1.5 Major Concerns and Pertinent Issues	5
1.6 Analysis and Findings.....	6
1.7 Detailed analysis of the 2013 Master Salary Conversion	7
1.8 Major Considerations of the Report	12
1.9 Orientation of the Report	13
1.10 Master Salary Scale.....	13
1.11 New revised Salary Scales	13
1.12 Salary cut-off points for eligibility/non-eligibility to Benefits.....	14
1.13 Effective Date	14
1.14 Implementation of the Report.....	14
1.15 Conversion	16
1.16 Frequency of Pay Review	16
1.17 Financial Implications	17
1.18 Acknowledgement	17
1.19 The Way Forward.....	17

CHAPTER 2	19
A NEW ROAD MAP FOR A MODERN AND WORLD CLASS PUBLIC SECTOR	
2.1 Introduction.....	19
2.2 Reforms Steering Council (RSC)	21
2.3 Strategic Policy Unit (SPU).....	22
2.4 Public Sector Re-engineering Bureau (PSRB).....	23
2.5 Reform Cells in Ministries and Departments	24
2.6 Reform Cells in Parastatal Bodies and Local Authorities	25
2.7 Ministry of Finance and Economic Development (MOFED)	25
CHAPTER 3	26
PERFORMANCE-RELATED REWARD AND INCENTIVE SCHEME	
3.1 Annual Increments provided in Salary Scales	26
3.2 Two-tier Remuneration Package	27
3.3 Operationalising the Performance-Related Reward and Incentive Scheme	27
3.4 Allocation of Budgetary Provisions.....	28
CHAPTER 4	30
HUMAN RESOURCE DEVELOPMENT	
4.1 Civil Service College, Mauritius	30
4.2 Continuous Professional Development (CPD)	31
4.3 Cost Sharing Sponsorship Schemes	31
4.4 Reform, Transformation and Human Resource Alignment.....	31
CHAPTER 5	33
REVIEW OF SCHEMES OF SERVICE AND QUALIFICATIONS	
CHAPTER 6	36
RETIREMENT AND RETIREMENT BENEFITS	
6.1 Retirement Benefits	36
6.2 Defined Contribution Pension Scheme for new entrants as from 1 January 2013	36
6.3 Additional Pension Benefit for employees in post as at 30 June 2008 and reckoning more than 33 1/3 years of Pensionable Service	36

6.4 Early Voluntary Retirement Scheme	37
CHAPTER 7	39
PENSION SCHEME FOR THE PUBLIC SECTOR	
CHAPTER 8	40
CONDITIONS OF SERVICE AND BENEFITS	
Travelling and Car Benefits	40
Passage Benefit Scheme	103
Leave	104
Working Week, Flexitime, Workers on Shift/Roster/Staggered Hours and Overtime	106
Special Duty and Extra Duty Allowances.....	108
Salary on Promotion	109
Increment and Incremental Credit	110
Acting and Responsibility Allowances	111
Meal Allowance	112
Medical Insurance Scheme	113
Funeral Grant.....	114
Foreign Service Allowance and Other Related Allowances	115
Various Allowances.....	121
Statutory Bodies and Committees	123

CHAPTER 1

INTRODUCTION

Errors, Omissions and Anomalies Committee (EOAC) Report

A. This Report sets out the recommendations of the Committee appointed by the Government to look into errors, omissions and anomalies arising out of the PRB Report 2013.

B. The Report has been divided into two Volumes:

(i) Volume I: Analysis

Chapter 1 provides a brief overview of the events which led to the inception of this Committee and deals with the:

- (a) Terms of reference
- (b) Methodology and process
- (c) Scope of the assignment
- (d) Concerns and pertinent issues
- (e) Analysis and findings
- (f) Major considerations and prevailing philosophies
- (g) Salary recommendations of all sectors falling under the purview of the PRB
- (h) Financial implications
- (i) Frequency of pay review exercises

Chapter 2 provides recommendations on a new road map for a modern Public Sector, the review of organisational structures, and the frequency of overall Pay Review exercises.

The other Chapters of Volume I provide a broad analysis of the various cases of Errors, Omissions, and Anomalies, as applicable in different sectors.

(ii) Volume II : Specific Sectors

Volume II is divided into four parts:

- (a) Civil Service
- (b) Parastatal and other Statutory Bodies, and Private Secondary Schools
- (c) Local Authorities
- (d) Rodrigues Regional Assembly

1.1 Background Information

- 1.1.1 The PRB Report 2013 was publicly released in October 2012, and employees were given up to 19 November 2012 to exercise their option to signify their acceptance or otherwise of the recommendations contained therein.
- 1.1.2 The Federations of Unions and several individual Unions representing the Public Sector employees expressed serious concerns on several recommendations contained in the Report, particularly the salary recommendations for grades at the lower levels.
- 1.1.3 In light of the ensuing criticisms and overwhelming negative feedback, the Honourable Prime Minister promptly held meetings with the concerned parties and deemed it appropriate to set up an Independent Committee to look into the representations made.
- 1.1.4 On 16 November 2012, the Government appointed the Errors, Omissions, and Anomalies Committee chaired by Mr. Dharam Dev Manraj, Senior Adviser at the Prime Minister's Office, and Mr. Devendra Parsad Ruhee, OSK, former Senior Chief Executive at the Ministry of Civil Service and Administrative Reforms and Mr. Khemil Gobin, Human Resource/ Management Consultant and Director, The Edge Consulting, as Members.

1.2 Terms of Reference

- 1.2.1 The main Terms of Reference assigned to the Committee were to:
- (a) *receive, through the Ministry of Civil Service and Administrative Reforms, representations from staff associations, trade unions, public officers, local government officers, officers of the Rodrigues Regional Assembly, officers employed by Parastatal and Statutory Bodies, employees of private secondary schools and/or their representatives regarding errors, omissions, and alleged anomalies arising out of the recommendations made in the PRB Report 2013;*
 - (b) *examine such representations and make recommendations thereon, as appropriate; and*
 - (c) *determine in light of such representations the extent to which it is appropriate, necessary, and advisable to modify the reports of the PRB, and to accordingly make such other additional recommendations.*

- 1.2.2 In making its recommendations, the Committee took into account the broad parameters laid down at paragraph 1.4 of the PRB Report 2013 (Volume 1), which are reproduced below:
- (a) *the changes in economic environment, economic performance and the need for increased productivity;*
 - (b) *the economic and financial development in the country;*
 - (c) *the capacity of the Government to pay;*
 - (d) *the remuneration trends in the economy and market realities;*
 - (e) *the Government policies for adopting performance management principles and improving service delivery in the Public Sector;*
 - (f) *the need to attract, recruit, motivate and retain qualified high calibre candidates, particularly those with wide experience and scarce talents;*
 - (g) *the need to maintain an acceptable salary ratio of General Worker to Permanent Secretary;*
 - (h) *the need to partially bridge the gap between the Public Sector and the Private Sector at the appropriate levels of the echelon to facilitate recruitment and retention of required talents;*
 - (i) *the need to establish fair relativities to maintain harmonious employee relations;*
 - (j) *the need to maintain relativities and differentials in reward commensurate with responsibilities;*
 - (k) *the erosion of purchasing power since the 2008 Pay Review;*
 - (l) *the unparalleled job security, pension benefits, work-life balance and status provided by public sector jobs;*
 - (m) *the need to ensure that there is equal pay for work of equal value (i.e. eliminating inequity); and*
 - (n) *the need to strike the right balance - to provide an adequate pay package while ensuring sustainability and social acceptability, among others.*

- 1.2.3 It was also agreed that the Federations, Unions, and Individual employee would have to submit their representations in writing to the Committee by 30 November 2012; however, the deadline was subsequently extended to 31 December 2012 after requests from the staff side were made to grant them sufficient time to formulate their representations.

1.3 Methodology and Process

- 1.3.1 Following its inception, the Committee held several meetings to clarify the scope of the assignment, assess its logistical imperatives, and select the administrative staff to duly conduct this exercise. Concurrently, meetings were held with representatives of the staff side, at their request, to assure them of the independence and impartiality of the Committee.

- 1.3.2 All concerned parties were invited to submit their representations in writing by the extended deadline of 31 December 2012 through an official communiqué; a total of some 1283 memoranda were received containing some 3933 representations; these were compiled and presented in an appropriate format for a proper in-depth evaluation. To expedite this process, the Committee had recourse to nine senior officers of the Human Resource Management cadre, five professionals from the Pay Research Bureau, three professionals from the Project Management and Delivery Unit (PMDU) of the Prime Minister's Office, and seven support staff.

- 1.3.3 The most recurring concerns and objections among pertinent representations involved the discrepancy between the effective salary increases at the lower echelon compared to those granted at higher echelons.

- 1.3.4 Hearings of representatives from Federations, Unions, and Individual employees for clarifications and additional information started on 28 January 2013 and ended on 19 March 2013. There were 458 sessions in all attended by 1896 Individuals, Union representatives and officials.

- 1.3.5 The Committee visited Rodrigues between 12 and 15 January 2013 to consult Union Representatives, meet the Chief Commissioner and all other concerned Commissioners as well as Management officials.

1.4 Scope of the Assignment

- 1.4.1 Given the parameters of its assignment, the Committee would like to stress beforehand that its responsibility is **not** to carry out another general salary review exercise, but rather to consider the representations received, analyse errors, omissions, and anomalies arising out of the 2013 PRB Report and make appropriate recommendations thereon.

1.4.2 Furthermore, the Committee has considered it essential to define and explain what it considers as genuine errors, omissions and anomalies. Our definitions which may not be exhaustive are given hereunder:

Errors - Genuine errors including cases whereby the PRB has based itself on erroneous or insufficient facts in arriving at its recommendations.

Omissions - All cases which should have been reasonably considered but have been excluded/omitted in the Report through oversight or otherwise.

Anomalies - Recommendations/decisions arrived at but which are out of line in relation to the adopted framework/parameters and are unjustified and cannot be explained.

1.5 Major Concerns and Pertinent Issues

1.5.1 The predominant issues raised by the Federations, Unions, Independent Groups, and Individuals throughout the exercise can be effectively summarised as follows:

- (a) The widened salary gap between the lower and upper echelons in the Public Sector warrants further adjustments to redress the skewed distribution.
- (b) The need for a quantified minimum salary level across the Public Sector to ensure that each one's income is aligned with economic realities, enable individuals to sustain themselves with the costs of living, and to restore the purchasing power of public sector employees.
- (c) The introduction of additional qualifications mid-career as a criteria for promotion or to enable serving officers to cross the QB is unduly penalising those reckoning several years of service or those who do not have the means, financial, time or otherwise, to acquire such qualifications.
- (d) The lack of homogeneity in pay schemes for the same positions across different organisations within the Public Sector creates an unacceptable inequity.
- (e) The merging of grades in certain instances has led to the fading away of supervisory functions thus effectively weakening control and discipline within the civil service.

- (f) The top-to-top salary conversion of the 2013 PRB Report implies that officers who have reached their threshold salary points would stagnate for the next five years.

1.6 Analysis and Findings

1.6.1 It is noted that in evolving the recommended remuneration package, the PRB stated that it had considered, *inter alia*, the following:

- (a) *the share of public sector pay bill in GDP (which stood at 8.2% in 2008 and is expected to reach 8.4% in 2012);*
- (b) *the remuneration trends in the economy;*
- (c) *the pre-tax salary ratio of the General Worker to Permanent Secretary, which was 1: 8.6 in 2008, stood at 1:7.7 in December 2012;*
- (d) *the fact that salaries at certain levels in the private sector are considerably higher than those of corresponding position in the Public Sector while the latter sector has a lead in respect of certain grades at the lower levels;*
- (e) *the need to partially bridge the gap between Public Sector and private sector at the appropriate levels of the echelon to facilitate recruitment and retention of required talents;*
- (f) *the erosion of purchasing power since the 2008 Pay Review;*
- (g) *adequacy of competitiveness of pay package (conditions of service, career path, development opportunities) that attracts, motivates and retains people with required skills in required numbers;*
- (h) *the value of benefits and conditions of service which form a significant part of the compensation packages; and*
- (i) *the need to strike the right balance in setting salary levels, which enable adequacy of the package while ensuring social acceptability.*

1.6.2 It is further noted that in setting the broad parameters to evolve its recommended salary structure, the PRB has revised and set:

- (i) the top basic salary of the General Worker at Rs 12,800 (for serving incumbents as at 30 June 2008) representing an increase of 22% (on the basic salary of PRB 2008) principally to compensate for erosion of purchasing power since the last review; and

- (ii) the salary of the Permanent Secretary at Rs 114,000 representing an increase of 30 % i.e. an additional of **8%** over and above the 22% for erosion of purchasing power since the last review.

1.6.3 It is also noted that the salary of Chief Executives of Parastatal organisations has also been increased by around 27.5%, i.e. **5.5%** above compensation for the erosion of purchasing power.

1.6.4 Our research and findings have revealed that:

- a) the PRB has, for its last reviews, adopted a policy of introducing a competitiveness index in addition to the baseline compensation for erosion in purchasing power for certain grades; and
- b) it is common practice in pay review exercises for Salary Commissioners to grant an additional increase, not exceeding 15% to improve competitiveness at certain levels.

1.6.5 It is understood that this additional increase granted by the PRB is meant to partially bridge the gap between salary levels of similar positions in the Public Sector and in state-owned enterprises when compared to market rates in the Private Sector.

1.7 Detailed analysis of the 2013 Master Salary Conversion

A detailed analysis of the 2013 Master Salary Conversion Table in terms of percentage increase over the 2008 Basic Salary and the percentage increase over December 2012 Gross Salary is given in the Table below:

2008 Basic Salary (Rs)	Gross Salary Dec 2012 (Rs)	Revised Salary Jan 2013 (Rs)	Increase over Basic 2008 (%)	Increase over Gross Dec 2012 (%)
6,425	7,496	7,825	22	4
6,600	7,673	8,050	22	5
6,800	7,880	8,275	22	5
7,000	8,087	8,500	21	5
7,200	8,294	8,750	22	5
7,400	8,501	9,000	22	6
7,600	8,708	9,250	22	6
7,800	8,915	9,500	22	7
8,000	9,122	9,750	22	7
8,200	9,329	10,000	22	7
8,400	9,536	10,250	22	7
8,600	9,743	10,500	22	8
8,800	9,950	10,750	22	8
9,000	10,157	11,000	22	8
9,200	10,364	11,250	22	9
9,400	10,571	11,500	22	9
9,600	10,778	11,750	22	9
9,800	10,985	12,000	22	9
10,000	11,192	12,250	23	9
10,200	11,399	12,500	23	10
10,450	11,658	12,800	22	10
10,700	11,917	13,100	22	10
10,950	12,175	13,400	22	10
11,200	12,434	13,700	22	10
11,450	12,708	14,000	22	10
11,700	12,967	14,300	22	10
12,000	13,270	14,650	22	10
12,300	13,370	15,000	22	12
12,600	13,670	15,350	22	12
12,900	13,970	15,700	22	12
13,200	14,270	16,050	22	12
13,500	14,570	16,500	22	13

2008 Basic Salary (Rs)	Gross Salary Dec 2012 (Rs)	Revised Salary Jan 2013 (Rs)	Increase over Basic 2008 (%)	Increase over Gross Dec 2012 (%)
13,800	14,870	16,950	23	14
14,200	15,270	17,400	23	14
14,600	15,670	17,850	22	14
15,000	16,070	18,300	22	14
15,500	16,570	18,900	22	14
16,000	17,070	19,500	22	14
16,600	17,670	20,250	22	15
17,200	18,270	21,000	22	15
17,800	18,870	21,750	22	15
18,400	19,470	22,500	22	16
19,000	20,070	23,250	22	16
19,600	20,670	24,000	22	16
20,200	21,270	24,750	23	16
20,800	21,870	25,500	23	17
21,400	22,470	26,250	23	17
22,000	23,070	27,000	23	17
22,600	23,670	27,750	23	17
23,200	24,270	28,500	23	17
24,000	25,070	29,400	23	17
24,800	25,870	30,300	22	17
25,600	26,670	31,200	22	17
26,400	27,470	32,100	22	17
27,200	28,270	33,000	21	17
28,000	29,070	34,200	22	18
29,000	30,070	35,400	22	18
30,000	30,420	36,600	22	20
31,250	31,670	38,100	22	20
32,500	32,920	39,600	22	20
33,750	34,170	41,100	22	20
35,000	35,420	42,600	22	20
36,250	36,670	44,100	22	20
37,500	37,920	45,600	22	20

2008 Basic Salary (Rs)	Gross Salary Dec 2012 (Rs)	Revised Salary Jan 2013 (Rs)	Increase over Basic 2008 (%)	Increase over Gross Dec 2012 (%)
38,750	39,170	47,100	22	20
40,000	40,420	48,600	22	20
41,250	41,670	50,100	21	20
42,500	42,920	51,600	21	20
43,750	44,170	53,100	21	20
45,000	45,420	54,600	21	20
46,250	46,670	56,100	21	20
47,500	47,920	57,600	21	20
48,750	49,170	59,400	22	21
50,000	50,420	61,200	22	21
51,500	51,920	63,000	22	21
53,000	53,420	64,800	22	21
54,500	54,920	66,600	22	21
56,000	56,420	68,400	22	21
58,000	58,420	70,800	22	21
60,000	60,420	73,200	22	21
62,000	62,420	75,600	22	21
64,000	64,420	78,000	22	21
66,000	66,420	81,000	23	22
68,000	68,420	84,000	24	23
70,000	70,420	87,000	24	24
72,500	72,920	90,000	24	23
75,000	75,420	93,000	24	23

Table 1 – Analysis of Pay Increases

- 1.7.1 An analysis of the PRB recommendations reveals the following:
- (i) an average increase of 22% over the 2008 basic salary;
 - (ii) the increase over the December 2012 gross salary varies from 4% to 24%;
 - (iii) the absolute salary increase for the lowest salary point amounts to Rs 329 and for the first 17 salary points it is less than Rs 1000; and
 - (iv) as from the 18th salary point the increase is more than Rs 1000 and it increases gradually to reach Rs 17580 (the highest salary point on the salary scale).
- 1.7.2 In fact, for the first 17 points where the salary increase is less than Rs1000, the PRB has recommended at paragraph 21.5 (ii) of Volume 1 of its report that incumbents on these salary points should receive an additional amount to bring the absolute increase to Rs 1000. This recommendation is replicated hereunder.
- 21.5(ii) A full-time employee who, after payment of pension contribution and excluding normal increment, earns an increase of less than Rs 1000 should be paid a monthly allowance to bring the increase to Rs 1000. This allowance should lapse with the grant of subsequent annual increments.**
- 1.7.3 Accordingly, an incumbent drawing, for example in December 2012 the salary of Rs 7496, will receive in January 2013 over and above the revised salary of Rs 7825, an additional monthly amount of Rs 671 as allowance up to December 2013.
- 1.7.4 Nonetheless, this allowance is not in effect an immediate salary increase but merely an advance which must be refunded gradually as and when the incumbent is granted his/her future annual increments. This additional amount of Rs 671 would be reduced by Rs 225 as from January, 2014, by another Rs 225 in January 2015 and the balance of Rs 221 in January 2016.
- 1.7.5 In other words, it would mean that the incumbent would not enjoy his full increments for the next three years even if his/her performance and conduct qualify him/her for such increments.
- 1.7.6 Moreover, what appears more disturbing and which is considered as a glaring anomaly, is the fact that if this incumbent decides not to opt for the 2013 PRB recommendations, he/she would receive the 2013 statutory compensation of

Rs 320 for rise in cost of living i.e. only Rs 9 less than the converted salary of January 2013 but would enjoy his/her annual increment in full in subsequent years.

1.7.7 Considering the differential in salary increase granted to higher level employees and those at the lower end, it is clear as to why the salary recommendation as regards the immediate increase is perceived as a social injustice and has inevitably triggered a general outcry among a majority of Public Officers.

1.8 Major Considerations of the Report

1.8.1 After taking cognizance of the various representations and the recommendations of the PRB Report 2013 the Committee strongly believes, on the basis of its analysis and judgement, that there is need to address same in order to restore fairness and equity in the Pay System across the Public Sector. With this objective in mind, the Committee focussed its Report on the following key factors:

- ensuring a minimum of 22% increase on July 2008 salary across the Public Sector;
- reducing the pre-tax salary ratio of the General Worker to Permanent Secretary to 1:7.5;
- aligning the salary of Educator (Primary) possessing a Diploma to that of Educator (Secondary) possessing the same qualification;
- waiving the QB inserted in certain salary scales in the 2013 PRB Report and restoring movement in the salary scales of officers possessing higher qualifications;
- reviewing the unilateral merging of grades recommended in the 2013 PRB Report with a view to re-introduce the supervisory element, increase accountability and reinforce control across different levels within the hierarchy;
- allowing public officers to cash accumulated passage benefits at the discounted rate of 90% for purposes other than travel; and
- extending all salary scales upwards.

1.9 Orientation of the Report

1.9.1 Through its recommendations, the Committee intends to:

- provide for a fair distribution of the increase in salary across all categories of employees;
- usher in a new impetus to the Public Sector Reform Strategy by providing the appropriate mechanism to drive major reform initiatives forcefully;
- review conditions of service to eliminate, as far as possible, anomalies and minimise frustration amongst serving public officers;
- review Pay and Grading Structures across the Public Sector to ensure greater standardisation, uniformity and relativity in the Pay System; and
- create a new road map for a modern Public Service and to implement and drive the reform initiatives in the Public Sector in line with the aim enunciated at paragraph 36 of Chapter 4 of the Government Programme 2012-2015 which reads as follows – *“the Civil Service plays a key role in the socio-economic transformation of Mauritius. Government will pursue its objectives of modernising the Civil Service and will provide it with the resources required to sustain the delivery of high quality services with efficiency and dedication”.*

1.10 Master Salary Scale

1.10.1 In the light of the above, the Committee has developed a Master Conversion Table which is set out at Annex 1 to this Report.

1.10.2 The recommended new Master Salary Scale is as follows:

Rs 7425 x 225 – 9675 x 250 – 13675 x 300 – 15475 x 350 – 17225 x 450 – 19475 x 600 – 20675 x 750 – 29675 x 900 – 34175 x 1200 – 37775 x 1500 – 58775 x 1800 – 69575 x 2425 – 72000 x 2500 – 77000 x 3000 – 95000

1.11 New revised Salary Scales

1.11.1 The adoption of a new Master Salary Scale requires the revision of individual salary scales recommended in the 2013 PRB Report for the various categories of employees.

1.11.2 To facilitate implementation, the Committee has:

- (a) reworked the revised salary scale for each grade based on the new salaries in the revised Master Conversion Table; and
- (b) adopted a pay strategy of lengthening pay scales intended to compensate for lack of career prospects.

1.12 Salary cut-off points for eligibility/non-eligibility to Benefits

1.12.1 It is noted that employees become eligible to certain benefits based on their salary levels. In other instances, employees cease to become eligible to certain benefits, e.g. overtime on reaching a certain salary level. With the change in the Master Salary Scale and the consequent changes in salary scales at all levels, the salary cut-off points for eligibility/ non- eligibility to benefits have been correspondingly reviewed.

1.13 Effective Date

1.13.1 The recommendations contained in this Report should, subject to the provisions of paragraph 1.14, be implemented as from 1 January 2013.

1.14 Implementation of the Report

1.14.1 Government finances, although not alarming are by no means comfortable due to the global economic situation. However, lack of financial resources cannot be cited as a justifiable reason to deny public sector employees their due. Nevertheless, it is but critical and imperative that the cost of implementing this Report be kept within the capacity of Government to pay.

1.14.2 In view of the foregoing, the implementation of the recommendations contained in this report is being phased over three calendar years as follows –

(i) Salaries

Payments would be staged as hereunder –

- (a) all pre-PRB 2013 salaries should be converted hypothetically in line with the recommendations made at paragraph 1.15.1 to the new revised salaries set out in **Row 3 of the EOAC Master Conversion Table at Annex 1 of this Report as from 1 January 2013. However, the new salaries in Row 3 should be effectively paid as from 1 July 2013.** The issue of arrears for the period 1 January 2013 to 30 June 2013 is dealt with at paragraph 1.14.2 (iii).
- (b) the converted salaries effective from 1 January 2014 to 31 December 2014 should be in accordance with Row 4 of the EOAC Master Conversion Table at Annex 1 of this Report. The conversion as from 1 January 2014 should be effected after the grant of increment due to officers on 1 January 2014; and
- (c) the converted salaries effective from 1 January 2015 to 31 December 2015 should be in accordance with Row 5

of the EOAC Master Conversion Table at Annex 1 of this Report. The conversion as from 1 January 2015 should be effected after the grant of the annual increment due to officers on 1 January 2015.

(ii) Allowances

- (a) new rates of travelling allowances, cash in lieu of duty-free as well as revised rates of existing allowances already provided in the 2013 PRB Report, would be effective as from 1 July 2013 and payable as from that date, except as otherwise stated in the Report;
- (b) new allowances introduced in this Report (called by whatever name) would become payable as from **1 January 2014**;
- (c) conditions of service which are directly related to salary (e.g. acting and responsibility allowances, overtime rate per hour, special duty allowance, passage benefit and salary on promotion) should be effective as from **1 July 2013 on the basis of actual converted salary drawn at Row 3 of the EOAC Master Conversion Table**; and
- (d) for the purpose of determining eligibility for benefits resulting from conditions of service e.g. passage benefit, overtime, leave, travelling allowances and duty deferred exemption, the salary at Row 5 of the EOAC Master Conversion Table (direct conversion to 1 January 2015 salary) should be used.

(iii) Arrears (1 January 2013 to 30 June 2013)

The Committee recommends that arrears for the period 1 January 2013 to 30 June 2013 should be converted into additional Special Leave, subject to a maximum of ten working days, to be taken any time over the period 2013 to 2015. The Committee also recommends that the Ministry of Civil Service and Administrative Reforms should work out the modalities to give effect to this recommendation.

(iv) Retirement Benefits

The retirement benefits of officers who have retired/shall retire during the period 1 January 2013 to 31 December 2014 should, except for the commuted lump sum, be computed on the basis of the actual salaries drawn by the officers. Exceptionally, the commuted lump sum of the concerned officers shall be computed

on the converted salaries of 1 January 2015 as indicated at Row 5 of the EOAC Master Conversion Table.

1.15 Conversion

1.15.1 Conversion to the new revised salaries should **exceptionally** be effected after the direct conversion of the salary drawn on 31 December 2012 to the new revised salary as per the EOAC Master Conversion Table and, thereafter, one increment should be granted hypothetically to all officers on 1 January 2013 (Row 3) subject to the top salary of the revised salary scale **and payable as from 1 July 2013.**

1.15.2 **An employee whose salary point converts to a point in the EOAC Master Conversion Table which is less than the initial salary recommended for his grade should draw the converted salary corresponding to the initial salary of his grade subject to paragraph 1.14 (i) above.**

1.15.3 **An employee whose salary point converts to a point in the EOAC Master Conversion Table which is more than the top salary recommended for his grade should draw the converted salary in accordance with the EOAC Master Conversion Table on a personal basis, subject to paragraph 1.14 2(i) above.**

1.15.4 **Full-time employees who, as per the 2013 PRB Report, earned an increase of less than Rs 1000 were granted the differential in terms of a monthly allowance to be reduced gradually by the amount of subsequent annual increments. With the implementation of this Report, these employees would now earn more than Rs 1000 and, as such, this anomalous situation would cease to arise.**

1.16 Frequency of Pay Review

The PRB has been carrying out, since its first Report published in 1982, an overall Review of Pay and Grading Structures and Conditions of employment practically once every five years. This practice which has worked for the past three decades has several demerits. It involves a huge financial outlay once every five years impacting negatively on recurrent expenditure, inflation and other economic indicators.

1.16.1 To respond to the above challenges, both national and international as well as the present-day budgetary requirements, the time has now come to review the periodicity of Pay Reviews.

Recommendation EOAC 1

1.16.2 **The Committee, therefore, recommends that -**

- (i) compensation for increase in cost of living for the year 2014 would be payable to public sector employees as may be determined by the National Tripartite Forum;
- (ii) similarly as regards the year 2015, the compensation would also be payable to public sector employees as may be decided by the National Tripartite Forum; and
- (iii) the next Review of Pay and Grading Structures and Conditions of Service in the Public Sector should be effective as from 1 January 2016.

1.16.3 The changes and/or recommendations contained in this Report should, in principle, be read as an integral part of the main 2013 PRB Report, subject to the provisions of paragraph 1.14 above.

1.17 Financial Implications

1.17.1 The implementation of the EOAC recommendations would cost the Exchequer an estimated average annual amount of Rs 925 million over the period 2013 to 2015.

1.18 Acknowledgement

The Committee would wish to place on record the constructive and valuable contributions made by all parties concerned and for their collaboration. We have had very fruitful and intensive discussions with Union representatives as well as Heads of Ministries and Departments. Their inputs have been of great assistance and have proved useful in the formulation of our recommendations. The Committee also wish to express its gratitude to the senior officers of the Human Resource Management Cadre and the PRB as well as the Secretariat for their contribution and assistance.

1.18.1 The Committee would also like to thank Mr Sarwansingh Purmessur, Principal Assistant Secretary, Ministry of Local Government and Outer Islands, who was appointed as Secretary to the Committee.

1.19 The Way Forward

The Committee is confident that the implementation of the recommendations contained in this Report will promote sound morale and constructive industrial relations in all public sector organisations. It is hoped that these recommendations will also enhance the management of the human capital in the public sector by inducing and instilling the desired employee mind-set, engagement and behaviour as well as a new performance culture, thus

enabling organisations to deliver effectively on their mission and mandate and reach new heights.

CHAPTER 2

A NEW ROAD MAP FOR A MODERN AND WORLD CLASS PUBLIC SECTOR

2.1 Introduction

In line with the Government Programme 2012-2015 and with a view to modernising and increasing the efficiency of the Civil Service, the Government adopted the Programme-Based Budget, introduced the Performance Management System, reviewed organisational structures, computerised core services, and established new workflows, especially at customer counter services. These broad reforms, however, have not brought along a marked improvement in the current state of affairs.

An in-depth analysis of the current reform process revealed five major shortcomings:

- (a) the absence of a cohesive reform institutional framework;
- (b) a lack of co-ordination and communication between integral components;
- (c) the dearth of consistent, proactive and supportive, overseeing units;
- (d) the inherent rigidity of civil service structures and bureaucracy not conducive to innovation; and
- (e) the lack of an attractive reward scheme to motivate individuals to perform beyond the minimal scope of duties.

2.1.1 Considering the current situation, the Committee firmly believes that there is an urgent need to re-engineer the reform agenda to establish a public service that is not only open, flexible, and responsive to the needs of its citizens, but also one that does not impinge on the civil servants' quality of life and individual aspirations. A permanent mechanism implementing the reforms, and constantly factoring in new parameters is crucial to materialise this impetus and create a world class public service.

2.1.2 In the light of current economic realities and the time constraints in implementing a viable solution, the Committee recommends the re-definition of current roles and responsibilities in respect of the various stakeholders.

Recommendation EOAC 2

2.1.3 The Committee, therefore, recommends the establishment of a permanent hierarchical structure to clearly delineate between responsibilities and streamline the reform process throughout the Public Sector. An overview of the structure is shown in Figure 1. The *modus operandi* of each component is explained subsequently.

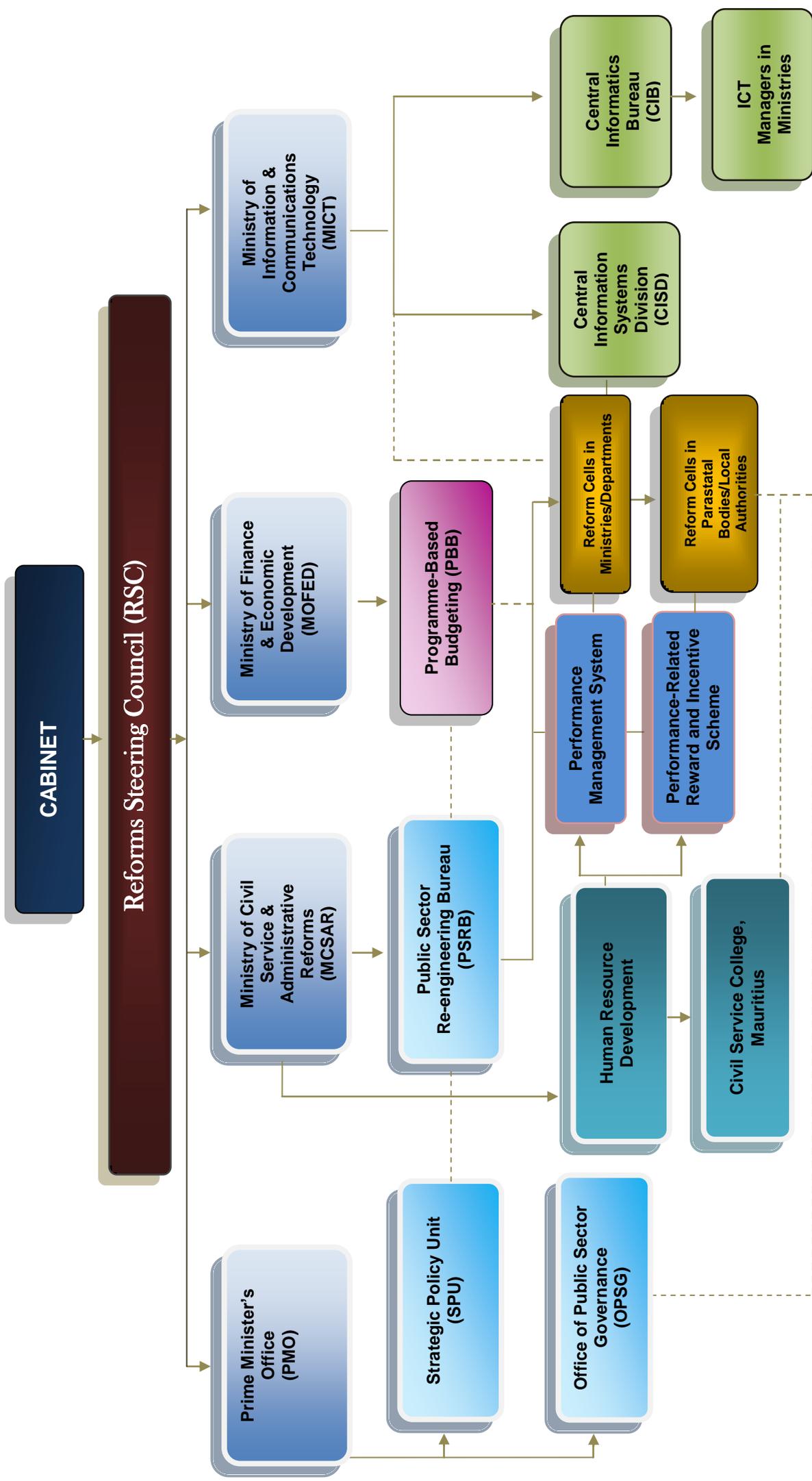


Figure 1 - PUBLIC SECTOR REFORMS PROGRAMME: HIGH LEVEL RECOMMENDED STRUCTURE

2.1.4 The main components on the proposed structure are as follows:

- (a) **The Reforms Steering Council (RSC)** – the Command Centre spearheading reform initiatives and ensuring timely implementation of change management and improvement programmes in the Public Sector.
- (b) **The Strategic Policy Unit (SPU)** - Operating under the aegis of the Prime Minister's Office, the Strategic Policy Unit will be a specialised think tank of the Government designed to continually research methodologies to improve understanding of major challenges and propose appropriate solutions to socio-economic issues of national importance.
- (c) **The Public Sector Re-engineering Bureau (PSRB)** – falling under the purview of the Ministry of Civil Service and Administrative Reforms, the Public Sector Re-engineering Bureau will be a body dedicated to provide real-time and continuous advisory services to the Council, concerning organisational reviews and restructuring exercises in the Public Sector. The PSRB will also be responsible to ensure implementation of the decisions of the Reforms Steering Council. In addition, it would monitor implementation and report progress on a quarterly basis to the Reforms Steering Council.
- (d) **Reform Cells** – the re-establishment of the Reform Cells under the responsibility of each Ministry/Department and each parastatal/ authority body to monitor performance indicators and facilitate the implementation of intra-departmental reforms.

2.2 Reforms Steering Council (RSC)

2.2.1 The first stage of the implementation process requires the expansion of the present mandate of the Public Sector Management Reforms Committee, falling under the purview of the Prime Minister's Office, re-branding it as the Reforms Steering Council to include the following new terms of reference:

- (a) to spearhead all public sector management reform initiatives for the multilateral modernisation of the Public Service;
- (b) to evaluate the status of reform strategies through rigorous internal assessments and external feedback from relevant stakeholders;

- (c) to oversee major mergers, corporatisation processes, rightsizing exercises, redeployments, and all other major organisational re-engineering endeavours;
- (d) to monitor the implementation of the Performance Management System and Performance Incentive Schemes throughout the Public Sector; and
- (e) to usher in a new mind-set and foster a modern culture at every echelon in the Public Sector.

2.2.2 The Reforms Steering Council will be chaired by the Senior Chief Executive, Ministry of Civil Service and Administrative Reforms with the following key officials as Members:

- (a) a representative of the Prime Minister's Office;
- (b) a representative of the Deputy Prime Minister's Office;
- (c) a representative of the Ministry of Finance and Economic Development;
- (d) a representative of the Ministry of Information and Communications Technology;
- (e) a representative of the Ministry of Labour, Industrial Relations and Employment; and
- (f) three representatives of recognised Federations of Trade Unions.

2.2.3 The Council may also co-opt other officials and any other person, as may be required depending on the relevant issues.

2.3 Strategic Policy Unit (SPU)

2.3.1 The Strategic Policy Unit will be responsible for building a cohesive policy framework aligning specific sectorial needs within the holistic set of national priorities to ensure the outset of a new era of sustainable growth that will ultimately empower the country's graduation from an Upper-Middle Income Economy to a High Income Economy.

2.3.2 The Strategic Policy Unit will focus, inter alia, on:

- (a) advising the Government on socio-economic issues of national importance and formulating policies for sustainable development and poverty alleviation;
- (b) developing in collaboration with the Ministry of Finance and Economic Development in the context of the Economic and Social

Transformation Plan (ESTP) integrated action plans for all key sectors operating consistently within the overall policy framework;

- (c) supporting the Ministry of Finance and Economic Development in preparing medium and long-term perspective development plans in line with the ESTP; and
- (d) researching and identifying potential areas for the inception of new economic avenues and poles of growth.

2.4 Public Sector Re-engineering Bureau (PSRB)

2.4.1 Operating under the aegis of the Ministry of Civil Service and Administrative Reforms, the Public Sector Re-engineering Bureau will provide technical know-how, expertise and support in Public Sector Reforms. It will provide management and technical advisory services to the Reforms Steering Council on targeted restructuring undertakings and impel fundamental reforms within the Public Sector, thus implementing the Government Reform agenda.

2.4.2 The Public Sector Re-engineering Bureau will collaborate with the Reforms Steering Council and the Project Management and Delivery Unit of the Prime Minister's Office to provide logistical support in implementing reform programmes; its predominant responsibilities are enumerated below:

- (a) provide advisory services to the Reforms Steering Council;
- (b) work in tandem with the Ministry of Information and Communications Technology and the relevant Ministry/Department to drive, implement and monitor the e-Government strategies;
- (c) conduct organisational and management reviews, system audits, training and development analyses, and other services required by various Public Sector institutions;
- (d) facilitate co-ordination within the Governmental machinery and ensure a time effective implementation of reform strategies;
- (e) strengthen the cohesion between key divisions to reduce undue duplication of work, reduce overlapping scopes and prioritise the various reform efforts accordingly;
- (f) conduct frequent programme evaluations to ensure that the most cost effective route is consistently adopted; and

- (g) develop the necessary management and operational organigram to promulgate an optimal structure for the delivery of services in the Public Sector.
- 2.4.3 With the setting up of the Public Sector Re-engineering Bureau, the role of the Office of Public Sector Governance will have to be redefined so that it focusses on Parastatal Bodies, Local Authorities and other public enterprises as well as providing services on good corporate governance practices in the whole public sector.

Recommendation EOAC 3

2.5 Reform Cells in Ministries and Departments

- 2.5.1 To facilitate the implementation of reforms approved by the Council, the Committee recommends that each Ministry and Department re-activates the Reform Cells to coordinate with the Public Sector Re-engineering Bureau and the Project Management and Delivery Unit in a more pro-active and efficient manner.
- 2.5.2 A Reform Cell should be chaired by an officer not below the level of Deputy Permanent Secretary (*formerly known as Principal Assistant Secretary*) and should include all Heads of Section as well as representatives of Staff Associations or recognised Unions.
- 2.5.3 Each Reform Cell should, inter alia:
- (a) monitor performance indicators in the Programme-Based Budget and identify weaknesses hindering the progress within the organisation;
 - (b) review processes, operations, and procedures to improve service delivery;
 - (c) facilitate the effective implementation of all relevant approved reform initiatives within the scope of their unit, including the execution of the e-Government Programme driven by the Ministry of Information and Communications Technology;
 - (d) devise an annual training plan for all members of staff after conducting a training needs analysis;
 - (e) develop, in tandem with the Management and the staff, schemes for performance-related incentives based on agreed criteria and desired outputs; and
 - (f) provide regular reports on the progress, observations, and suggestions to the Public Sector Re-engineering Bureau and the Office of Public Sector Governance.

2.6 Reform Cells in Parastatal Bodies and Local Authorities

Recommendation EOAC 4

2.6.1 The Committee strongly recommends that the Office of Public Sector Governance ensures that Reform Cells be initiated in all Parastatal Bodies and Local Authorities to review individual structures, human resource utilisation and their scope of activities. Their assignment should be aligned with those of the Reform Cells in Ministries and Departments, as set forth in this document in section 2.5.3.

2.7 Ministry of Finance and Economic Development (MOFED)

2.7.1 In addition to its statutory responsibilities regarding the National Budget and Economic Development, the Ministry of Finance and Economic Development shall strive to:

- (a) implement and monitor the Programme-Based Budgeting and provide the necessary support to Ministries, Departments, Parastatal Organisations, and the Local Authorities;**
- (b) actively initiate reform initiatives falling under its jurisdiction for approval by the Reforms Steering Council and assist in the subsequent implementation process; and**
- (c) collaborate with the Reforms Steering Council and the Ministry of Civil Service and Administrative Reforms in the elaboration of their Performance-Related Reward and Incentive Scheme for various Ministries and Departments as well as in Parastatal Bodies and Local Authorities, and ensure the relevant alignment between the Programme-Based Budgeting and the Performance Management System.**

CHAPTER 3

PERFORMANCE-RELATED REWARD AND INCENTIVE SCHEME

3.1 Annual Increments provided in Salary Scales

3.1.1 The PRB has, in its 2013 Report, recommended at paragraph 8.22 of Volume 1 that *“annual increments provided in salary scales to various grades should be awarded based on open and recorded performance assessment ratings and that no increments should be earned in case an officer is unfavourably reported upon”*.

3.1.2 During consultations with the Trade Unions, the attention of the Committee was drawn to an award by the former Permanent Arbitration Tribunal in the case of State Informatics Ltd Staff Union vs State Informatics Limited (RN 854) of 21 September 2005 where the Tribunal held that *“a yearly increment in an employee’s salaries, in the opinion of the Tribunal is something due to him at the beginning of each year. The Tribunal does not appreciate the terms “merit increment” used by the employer as it considers that, from a moral and equitable point of view, a yearly increment is due to an employee after a 1 year of loyal and efficient service. In case of dishonesty, disloyalty or inefficiency on the part of an employee, the employer has always the alternative of applying disciplinary sanctions or dispensing with his services for valid reasons.....to the extent that annual increment in the present case had been given constantly and specifically on a fixed scale, we can say that it is an acquired right subject to adverse reports”*.

Recommendation EOAC 5

3.1.3 **The Committee recommends that the Ministry of Civil Service and Administrative Reforms should seek the advice of the State Law Office as to the applicability of the principles guiding the above ruling to the Public Service. While examining the issue, consideration may also be given to the development focus of the Performance Management System as highlighted by the Pay Research Bureau at paragraph 7.32 of its 2013 Report as opposed to the punitive measure of withholding the increment under the PSC Regulations.**

3.2 Two-tier Remuneration Package

Recommendation EOAC 6

3.2.1 The Committee recommends the introduction of new performance-based pecuniary benefit over and above the normal salary for public sector employees. The two-tier remuneration package system comprising of a fixed and a variable component would provide greater pay flexibility for uplifting performance standards and rewarding high performing employees. The fixed component will include salary and end-of-year bonus. The variable component would essentially depend on performance or special circumstances specific to Ministries/Departments/Parastatals and Local Authorities. The variable component would be in the form of a non-pensionable one-off productivity bonus.

3.3 Operationalising the Performance-Related Reward and Incentive Scheme

3.3.1 The Performance-Related Reward and Incentive would be payable taking into account the performance of the organisation as well as the employee for the period under consideration. For any organisation to qualify for the Performance-Related Reward and Incentive Scheme it will have to attain a performance rating to be set by the Reforms Steering Council.

3.3.2 The Performance-Related Reward and Incentive Scheme would cover all the employees in an organisation. While incentives derived by Supervising Officers/Chief Executives would depend entirely on the organisation's performance as may be assessed through performance indicators and rules set by the Reforms Steering Council, incentives paid to Heads of Section/Unit would depend on their unit/team performance. The Performance-Related Reward and Incentive of all other employees would depend primarily on individual performance based on the Performance Appraisal Report.

Recommendation EOAC 7

3.3.3 The Committee, therefore, recommends that –

- (i) the Performance-Related Reward and Incentive Scheme should be effective as from 1 January 2014; and**
- (ii) the Ministry of Civil Service and Administrative Reforms and the Public Sector Re-engineering Bureau should work out the guidelines and methodology for the operationalisation of the Scheme by October 2013 and submit same to the Reforms Steering Council for consideration.**

3.3.4 The Public Sector Re-engineering Bureau, the Office of Public Sector Governance and the Reform Cells should, in collaboration with parent Ministries, ensure the smooth implementation of the Performance Management System, adoption of the Programme-Based Budgeting and implementation of the Performance-Related Reward and Incentive Scheme in all parastatal organisations and local authorities reported upon by the PRB.

3.4 Allocation of Budgetary Provisions***Ministries/Departments*****Recommendation EOAC 8**

3.4.1 The Committee recommends that the Reforms Steering Council should determine the criteria for the allocation of the productivity complement to Ministries/Departments.

3.4.2 The Committee also recommends that the Ministry of Finance and Economic Development should make the necessary budgetary provision for the payment of the productivity bonus in line with the criteria adopted by the Reforms Steering Council.

Individuals**Recommendation EOAC 9**

3.4.3 The Committee recommends that Ministries/Departments should expedite the implementation of the Performance Management System in their organisations. The Reform Cells at the level of Ministries/Departments should, under the guidance of the Public Sector Re-engineering Bureau

work out the criteria for allocation of the productivity component to teams and individuals based on their performance.

- 3.4.4 The Committee further recommends that the Reform Cells should also devise non-financial rewards (e.g. awards and certificate of recognition) to compensate high-performing officers.

Parastatal/Statutory Bodies and Local Authorities

Recommendation EOAC 10

- 3.4.5 The Committee further recommends that the Office of Public Sector Governance (OPSG) should assist parent Ministries in the timely implementation of the Programme Based Budgeting and the Performance Management System in Parastatal/Statutory Bodies and Local Authorities.

Payment of Allowances

- 3.4.6 The Committee considers that, for a fair and equitable Performance-Related Reward and Incentive Scheme, there is need to rationalise the payment of allowances in the Public Service.

Recommendation EOAC 11

- 3.4.7 The Committee, therefore, recommends that the MCSAR should issue fresh guidelines for the payment of allowances not covered in this Report.

Recommendation EOAC 12

- 3.4.8 In the light of the above provisions, the Committee recommends that paragraph 8.18 at page 66 of Volume 1 of the 2013 PRB Report should be deleted.

CHAPTER 4

HUMAN RESOURCE DEVELOPMENT

The PRB has, in Chapter 9 of its 2013 Report, made several recommendations for the training and development of public officers. The Committee is making supplementary recommendations in the light of the new Public Sector Reforms Strategy and the introduction of a Performance-Related Reward and Incentive Scheme.

4.1 Civil Service College, Mauritius

4.1.1 The Civil Service College, Mauritius has been set up to help in improving the efficiency and effectiveness of the Public Sector by providing the right training to the right person at the right time. It also aims at equipping employees of the Public Sector with the appropriate values, work place, skills and management tools to ensure that a lifelong learning culture is instilled in them.

4.1.2 The Civil Service College, Mauritius has an important role to play in capacity building as this remains a key factor for the smooth implementation of Civil Service Reforms Programme. The Civil Service College, Mauritius and the Public Sector Re-engineering Bureau as well as the Reforms Cells must work out in conjunction to establish a framework for the delivery of sound training programmes geared towards improvement of performance at the work place and sensitisation of public officers to a culture of performance and results-based management.

Recommendation EOAC 13

4.1.3 **The Committee, therefore, recommends that the Civil Service College, Mauritius should focus on the following areas while mounting its training courses:**

- (a) induction programmes for newly-recruited employees;**
- (b) training and skills development programmes for serving employees;**
- (c) specific on the job-related training;**
- (d) training and executive development for senior management staff;**
- (e) reskilling programmes for redundant employees; and**
- (f) refresher courses, workshops, seminars to encourage the sharing of learning and experience at national and regional level.**

4.2 Continuous Professional Development (CPD)

- 4.2.1 Several representations have been made to the Committee for book allowances and/or the setting up of CPD schemes for professionals in the public sector. The Committee is of the view that it would not be possible to satisfy the request for book allowances from all parties due to financial constraints.

Recommendation EOAC 14

- 4.2.2 The Committee, therefore, recommends that the Ministry of Information and Communications Technology should, in conjunction with the Ministry of Finance and Economic Development, set up a loan scheme for the provision of Ipads and access to e-libraries to keep up to date in their respective professions, wherever possible.**

4.3 Cost Sharing Sponsorship Schemes

- 4.3.1 Public Sector employees are required during the course of their career to acquire additional qualifications either to cross the QB inserted in their salary scales or to be eligible for promotion to higher posts filled by selection.

Recommendation EOAC 15

- 4.3.2 The Committee recommends that the Ministry of Civil Service and Administrative Reforms should, in conjunction with the Ministry of Finance and Economic Development work out sponsorship schemes on a cost-sharing basis to enable public officers to up skill and acquire the additional qualifications. In this connection, the Ministry of Civil Service and Administrative Reforms and the Civil Service College, Mauritius could, in partnership with the Open University of Mauritius, work out an appropriate scheme for distance learning courses with a view to minimising disruption in the provision of services in the public sector.**

4.4 Reform, Transformation and Human Resource Alignment

- 4.4.1 In the context of the reform challenges and the advent of the Civil Service College, Mauritius, the Ministry of Civil Service and Administrative Reforms is called upon to re-examine its current policy for human resource development in line with best practice and new trends towards competency based-training.

Recommendation EOAC 16

- 4.4.2 The Committee, therefore, recommends that the Ministry of Civil Service and Administrative Reforms should, in conjunction with the Ministry of Finance and Economic Development formulate a new strategic policy framework on capacity building and skills development in the Public Sector to meet the objectives of public service transformation and address the forthcoming challenges.

CHAPTER 5**REVIEW OF SCHEMES OF SERVICE AND QUALIFICATIONS**

Page 91

Qualifications Requiring Registration with Recognised Bodies

To delete paragraph 10.28 and whole content

To replace by the following:

Recommendation EOAC 17

10.28 The Committee recommends that:

- (i) an officer who is required to be a registered member of a professionally recognised Institutes/Bodies according to the relevant prescribed scheme of service, should be refunded the full amount of annual subscription fee payable to one of the relevant professional bodies; and
- (ii) an officer drawing salary in a scale, the maximum of which is not less than Rs 52775 who, though not required to be registered with recognised Institutes/Bodies according to the relevant prescribed scheme of service but has opted to register himself to keep abreast of latest developments in his specific field of activities, may be granted, subject to the approval of the Responsible Officer, an assistance of 50% of the annual subscription fee subject to a maximum of Rs 2860, provided that the knowledge/knowhow derived from being a member of the Institutes/Bodies is of relevance to the duties of the officer.

Pages 94 and 95

Special Provisions for Graduates and Professionals

To delete paragraphs 10.45 to 10.48 and whole content

To replace by

Recommendation EOAC 18

10.45 The Committee recommends that officers in entry or promotional grades requiring a University Degree or an equivalent recognised professional qualification, drawing salary in a scale the maximum of which is not less than Rs 52775 and having reached the top of their respective salary scale should be allowed to move incrementally in the master salary scale up to salary point Rs 57275, provided they:

- (i) have drawn the top salary for a year;

- (ii) have been efficient and effective in their performance during the preceding year; and
- (iii) are not under report.

10.46 The Committee further recommends that officers drawing salary in a scale the maximum of which is not less than Rs 58775 and not more than Rs 83000 and having reached the top of their respective salary scales should be allowed to move incrementally up to a maximum of two increments in the master salary scale, provided they:

- (i) have drawn the top salary for a year;
- (ii) have been efficient and effective in their performance during the preceding year; and
- (iii) are not under report.

10.47 For the purpose of implementation of paragraphs 10.28, 10.45 and 10.46 above, the qualifying salary for eligibility should be the relative salary at Row 5 of the EOAC Master Conversion Table.

10.48 The foregoing recommendation should also apply to corresponding flat salaries in the same range.

Recommendation EOAC 19

10.49 The Committee recommends that the Authorities consider gradually raising the minimum qualification requirements for entry to grades requiring a degree with salary in a scale the maximum of which is Rs 52775 to a post-graduate Degree or equivalent post-graduate qualification in the respective fields, except in scarcity areas.

Trainee Grades in the Public Sector

Recommendation EOAC 20

10.50 The Committee recommends that the Authorities should consider the advisability of enlisting the services of trainees, over and above establishment, in entry grades requiring at least the Cambridge Higher School Certificate or equivalent, wherever the need is felt in the public sector, in order to ensure that candidates with the right skills and competencies are subsequently appointed to the relevant grades. During the period of traineeship, trainees should undergo a period of training at the Civil Service College, Mauritius or at any other approved institutions and be paid a monthly allowance equivalent to two thirds of the initial salary recommended for the relevant grades. The Ministry of Civil Service and Administrative Reforms should, after consultations with parties concerned, identify areas where such trainees are required

and set up schemes for the mode of enlistment and the terms and conditions of enlistment.

CHAPTER 6

RETIREMENT AND RETIREMENT BENEFITS – PENSION SCHEME FOR THE PUBLIC SECTOR

6.1 Retirement Benefits

6.1.1 Retirement benefits form an important component of the compensation package of employees.

6.2 Defined Contribution Pension Scheme for new entrants as from 1 January 2013

6.2.1 The PRB has recommended at paragraphs 15.91 to 15.95 of its 2013 Report a single Defined Contribution (DC) Pension Scheme for new entrants to the Public Sector as from 01 January 2013.

6.2.2 The Unions have made strong representations for the alignment of both the accrued rate of pension and the final retirement benefits on the terms and conditions recommended in the 2008 Report and prevailing at the 31st of December 2012.

6.2.3 The Committee took note that the recommendation made in the Pay Research Bureau Report 2013 for the establishment of a Public Pensions Defined Contribution Pension Scheme has already been approved by Government and implemented pursuant to the amendments brought in the Finance (Miscellaneous Provisions) Act 2012.

6.3 Additional Pension Benefit for employees in post as at 30 June 2008 and reckoning more than 33 1/3 years of Pensionable Service.

6.3.1 With the Pension Reforms implemented as from 1 July 2008, Public Sector employees on permanent and pensionable establishment have to contribute 6% of their salary as pension contributions.

6.3.2 The staff side has represented that serving employees, who would have served for 33 1/3 years (400 months) of service or more and thus qualifying for full pension would still have to contribute 6% of their salary and, therefore, should be granted additional pension benefits for such contributions.

6.3.3 After a careful analysis of all the facts including the background to the 2008 Pension Reforms as well as the former non-contributory pension scheme, the Committee notes that:

- (i) in the increase in salary granted to employees as from 2008, there is already a component representing the pension contribution of 6% plus the tax element thereon. In other words, the employee contributions over and above the 12% employer contribution are being borne by the Government;
- (ii) according to the actuarial study carried out in 2008, the 18% contributions (6% for employees and 12% by employer) were estimated based upon contributions for 38 1/3 years' service; and
- (iii) the 18% contributions are meant to finance the basic retirement benefits only and did not take into account additional pension benefits for contributions above 33 1/3 years' service.

6.3.4 Consequently, the Committee considers that, to correct the alleged inequity in relation to employees retiring after 33 1/3 years' service only, the additional benefits to be granted for contributions above 400 months' service should be kept at a minimum to be fair and reasonable to all stakeholders.

Recommendation EOAC 21

6.3.5 **The Committee, therefore, recommends that –**

- (i) public officers in post as at 30 June 2008, who –**
 - (a) reckon at least 33 1/3 years of pensionable service;**
 - (b) have contributed to the Pension Scheme effective as from 1 July 2008; and**
 - (c) have attained the compulsory retirement age as per the Pensions Act**

would be granted a one-off payment equivalent to 2% of their annual pensionable emoluments for each completed year of pensionable service beyond the 33 1/3 years' of pensionable service as from 1 January 2013.

- (ii) the one-off payment should be paid pro-rata on the basis of completed months of pensionable service to officers in post as at 30 June 2008, who reckon less than one year's service provided they satisfy the conditions at paragraph (i) (a) to (i) (c) above.**

6.4 Early Voluntary Retirement Scheme

6.4.1 Federations and staff Unions have represented that officers on the verge of retirement should be given the option to retire earlier through the refund in

cash of the balance of their accumulated vacation leave on the same basis as for the payment of accumulated sick leave.

Recommendation EOAC 22

6.4.2 The Committee therefore recommends that an officer proceeding on retirement may be given the option to cash in full accumulated vacation leave computed on the officer’s retiring salary at the rate of 1/30 of the monthly salary per day provided he retires on the day he would normally have proceeded on leave prior to retirement.

6.4.3 The Committee further recommends that on the demise of the officer, the total value of accumulated vacation leave be paid to his heir(s).

CHAPTER 7

PUBLIC SERVICE PENSION

Page 159

To delete paragraphs 16.4 and 16.5 and whole content

To replace by the following:

Recommendation EOAC 23

16.4 The Committee recommends that pensions of retired Public Officers should be recomputed on the basis of the revised pensionable emoluments of the relevant grades as follows:

- (a) for the year 2013, pension should be paid as from 1 July 2013 in accordance with Row 3 of the EOAC Master Conversion Table at Annex 1 of this Report;**
- (b) For the year 2014, pension should be paid as from 1 January 2014 in accordance with Row 4 of the EOAC Master Conversion Table; and**
- (c) as regards the year 2015, pension would be paid as from 1 January 2015 in accordance with Row 5 of the EOAC Master Conversion Table.**

16.5 Where the pension of a pensioner, recomputed on the basis of the new revised salary , works out to less than the pension in payment at 31 December 2012 together with the cost of living allowance payable as from 1 January 2013, the Pensioner should be allowed to continue to draw the pension he is drawing together with the cost of living allowance.

CHAPTER 8

CONDITIONS OF SERVICE AND BENEFITS

Travelling and Car Benefits

Page 177

Section III – Travelling Allowances, Travel Grant and Refund of Travelling Expenses

To delete paragraph 18.2.11 and whole content

To replace by the following:

Recommendation EOAC 24

18.2.11 This section makes provisions for:

- (i) the payment of travelling allowances to officers, at different salary levels, entitled to duty exemption to purchase a car;
- (ii) payment of a travel grant to officers having reached salary cut-off point of Rs 39275;
- (iii) refund of mileage allowance to officers performing official travelling by car;
- (iv) the payment of a commuted travelling allowance to officers on approved leave or during pre-retirement leave; and
- (v) refund of travelling expenses by bus.

Section IV –Government Official Car Scheme

To delete paragraph 18.2.12 and whole content

To replace by the following:

Recommendation EOAC 25

18.2.12 This section covers the government official car scheme and makes provisions for:

- (i) Judges and officers drawing a monthly salary of Rs 102000 and above to benefit from the use of a government car, both for official and private purposes;

- (ii) Chief Executives of Parastatal Organisations and other Statutory Bodies and Local authorities and Responsible and Accounting Heads of Departments in the Civil Service drawing a monthly salary of Rs 95000 to benefit from a self-driven government car both for official and private purposes;
- (iii) services of a Driver; and
- (iv) payment of a fuel allowance, as appropriate.

Section I – Duty Exemption/Concession

Pages 179 to 182

The Duty Exemption Scheme

To delete paragraphs 18.2.19 and 18.2.20 and whole content

To replace by the following:

Recommendation EOAC 26

18.2.19 The Committee recommends that officers in the categories specified at column (A) in the table below should be eligible for:

- (i) duty exemption to purchase a car with appropriate engine capacity as specified at column (B)
or
- (ii) the payment of a monthly car allowance in lieu of the duty exemption as specified at column (C)
or
- (iii) deferred renewal to purchase a duty exempted car with higher engine capacity or take advantage of enhanced duty exemption as appropriate, as specified at column (C).

	(A)	(B)	(C)						
No.	Salary Level/Category of Officers	Rate of Duty Exemption & Ceiling of Engine capacity of car	Options: Car allowance in lieu of duty exemption as specified at column (B) or higher rate of duty exemption/engine capacity						
1.	Officers drawing a monthly salary of Rs 83000 or more but not eligible for a chauffeur/ self-driven car	100% duty exemption on a car of engine capacity up to 1850 c.c. once every five years.	<p>A monthly car allowance of Rs 8750</p> <p style="text-align: center;">OR</p> <p>deferred renewal with duty exemption on cars of higher engine capacity as hereunder subject to the provisions at paragraph 18.2.20 (d) wherever applicable:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">Renewal Period</td> <td style="width: 50%; border: none;">Engine Capacity</td> </tr> <tr> <td style="border: none;">(i) 6 years</td> <td style="border: none;">up to 2050 c.c.</td> </tr> <tr> <td style="border: none;">(ii) 7 years</td> <td style="border: none;">up to 2250 c.c</td> </tr> </table>	Renewal Period	Engine Capacity	(i) 6 years	up to 2050 c.c.	(ii) 7 years	up to 2250 c.c
Renewal Period	Engine Capacity								
(i) 6 years	up to 2050 c.c.								
(ii) 7 years	up to 2250 c.c								

	(A)	(B)	(C)
No.	Salary Level/Category of Officers	Rate of Duty Exemption & Ceiling of Engine capacity of car	Options: Car allowance in lieu of duty exemption as specified at column (B) or higher rate of duty exemption/engine capacity
2.	Officers drawing a monthly salary of Rs 80000 but less than Rs 83000 as well as those drawing a monthly salary in a scale the maximum to which is not less than Rs 80000.	100% duty exemption on a car of engine capacity of up to 1601 c.c. once every five years.	A monthly car allowance of Rs 5950 OR deferred renewal with duty exemption on cars of higher engine capacity as hereunder subject to the provisions at paragraph 18.2.20 (d): Renewal Engine Period Capacity (i) 6 years up to 1800 c.c (ii) 7 years up to 2000 c.c
3.	Officers in posts drawing monthly salary in the scale of Rs 48275 to Rs 65975 and those drawing a monthly salary in the range of Rs 54275 and up to Rs 77000 as well as incumbents in grades listed at Annex I to this Chapter including those appointed in a temporary capacity.	100% duty exemption for the purchase of a car with engine capacity of up to 1500 c.c. once every seven years.	A monthly car allowance of Rs 3750 OR deferred renewal with duty exemption on cars of higher engine capacity as hereunder subject to the provisions at paragraph 18.2.20 (d): Renewal Engine Period Capacity (i) 8 years up to 1601 c.c (ii) 9 years up to 1850 c.c

	(A)	(B)	(C)						
No.	Salary Level/Category of Officers	Rate of Duty Exemption & Ceiling of Engine capacity of car	Options: Car allowance in lieu of duty exemption as specified at column (B) or higher rate of duty exemption/engine capacity						
4.	Officers whose grades are listed at Annex II to this Chapter.	70% duty exemption on a new car or imported second hand car of engine capacity of up to 1400 c.c. once every seven years as per relevant provisions of the Consumer Protection Regulations.	<p>A monthly car allowance of Rs 2000</p> <p style="text-align: center;">OR</p> <p>enhanced duty exemption on deferred renewal as hereunder subject to provision at paragraph 18.2.20 (d) :</p> <table border="0"> <thead> <tr> <th>Renewal Period</th> <th>Rate of Duty exemption</th> </tr> </thead> <tbody> <tr> <td>(i) 8 years</td> <td>85%</td> </tr> <tr> <td>(ii) 9 years</td> <td>100%</td> </tr> </tbody> </table>	Renewal Period	Rate of Duty exemption	(i) 8 years	85%	(ii) 9 years	100%
Renewal Period	Rate of Duty exemption								
(i) 8 years	85%								
(ii) 9 years	100%								

Recommendation EOAC 27

18.2.20 The Committee recommends that an officer eligible for duty exemption:

- (a) who opts for the payment of a monthly car allowance which is payable as from the date the option is exercised, in lieu of duty exemption or deferred renewal to take advantage of enhanced rate of duty exemption or higher engine capacity should put up an application, in writing, for same;
- (b) who has opted for the payment of a monthly car allowance in lieu of duty exemption, would be allowed to take advantage of duty exemption only after a period of six months as from the date he exercised the option for the allowance; and the span of time during which the beneficiary has drawn the allowance should be excluded from the period of eligibility for renewal of the car;
- (c) who has opted to defer the renewal of the duty exempted car to benefit from higher rate of duty exemption or higher engine capacity, would not be entitled to the monthly car allowance in lieu of the duty exemption as from the date he exercises this

option up till the end of the period qualifying him for the higher engine capacity/enhanced duty exemption;

- (d) may be allowed to purchase a car of higher engine capacity than his normal entitlement subject to a maximum of 2250 c.c. provided he pays the difference in the excise duty;
- (e) who has already taken advantage of 70% or 100% duty exemption would be allowed to opt for the payment of a car allowance in lieu of the duty exemption only after a period of seven or five years, whichever is applicable, has elapsed as from the date of the last purchase of the car. However, in case of change of eligibility, within a period of seven or five years, the beneficiary would have to clear any outstanding loan before exercising the option for the application of duty exemption only, but not for the option for the payment of a car allowance in lieu of duty free car;
- (f) who prior to 30 June 2008, was drawing a monthly salary of Rs 40000 but less than Rs 42500 as well as those who were drawing a monthly salary in a scale the maximum of which was not less than Rs 39000 and with the 2008 PRB Report were entitled to a monthly salary of Rs 66000 or more would be allowed to take advantage of car benefits as per provisions at paragraph 18.2.19 (No. 1) only after five years have elapsed as from the date of the last purchase of the duty remitted car;
- (g) as specified in categories at (No. 1) to (No. 4) of paragraph 18.2.19, who have opted for the payment of a monthly car allowance in lieu of duty exemption should continue to draw same during their pre-retirement leave; and
- (h) who opts for the payment of a monthly car allowance in lieu of duty exemption should not be allowed to use the organisation's vehicle but should make his own transport arrangements for the performance of official travelling.

18.2.20A The Committee further recommends that officers who are already eligible or those drawing a monthly salary of Rs 40000 as at 31 December 2012 and who would have been eligible for a 100% duty free car on 1 January 2013, but with this Report would not qualify for same as from this date, should be entitled on a personal basis for 100% duty free car and loan facilities on the terms and conditions set out at paragraphs 18.2.19 (No. 3) and 18.2.46 (a), and payment of travelling allowance as at paragraph 18.2.74 (No. 2) of this Report.

Page 183**Change in Entitlement****To delete paragraph 18.2.22 and whole content****To replace by the following:****Recommendation EOAC 28**

18.2.22 The Committee also recommends that an officer who has taken advantage of 70% duty exemption and qualifies, by virtue of salary, for 100% duty exemption on or after 01 January 2013 or purchased a 70% or 100% duty exempted car and subsequently qualifies by virtue of salary or promotion for duty exemption on a car of higher engine capacity may:

either

claim refund of duty, if any, as from the date he is eligible for higher rate of duty exemption/higher engine capacity and retain his car up to the time he would be eligible for renewal which should be either five/seven years as from the date duty was refunded or when the car (imported second hand car) is nine years old from the date of its first registration in Mauritius, whichever is applicable

or

reimburse proportionate duty and loan, if any, and take advantage of corresponding car benefits as provided for at paragraph 18.2.19 of this Report.

Pages 183 to 185**To delete paragraph 18.2.23 and whole content****To replace by the following:****Recommendation EOAC 29**

18.2.23 The Committee further recommends that:

- (i)** officers reckoning at least 22 years' service and in receipt of a monthly salary Rs 33275 or more but who have never benefited from duty exemption for the purchase of a car would qualify, once, for 70% duty exemption on a car of engine capacity of up to 1400 c.c, provided outstanding loan, if any, is reimbursed;
- (ii)** officers who have never benefited from duty exemption on a car but drawing a monthly salary of Rs 52775 and those drawing a monthly salary of Rs 40775 or more in a salary scale the maximum of which is not less than Rs 58775 would be eligible, once, for the purchase of a 70% duty exempted car with engine capacity of up to 1400 c.c on the same terms and conditions as

per relevant provisions at paragraphs 18.2.19 (No. 4) and 18.2.46, except for renewal of a car, provided outstanding loan, if any, is reimbursed

OR

opt for a monthly car allowance of Rs 2000 in lieu of duty exemption;

- (iii) beneficiaries whose grades are listed at Annexes II and IV to this Chapter, as well as officers who are entitled to 70% duty exemption as per provisions at sub paragraphs (i) and (ii) above, would be allowed to benefit from 100% duty exemption on a car on reaching salary point Rs 54275 as per terms and conditions at paragraph 18.2.19 (No. 3) and provisions at paragraph 18.2.22;
- (iv) officers who are entitled to 70% duty exemption as per provisions at sub-paragraphs (i), (ii) and (iii) above would be allowed to take advantage of this benefit up till six months as from their effective date of retirement;
- (v) officers who were eligible for 100% duty exemption on a car in line with provisions at paragraph 15.2.78 of the 2003 PRB Report (Volume I) would continue to be eligible, on a personal basis, for 100% duty exemption on a car and related benefits as per terms and conditions at paragraph 18.2.19 (No. 3) although not drawing a monthly salary of Rs 54275 with this Report; and
- (vi) officers in grades requiring a University Degree who are drawing a monthly salary in a salary scale the maximum of which is not less than Rs 52775 and who by nature of their duties are required on a regular basis to attend meetings/conferences outside their organisation, receive delegates, organise events/ workshops and regularly work after normal working hours should, subject to the approval of the MCSAR, be eligible for loan facilities and 70% duty exemption for the purchase of a car as per relevant provisions at paragraphs 18.2.23 (i) above and 18.2.46 of this Report.

Page 185

Officers Performing Extensive Field Duties

To delete paragraph 18.2.25 and whole content

To replace by the following:

Recommendation EOAC 30

18.2.25 The Committee recommends that applications for Rs 100000 duty exemption from individual officers in certain grades whose postings require them to perform extensive official travelling should continue to be looked into, on a case to case basis, by the Committee chaired by the Financial Secretary and comprising the Director of the Pay Research Bureau and the Supervising Officer of the Ministry of Civil Service and Administrative Reforms (MCSAR). The Committee also recommends that beneficiaries of Rs 100000 should also be eligible for loan facilities for the purchase of such cars on the same terms and conditions as at paragraph 18.2.46A.

Page 186

Duty Free Facilities to Advisers/Officers Employed on Contract

To delete paragraph 18.2.33 and whole content

To replace by the following:

Recommendation EOAC 31

18.2.33 The Committee recommends that Advisers/Officers on contract employment:

- (a) who opt for duty exemption on a car or a monthly car allowance in lieu thereof should exercise the option at the beginning of the contract. The option for car allowance once exercised would be irrevocable for the duration of the first contract and can be reviewed upon renewal of his contract; and
- (b) who have opted for the monthly car allowance in lieu of the duty deferred facilities would not benefit from duty exemption until the expiry of the first contract.

Pages 187 and 188

To delete paragraphs 18.2.35 and 18.2.36 and whole content

To replace by the following:

Recommendation EOAC 32

18.2.35 The Committee recommends that:

- (i) Senior Advisers on contract employment at a level corresponding to a Chief Technical Officer of a large Ministry or Chief Executive of a major public sector institution, or above, would be eligible for:

either

100% duty exemption on a car with engine capacity of up to 1850 c.c. or of a higher engine capacity not exceeding 2250 c.c., subject to the provisions at paragraph 18.2.20 (d)

or

the payment of a monthly car allowance of Rs 7000 in lieu thereof

and

be refunded travelling expenses as at paragraph 18.2.74 (No. 2)

- (ii) Advisers/Officers on contract employment drawing a monthly salary in the range of Rs 80000 and up to Rs 95000 a month would be eligible for

either

100% duty exemption on a car with engine capacity of up to 1601 c.c. or a car of higher engine capacity not exceeding 2250 c.c. subject to the provisions at paragraph 18.2.20 (d)

or

the payment of a monthly car allowance of Rs 5950 in lieu thereof

and

be refunded travelling expenses as at paragraph 18.2.74 (No. 2);

- (iii) Advisers/Officers on contract employment drawing a monthly salary in the range of Rs 54275 and up to Rs 77000 a month as well as Advisers employed in the capacity of professionals as mentioned at paragraph 18.2.19 (No. 3), would benefit from:

either

100% duty exemption on a car with engine capacity of up to 1500 c.c. or a car of higher engine capacity not exceeding 2250 c.c. subject to the provisions at paragraph 18.2.20 (d)

or

the payment of a monthly car allowance of Rs 3750 in lieu thereof

and

be refunded travelling expenses as at paragraph 18.2.74 (No. 2);

- (iv) a retired public officer who has benefited from duty exemption on a car and subsequently qualifies for same, by virtue of employment on contract, should not be allowed to purchase another duty free car within a period of five or seven years, whichever is applicable, as from the date of first registration of the last duty exempted car in Mauritius.

Recommendation EOAC 33

Advisers/Officers on Contract Employment Performing Extensive Field Duties

18.2.36 The Committee recommends that Advisers/Officers on contract employment who are not eligible for duty exemption on a car, either for 70% or 100%, but who are required to perform extensive field duties may, provided they satisfy the conditions laid down for corresponding public officers and subject to the approval of the Committee chaired by the Financial Secretary, be granted

either

duty exemption of up to Rs 100000 for the purchase of a car with engine capacity of up to 1400 c.c.

or

the option for the payment of a monthly car allowance of Rs 2000 in lieu of the Rs 100000 duty exemption

and

claim mileage for official travelling at appropriate rates as specified at paragraph 18.2.74 (No. 5).

Page 189

To delete the title 'Duty Exemption on Motor Cycle' in respect of paragraphs 18.2.39 to 18.2.42 and replace by the following:

'Loan facilities for the purchase of autocycle/ motorcycle'

Section II – Motor Vehicle, Autocycle/Motor Cycle and Bicycle Loans

Page 190 to 192

Motor Vehicle Loans

To delete paragraph 18.2.46 and whole content

To replace by the following:

Recommendation EOAC 34

18.2.46 The Committee recommends that:

- (a) subject to provisions at paragraph (b) below, officers eligible for 50%, 70% and 100% duty exemption may be granted loan facilities of up to 21 months' salary refundable in 84 monthly instalments in respect of a first purchase of a duty exempted car

or

a maximum loan equivalent to 15 months' salary refundable in 60 monthly instalments for a subsequent purchase whichever is applicable;
- (b) officers drawing a monthly salary in the range of Rs 77000 and up to Rs 95000 except Accounting/Responsible Officers drawing salary of Rs 95000 a month, would be eligible for loan facilities of up to 18 months refundable in 60 monthly instalments

or

a maximum loan equivalent to 15 months' salary refundable in 48 monthly instalments for a subsequent purchase;
- (c) officers who opt for a monthly car allowance in lieu of 70% or 100% duty exemption, may be granted loan facilities as per relevant provisions at paragraphs (a) and (b) above for the purchase of a car;
- (d) officers, as at sub paragraph (c) above, would again be eligible for loan facilities to purchase a duty exempted car after five or seven years, as appropriate, have elapsed as from the date beneficiaries have last taken advantage of loan facilities;
- (e) officers qualifying for duty exemption of up to Rs 100000 as per provisions of the recommendation at paragraph 18.2.25 would be eligible for a maximum loan equivalent to 21 months' salary refundable in 84 monthly instalments for a single purchase of a car;

- (f) officers qualifying for a travel grant but who are not eligible for duty exemption would be entitled to loan facilities of up to 21 months' salary refundable in 84 monthly instalments for the purchase of a car of up to eight years old on which duty is not exempted provided the beneficiary draws a monthly basic salary in the range of Rs 39275 and up to Rs 52775;
- (g) individual officers, irrespective of their grades, who are not entitled to any duty exemption but have to perform from time to time, official travelling by car on a regular basis may be granted, subject to the approval of the Supervising Officer, loan facilities of up to 21 months' salary refundable in 84 monthly instalments for the purchase of a car of up to eight years old on which duty is not exempted;
- (h) individual officers drawing a monthly salary of Rs 29675 but less than Rs 39275 and who have to attend duty on a fairly regular basis at such hours when public transport and/or official transport is not available may be granted, subject to the approval of their Supervising Officer, loan facilities of up to 21 months' salary refundable in 84 monthly instalments for the purchase of a car of up to eight years old on which duty is not exempted;
- (i) officers not entitled to duty exemption on a car, but who are eligible for loan facilities to purchase a car, may be allowed to acquire a car of up to eight years old. The car can be renewed after seven years have elapsed from the date of purchase or when the car has reached 11 years as from the date of first registration in Mauritius, whichever is earlier provided the outstanding loan, if any, is cleared. The quantum of loan should not exceed 15 months' salary and refund should be made in 60 monthly instalments for a second and subsequent purchase;
- (j) beneficiaries who have availed of loan facilities to purchase a car/motorcycle either for the first time or for renewal and fail to produce documentary evidence of the purchase, should refund the whole amount of loan together with the interest accrued thereon by a date determined by the Accountant-General; and would forego the privilege of the grant of another loan until the time they would qualify anew after the prescribed renewal period; and
- (k) the interest rate on car loans to be advanced to new entrants in the Civil Service as from 1 July 2013 should be at the prevailing repo rate.

Page 193

Motor Cycle Loans

To delete paragraph 18.2.56 and whole content

To replace by the following:

Recommendation EOAC 35

18.2.56 The Committee recommends that:

- (i) officers whose grades are listed at Annex III to this Chapter and who are drawing either a monthly salary of Rs 25175 and above or a salary in a scale the minimum of which is not less than Rs 16175 would be eligible for loan facilities to purchase a car of up to eight years old on the same terms and conditions as at paragraph 18.2.46 (g); and
- (ii) officers in the above category would be eligible for refund of mileage and renewal of loan as per provisions at paragraphs 18.2.74 (No. 5) and 18.2.46 (i) respectively and would not be entitled to any duty exemption on the car.

Page 194

Motorcycle Loan to Officers whose grades are not listed at Annex III

To delete paragraph 18.2.61 and whole content

To replace by the following:

Recommendation EOAC 36

18.2.61 The Committee recommends that individual officers drawing salary in a scale the maximum of which is not less than Rs 20675 a month and are required to attend duty on a fairly regular basis at such time when public transport and/or official transport is not available, as well as officers who have to attend different sites of work on the same day in the performance of their duties, may be granted, subject to the approval of their Supervising Officers, loan facilities only for the purchase of an auto cycle or motorcycle with engine capacity of up to 125 c.c. as per terms and conditions as per relevant provisions at paragraph 18.2.55.

Section III – Travelling Allowances, Travel Grant and Refund of Travelling Expenses

Pages 197 to 199

To delete paragraphs 18.2.74 and 18.2.75 and whole content

To replace by the following:

Recommendation EOAC 37

18.2.74 The Committee recommends that the monthly travelling allowances and mileage rates payable to beneficiaries be revised as per table below:

No.	Categories of Officers	Travelling Allowances/Mileage Rates
1.	Officers drawing a monthly basic salary of Rs 83000 or more and eligible for 100% duty exemption on a car of up to 1850 c.c. excluding beneficiaries of self/chauffeur driven car.	A monthly fixed cost allowance of Rs 2275 and a monthly travelling allowance of Rs 10200 OR refund of mileage, subject to the approval of the Supervising Officer, at the rate specified at (No. 5) (ii) below together with a monthly commuted allowance of Rs 3015 in case officers perform official travelling during the month.
2.	Officers drawing a monthly basic salary of Rs 54275 but less than Rs 83000 including officers whose grades are mentioned at (No. 3) of paragraph 18.2.19 who are eligible for 100% duty exemption for the purchase of a car.	A monthly travelling allowance of Rs 10200 OR refund of mileage, subject to the approval of the Supervising Officer, at the rate specified at (No. 5) (ii) below together with a monthly commuted allowance of Rs 3015 in case officers perform official travelling during the month.
3.	Officers drawing a monthly basic salary of Rs 39275 and up to Rs 52775 and who are not eligible for 100% duty exemption but own a car.	A monthly travel grant of Rs 6600.

No.	Categories of Officers	Travelling Allowances/Mileage Rates
4.	Officers drawing a monthly basic salary of Rs 36575 and Rs 37775 as well as those drawing a monthly basic salary of Rs 39275 or more and who are not in receipt of a travel grant or travelling/petrol allowance.	A monthly travelling allowance of Rs 2200 OR refund of bus fares, whichever is higher.
5.	Officers performing official travelling by car but not eligible for travel grant /travelling allowance.	(i) Refund of mileage for official travelling at the rate of Rs 10.30 per km for the first 800 km. (ii) Rs 6.50 per km for mileage in excess of 800 km. (iii) Rs 6.50 per km for distance which is not considered as official mileage (from residence to office) on days on which officers are required to carry out field duties.
6.	Officers performing official travelling by motorcycle.	(i) Refund of mileage for official travelling at the rate of Rs 3.25 per km (ii) Rs 2.35 per km for distance not considered as official travelling (from residence to office) on days on which officers are required to carry out field duties.
7.	Officers performing official travelling by autocycle.	(i) Refund of mileage for official travelling at the rate of Rs 2.65 per km. (ii) Rs 1.80 per km for distance not considered as official travelling (from residence to office) on days on which officers are required to carry out field duties.

To insert after paragraph 18.2.74 the following:

Recommendation EOAC 38

18.2.74A The Committee recommends that officers who are already eligible or those drawing a monthly salary of Rs 28000 as at 31 December 2012 and who would have been eligible for travel grant on 1 January 2013, but with this Report would not qualify for same as from this date, should be entitled on a personal basis for travel grant and loan facilities on the terms and conditions set out at paragraph 18.2.46 (a), and payment of travelling allowance as at paragraph 18.2.74 (No.3).

Recommendation EOAC 39

18.2.75 The Committee also recommends that:

- (i) (a) officers falling under the categories as defined at (No. 1) and (No. 2) at paragraph 18.2.74 above would be eligible for a monthly commuted allowance of Rs 4350; and
- (b) officers falling under the categories as defined at (No. 3) at paragraph 18.2.74 above would be eligible for a monthly commuted allowance of Rs 3100

if, during a whole calendar month, the beneficiary was on approved leave with pay locally or abroad or on study leave with pay or on official mission;

- (ii) officers specified at (No. 1), (No. 2) and (No. 3) at paragraph 18.2.74 above should compulsorily use their car for official travelling, whenever required. However, officers specified at (No. 2) and (No. 3) at paragraph 18.2.74 should not necessarily attend office by car on days they are not required to perform official travelling, but would have to make their own arrangements to return home;
- (iii) officers eligible for a travel grant and performing official travelling should be paid either a monthly travel grant of Rs 6600 or, subject to the approval of the Supervising Officer, a monthly commuted allowance of Rs 3015 together with mileage for attending duty and for official travelling at the rate of Rs 6.50 per km, whichever is higher. The latter provision would be applicable only in case the officer performs official travelling during the month; and

- (iv) officers eligible for a travel grant of Rs 6600 or travelling allowance of Rs 10200 or mileage allowance may claim for same on a car owned by their father/mother/spouse provided no two persons are claiming travelling allowance/travel grant/mileage allowance on the same car.

Pages 199 and 200

Refund of Mileage to Officers Performing Official Travelling by Car and entitled to a Travelling Allowance

To delete paragraph 18.2.78 and whole content

To replace by the following:

Recommendation EOAC 40

18.2.78 The Committee recommends that:

- (i) officers entitled to a monthly travelling allowance as per provisions of (No. 1) and (No. 2) at paragraph 18.2.74 may, subject to the approval of the Supervising Officer, be allowed to opt for the payment of a monthly car allowance of Rs 3015 together with refund of mileage allowance at the rate of Rs 6.50 per km in lieu of the travelling allowance/travel grant, provided they perform official travelling in that month; and
- (ii) officers using their autocytle/motorcycle to attend duty should be refunded, on days on which they are required to carry out field duties, the distance from residence to office, at the rate of Rs 1.80 per km for autocytle and Rs 2.35 per km for motorcycle or be refunded travelling by bus, whichever is higher.

Travelling Benefits for officers during Pre-Retirement Leave and for Interdicted Officers upon Reinstatement

To delete paragraph 18.2.82 and whole content

To replace by the following:

Recommendation EOAC 41

18.2.82 The Committee recommends that:

- (i) officers entitled to a monthly commuted travelling allowance or travel grant as specified at (No. 1), (No 2) and (No. 3) of paragraph 18.2.74 should continue to draw same during their pre-retirement leave even if they do not attend duty at all in a month;

- (ii) officers as specified at paragraph 18.2.75 (i) (a) and (b) who were entitled to a commuted travelling allowance/travel grant prior to their interdiction, should be paid the monthly commuted allowance of either Rs 4350 or Rs 3100 whichever is applicable, upon their reinstatement, provided they owned a car during the interdiction period;
- (iii) officers as specified at (No. 1) to (No. 4) of paragraph 18.2.19 who are in receipt of a monthly car allowance in lieu of duty exemption should continue to draw same during their pre-retirement leave; and
- (iv) officers entitled to a travel grant only as specified at (No. 3) of paragraph 18.2.74 and who, during a whole calendar month, are on approved leave, inclusive of study leave with pay, official mission and school holidays during which attendance at work has not been required, should be paid a monthly commuted allowance of Rs 3100.

Page 201

Refund of Car Mileage Allowance to Officers not entitled to a Travel Grant

To delete paragraph 18.2.84 and whole content

To replace by the following:

Recommendation EOAC 42

18.2.84 Officers not eligible for travel grant should continue to be refunded mileage allowance for days on which they are required to carry out field duties, the distance from residence to office, at the rate of Rs 6.50 per km and mileage for official travelling on distance between office and site of work or for the official travelling by the most economical route at approved rates, as per paragraph at 18.2.74 (No. 5).

Pages 201 and 202

Adjustment in the Refund of Official Travelling Expenses on a Financial Year Basis

To delete paragraph 18.2.90 and whole content

To replace by the following:

Recommendation EOAC 43

18.2.90 The Committee recommends that:

- (i) the refund of official mileage on the aggregate distance travelled by field officers in any financial year should be re-computed at the rate of Rs 10.30 per km for up to a maximum of 9600 km and Rs 6.50 for distance in excess of 9600 km and reimbursement, if any, be made to eligible officers;
- (ii) the provisions of the recommendation at paragraph (i) above should be applicable to officers who are required to work during a specific period for a duration of five or more months in each year; and
- (iii) the provisions at paragraph (i) above would be applicable on a pro-rata basis to officers proceeding on leave with or without pay for a period exceeding three months.

Page 202

Refund of Travelling by Bus

To insert after paragraph 18.2.96 by the following :

Recommendation EOAC 44

18.2.96A The Committee also recommends that officers who reside within a distance of less than 1.6 km from their office should be paid an amount equivalent to the minimum tariff by bus fare for one stage, from residence to office and back at the rate of 20 days per month.

Pages 203

Attending Duty by other Means of Transport

To delete paragraph 18.2.98 and whole content

To replace by the following:

Recommendation EOAC 45

18.2.98 The Committee recommends that the monthly travelling allowance payable to officers who use their own means of transport to attend duty be revised to Rs 400 or the amount which would have been refundable by bus for attending work during the month, whichever is the higher.

Bicycle Allowance

To delete paragraph 18.2.102 and whole content

To replace by the following:

Recommendation EOAC 46

18.2.102 The Committee recommends that the monthly allowance payable to:

- (i) officers performing official travelling on bicycle be revised to Rs 250.
- (ii) officers using their bicycle on bad roads be revised to Rs 100 monthly.

Walking Allowance

To delete paragraph 18.2.104 and whole content

To replace by the following:

Recommendation EOAC 47

18.2.104 The Committee recommends that the monthly walking allowance be revised to Rs 250. The walking allowance should also be paid to Rodriguan public officers, wherever applicable.

Section IV –Government Official Car Scheme

Page 206

The Official Car Scheme and Services of a Driver

To delete paragraphs 18.2.118 and 18.2.119 and whole content

To replace by the following

Recommendation EOAC 48

18.2.118 The Committee recommends that Judges and officers drawing a monthly salary of Rs 102000 and above should continue to be entitled to

either

a government official car, within the prescribed ceiling value, for official use as well as for private purposes together with the payment of a monthly fuel allowance, as may be determined by the High Powered Committee (HPC) and a driver's allowance of Rs 8400 a month or the services of a driver, wherever applicable

or

the payment of a monthly car allowance in lieu of the official car together with a monthly fuel allowance as may be determined by the HPC and 100% duty exemption for the purchase of a car of up to 2000cc together with loan facilities up to the corresponding ceiling value reimbursable in 60 monthly instalments at the rate of interest of 4% per annum and a monthly driver's allowance of Rs 8400.

18.2.119 We further recommend that Accounting/Responsible Officers drawing a monthly basic salary of Rs 95000 but less than Rs 102000 should continue to be entitled to

either

a self-driven government official car within the prescribed ceiling value for official use as well as for private purposes, together with the payment of a monthly fuel allowance as may be determined by the HPC

or

the payment of a monthly car allowance in lieu of the official car together with a monthly fuel allowance as may be determined by the HPC and 100% duty exemption for the purchase of a car of up to 1850cc together with loan facilities up to the corresponding ceiling value reimbursable in 60 monthly instalments at the rate of interest of 4% per annum.

SELF-DRIVEN ORGANISATION CAR

Page 206

To insert after paragraph 18.2.119 the following:

Recommendation EOAC 49

18.2.119A Accounting/Responsible Officers drawing a monthly basic salary of Rs 95000 but less than Rs 102000 should continue to be entitled to either:

a self-driven government official car together with a monthly fuel allowance

or

payment of a monthly car allowance (presently Rs 20000) in lieu of the official self-driven government car together with a monthly fuel allowance and 100% duty free car that can be purchased at interest rate of 4% per annum.

18.2.119B Representations have been made by Chief Executives of several parastatal bodies for the grant of a self-driven car which, if acceded to, would result in a considerable increase in their salaries, thus disturbing established relativities.

Recommendation EOAC 50

18.2.119C The Committee, therefore, recommends that Accounting/Responsible Officers including Chief Executives of Parastatal Bodies drawing a monthly basic salary of less than Rs 95000 may be granted a self-driven official car, subject to the approval of the High Powered Committee.

Page 211

Allocation of Chauffeur-Driven Cars to Officers Appointed in an Acting Capacity

To delete paragraph 18.2.142 and 18.2.143 and whole content

To replace by the following:

Recommendation EOAC 51

18.2.142 The Committee recommends that officers appointed to act or assigned duties for a period exceeding one year, in a post carrying a monthly salary of Rs 102000 and above and for which actingship or assignment of duties is made on the basis of seniority or selection by the relevant Service Commissions or Board against vacancies or temporary

vacancies which would become permanent or vice an officer in a substantive capacity who proceeds on leave with pay or on mission may, subject to the approval of the Ministry of Civil Service and Administrative Reforms, exceptionally be granted

either

the use of a government/organisation car along with the services of a driver of the organisation, if available, and fuel allowance as appropriate

or

a monthly car allowance in lieu of the official car and a driver's allowance OR a driver from the relevant pool of drivers, if available, and fuel allowance as appropriate.

To insert after paragraph 18.2.142 the following:

18.2.142A The Committee also recommends that officers appointed to act or assigned duties in post carrying a monthly salary of Rs 102000 above be exceptionally granted the use of an organisation car along with the services of a driver, if available, during their period of actingship, irrespective of the number of days they are appointed to act/assigned the higher duties.

Recommendation EOAC 52

18.2.143 The Committee also recommends that officers appointed to act or assigned duties in a position of an Accounting/Responsible Officer carrying a monthly salary of Rs 95000 and for which actingship or assignment of duties is made on the basis of seniority or selection by the relevant Service Commissions or Board against vacancies or temporary vacancies which would become permanent or vice an officer in a substantive capacity who proceeds on leave with pay or on mission for a period exceeding one year may, subject to the approval of the High Powered Committee, exceptionally be granted

either

the use of a government/organisation car and fuel allowance as appropriate

or

a monthly car allowance in lieu of the official car and fuel allowance as appropriate.

Section V – Other Recommendations

Page 216

Travel Grant and Loan Facilities

To delete paragraph 18.2.155 and whole content

To replace by the following:

Recommendation EOAC 53

18.2.155 The Committee recommends that Advisers/Officers on contract employment not entitled to 100% duty exemption on a car, but drawing a monthly salary in the range of Rs 39275 and up to Rs 52775 would be eligible for a monthly travel grant of Rs 6600 and should use their car for official purposes whenever required.

Pages 218 to 250

To delete Annexes I, II, III and whole content

To replace by the following Annexes

ANNEX I

List of grades eligible for loan to purchase a 100% duty-exempted car

Medical and Health Officer/Senior Medical and Health Officer

Dental Surgeon/Senior Dental Surgeon

District Magistrate

State Counsel

State Attorney

Architect/Senior Architect
formerly Architect

Principal Architect
formerly Senior Architect

Mechanical Engineer/Senior Mechanical Engineer
formerly Mechanical Engineer

Principal Mechanical Engineer
formerly Senior Mechanical Engineer

Engineer/Senior Engineer (Civil)
formerly Engineer (Civil)

Principal Engineer (Civil)
formerly Senior Engineer (Civil)

Occupational Safety and Health Engineer/Senior Occupational Safety and Health
Engineer
formerly Occupational Safety and Health Engineer

Quantity Surveyor/Senior Quantity Surveyor
formerly Quantity Surveyor

Planner

Head, Land Use and Planning Department (All Local Authorities)
formerly Head, Planning Department

Planning and Development Officer
formerly Planning Officer (All Local Authorities)

ANNEX I (Contd)

Town and Country Planning Officer

Senior Town and Country Planning Officer

Pharmacist/Senior Pharmacist

Veterinary Officer

Ayurvedic Medical Officer/Senior Ayurvedic Medical Officer
formerly Ayurvedic Medical Officer

Planning Officer (Town and Country Planning Board)

Electrical Engineer/Senior Electrical Engineer

Engineer, Energy Efficiency

Engineer, Communication, Navigation and Surveillance
formerly Communication, Navigation and Surveillance Officer

Project Officer (Ministry of Environment and Sustainable Development)

Analyst, (Personal to ex-Financial and Management Analyst as at 30.06.08)

Senior Analyst, (Personal to ex- Senior Financial and Management Analyst as at
30.06.08)

Accountant/Senior Accountant
formerly Accountant
Senior Accountant

Assistant Accountant General

Auditor

Senior Auditor

Principal Auditor

Sanitary Engineer/Senior Sanitary Engineer
formerly Sanitary Engineer

Principal Sanitary Engineer

Engineer (Airworthiness – Avionics)

ANNEX I (Contd)

Engineer (Airworthiness – Air Frame/Power Plant)

Senior Engineer (Communication, Navigation and Surveillance)

Senior Engineer (Airworthiness – Avionics)

Senior Engineer (Airworthiness – Air Frame/Power Plant)

Chief Officer

ANNEX I (Contd)

PARASTATAL AND OTHER STATUTORY BODIES

Accountant and Internal Auditor (drawing salary in the scale the maximum of which is not less than Rs 52775 a month)

Senior Accountant

Senior Internal Auditor

Chief Internal Auditor

LOCAL AUTHORITIES

Accountant and Internal Auditor (drawing salary in the scale the maximum of which is not less than Rs 52775 a month)

ANNEX II

List of grades eligible for loan to purchase a 70 % duty exempted car
for official travelling

CIVIL SERVICE

MINISTRY/DEPARTMENT	GRADE
The Judiciary	Chief Court Usher
	Principal Court Usher
	Senior Court Usher
	Court Usher
	Official Receiver
National Assembly	Clerk Assistant, National Assembly
Electoral Commissioner's Office	Principal Electoral Officer
	Senior Electoral Officer
	Electoral Officer
Prime Minister's Office	Co-ordinator, Security Matters
	Assistant Permanent Secretary <i>formerly Assistant Secretary</i>
Ministry of Rodrigues	Public Relations and Welfare Officer
Ombudsman's Office	Senior Investigations Officer, Ombudsman's Office
Government Information Service	Senior Information Officer
	Information Officer
	Head, Audio-Visual Production Officer
Forensic Science Laboratory	Forensic Scientist/Senior Forensic Scientist <i>formerly Forensic Scientist</i> <i>Senior Forensic Scientist</i>
	Principal Forensic Technologist
	Senior Forensic Technologist
	Forensic Technologist
Civil Status Division	Deputy Registrar of Civil Status
	Principal Civil Status Officer

	GRADE	Annex II (Contd)
MINISTRY/DEPARTMENT	GRADE	
Pay Research Bureau	Survey Officer	
Police	Chief Catering Administrator	
Meteorological Services	Meteorologist	
Vice Prime Minister's Office, Ministry of Finance and Economic Development	Analyst Senior Analyst Assistant Manager, Financial Operations Assistant Manager, Procurement and Supply Assistant Manager, Internal Control	
Valuation	Senior Government Valuer Government Valuer Chief Property Valuation Inspector <i>formerly Chief Property Referencer</i> Principal Property Valuation Inspector <i>formerly Lead Property Referencer</i> Senior Property Valuation Inspector <i>formerly Senior Property Referencer</i>	
Ministry of Civil Service and Administrative Reforms	Director, Safety and Health Unit <i>formerly Head, Safety and Health Unit</i> Principal Safety and Health Officer Safety and Health Officer/Senior Safety and Health Officer Assistant Manager, Human Resources	
Assay Office	Assistant Director, Assay Office Technical Officer/Senior Technical Officer (Assay Office) <i>formerly Technical Officer (Assay Office)</i> <i>Senior Technical Officer (Assay Office)</i>	
Ministry of Foreign Affairs, RI & IT	Second Secretary	

ANNEX II (Contd.)

MINISTRY/DEPARTMENT	GRADE	
Ministry of Agro-Industry and Food Security	Senior Agricultural Analyst	
	Senior Agricultural Superintendent	
	Agricultural Superintendent	
	Senior Scientific Officer	
	Scientific Officer	
	Senior Technical Officer	
	Technical Officer	
	Senior Laboratory Technologist	
	Laboratory Technologist	
	Technical Officers/Senior Technical Officers (Wildlife)	
	Ministry of Fisheries	Controller, Fisheries Protection Service
		Deputy Controller, Fisheries Protection Service
		Assistant Controller, Fisheries Protection Service
Principal Fisheries Protection Officer		
Senior Technical Officer		
Scientific Officer/ Senior Scientific Officer (Fisheries)		
<i>formerly Senior Scientific Officer (Fisheries)</i> <i>Scientific Officer (Fisheries)</i>		
Technical Officer		
Forests	Assistant Conservator of Forests	
	Divisional Forest Officer	
	<i>formerly Divisional Forest Assistant</i>	
	Technical Officers/Senior Technical Officers (Conservation)	
National Parks and Conservation Service	Senior Scientific Officer (Conservation) <i>formerly Senior Research and Development Officer (Wildlife)</i>	
	Scientific Officer (Conservation) <i>formerly Research and Development Officer (Wildlife)</i>	

ANNEX II (Contd.)

MINISTRY/DEPARTMENT	GRADE
Ministry of Social Security, National Solidarity and Reform Institutions	Head, Disability Empowerment Unit (<i>formerly Head, Disability Unit</i>)
	Principal Disability Empowerment Officer (<i>formerly Senior Disability Officer</i>)
	Disability Empowerment Officer/ Senior Disability Empowerment Officer (<i>formerly Disability Officer</i>)
	Senior Organising Officer, Recreation Centre
	Assistant Commissioner, Social Security
	Principal Social Security Officer
	Senior Social Security Officer
Reform Institutions	Assistant Commissioner of Probation and After Care
	Principal Probation Officer
	Senior Probation Officer
	Probation Officer
Ministry of Local Government and Outer Islands	Chief Inspector
	Senior Inspector
	Project Officer/Senior Project Officer
	Principal Project Officer
Solid Waste Management and Field Services Unit	Technical Officer
Local Government Enforcement Unit	Principal Technical Enforcement Officer <i>formerly Principal Local Government Enforcement Officer</i>
	Senior Technical Enforcement Officer <i>formerly Senior Local Government Enforcement Officer</i>
	Technical Enforcement Officer <i>formerly Local Government Enforcement Officer (Personal)</i>
Fire Services	Deputy Chief Fire Officer

ANNEX II (Contd.)

MINISTRY/DEPARTMENT	GRADE
Ministry of Environment and Sustainable Development	
Department of Environment	Technical Officer/Senior Technical Officer (Environment) (Personal) Scientific Officer (Environment) Environment Officer Chief Inspector Senior Inspector
Deputy Prime Minister's Office, Ministry of Energy and Public Utilities	
Water Resources Unit	Senior Hydrological Officer Hydrological Officer Technical Officer
Energy Services Division	Chief Inspector Principal Inspector Senior Inspector Chief Technician Principal Technician Senior Technician
Ministry of Tourism and Leisure	Senior Tourism Planner Tourism Planner Leisure Events Officer (<i>formerly Leisure Officer</i>) Tourism Enforcement Officer
Vice-Prime Minister's Office, Ministry of Public Infrastructure, National Development Unit, Land Transport and Shipping	
Engineering Section	Chief Inspector of Works
Quantity Surveying Section	Superintendent of Works
Architect Section	Senior Inspector of Works Materials Testing Officer Senior Technical and Mechanical Officer Technical and Mechanical Officer Principal Technical Officer (Civil Engineering)

ANNEX II (Contd.)

MINISTRY/DEPARTMENT	GRADE
Engineering Section Quantity Surveying Section Architect Section	Senior Technical Officer (Civil Engineering)
	Technical Officer (Civil Engineering)
	Technical Officer
	Assistant Quantity Surveyor
	Senior Technical Officer (Materials Testing Laboratory)
	Technical Officer (Materials Testing Laboratory)
	Technical Officer (Electrical and Electronics)
	Chief Technician (Quantity Surveying)
	Principal Technician (Quantity Surveying)
	Senior Technician (Quantity Surveying)
	Chief Technical Design Officer (<i>formerly Chief Draughtsman</i>)
	Principal Technical Design Officer (<i>formerly Principal Draughtsman</i>)
National Transport Authority	Chief Road Transport Inspector
	Principal Road Transport Inspector
	Senior Road Transport Inspector
	Road Transport Inspector
	Assistant Transport Planner
	Principal Traffic Warden
	Senior Traffic Warden
Traffic Warden	
National Development Unit	Project Assistant
	Senior Regional Development Officer
	Regional Development Officer
	Assistant Regional Development Officer
	Assistant Citizen's Advice Bureau Coordinator
Ministry of Labour, Industrial Relations and Employment	
Labour Administration and Industrial Relations	Principal Labour and Industrial Relations Officer
	Senior Labour and Industrial Relations Officer
	Labour and Industrial Relations Officer

Annex II (Contd)

MINISTRY/DEPARTMENT	GRADE
Employment Service	Deputy Director, Employment Service Chief Employment Officer Senior Employment Officer
National Remuneration Board	Senior Remuneration Analyst Remuneration Analyst
Occupational Safety and Health Inspectorate	Divisional Occupational Safety and Health Officer Principal Occupational Safety and Health Officer Occupational Safety and Health Officer/Senior Occupational Safety and Health Officer
Registration of Associations	Principal Inspector of Associations Senior Inspector of Associations Inspector of Associations
Ministry of Gender Equality, Child Development and Family Welfare	Senior Organising Officer, Women's Centre (Personal) Head, Home Economics Unit <i>formerly Home Economics Organiser/Senior Home Economics Organiser</i> Senior Home Economics Officer Home Economics Officer Psychologist Family Counselling Officer Coordinator Senior Family Welfare and Protection Officer Family Welfare and Protection Officer Senior Child Welfare Officer (Personal)
Social Welfare Division	Deputy Social Welfare Commissioner Principal Social Welfare Officer Senior Social Welfare Officer
Ministry of Education and Human Resources	Music Organiser Physical Education Organiser Senior School Inspector School Inspector Senior Supervisor Oriental Languages Supervisor Oriental Languages Assistant Supervisor Oriental Languages Supervisor (The Arts)

ANNEX II (Contd)

MINISTRY/DEPARTMENT	GRADE
Ministry of Education and Human Resources	Assistant Supervisor (The Arts)
	Inspector, Specialised Schools/Day Care Centres
	Senior Educational Psychologist
	Educational Psychologist
	Computer Technician (NCITRC)
	Educational Social Worker
Careers Guidance Service	Senior Careers Counsellor <i>formerly Senior Careers Officer</i>
	Careers Counsellor <i>formerly Careers Officer</i>
	Chief Pharmacy Technician <i>formerly Chief Pharmacy Dispenser</i>
Ministry of Health and Quality of Life	Coordinator (Transport and Workshop Services) <i>formerly Transport Superintendent</i>
	Chief Medical Imaging Technologist
	Principal Medical Social Worker
	Chief Medical Laboratory Technologist <i>formerly Chief Medical Laboratory Technician</i>
	Medical Social Worker/Senior Medical Social Worker
	Deputy Director, Public Health and Food Safety <i>formerly Deputy Chief Health Inspector</i>
	Nutritionist
	Principal Public Health and Food Safety Inspector <i>formerly Principal Health Inspector</i>
	Senior Public Health and Food Safety Inspector <i>formerly Senior Health Inspector</i>
	Principal Health Surveillance Officer
	Senior Nurse Educator
	Occupational Therapist/Senior Occupational Therapist <i>formerly Occupational Therapist</i> <i>Senior Occupational Therapist</i>
	Physiotherapist/Senior Physiotherapist <i>formerly Physiotherapist</i> <i>Senior Physiotherapist</i>
	Principal Health Information, Education and Communication Officer

ANNEX II (Contd)

MINISTRY/DEPARTMENT	GRADE
Ministry of Health and Quality of Life(Contd)	Senior Health Information, Education and Communication Officer
	Health Information, Education and Communication Officer
	Senior Public Health Nursing Officer <i>formerly Senior Community Health Nursing Officer</i>
	Senior Health Engineering Officer Health Engineering Officer
	Health Promotion Co-ordinator Senior/Principal Analyst (Health)
	<i>formerly Senior/Principal Health Economist</i>
	Speech Therapist and Audiologist/Senior Speech Therapist and Audiologist
	<i>formerly Senior Speech Therapist and Audiologist</i>
	<i>Speech Therapist and Audiologist</i>
	Clinical Psychologist
	Clinical Scientist/Senior Clinical Scientist (Biochemistry)
	<i>formerly Clinical Scientist (Biochemistry)</i>
	Clinical Scientist/Senior Clinical Scientist (Virology)
	<i>formerly Clinical Scientist (Virology)</i>
	Principal Public Health Nursing Officer <i>formerly Principal Community Health Nursing Officer</i>
	Regional Health Services Administrator
	Blood Donor Coordinator Scientific Officer, Vector Biology and Control Division (Personal)
	Haemodialysis Supervisor Specialised Nurse
	<i>formerly Specialised AIDS Nurse</i>
	Nursing Supervisor

ANNEX II (Contd)

MINISTRY/DEPARTMENT	GRADE
Ministry of Arts and Culture	Chief Arts Officer Principal Arts Officer Senior Arts Officer Arts Officer Senior Culture Officer Culture Officer
Film Classification Board	Secretary, Film Classification Board <i>formerly Secretary, Board of Film Censors</i>
Ministry of Industry, Commerce and Consumer Protection	
Industry Division	Senior Analyst (Industry) <i>formerly Senior Industrial Analyst</i> Analyst (Industry) <i>formerly Industrial Analyst</i>
Consumer Protection Unit	Principal Consumer Affairs Officer <i>formerly Principal Consumer Protection Officer</i> Senior Consumer Affairs Officer <i>formerly Senior Consumer Protection Officer</i> Consumer Affairs Officer <i>formerly Consumer Protection Officer</i>
Commerce Division	Legal Metrologist Senior Technical Officer (Legal Metrology) Technical Officer (Legal Metrology) Senior Commercial Officer Commercial Officer
Ministry of Business Enterprise and Cooperative	
Cooperatives Division	Divisional Co-operative Officer Principal Co-operative Officer Senior Co-operative Officer Co-operative Officer Co-operative Development Officer Manager, Industrial Co-ordination and SME Development (Personal)

ANNEX II (Contd)

MINISTRY/DEPARTMENT	GRADE
Ministry of Housing and Lands	
Survey Division	Senior Surveyor Surveyor
Planning Division	Principal Technical Design Officer <i>formerly Principal Town and Country Planning Draughtsman</i> Sociologist/Planner Senior Development Control Officer Development Control Officer
Central Information Systems Division	Senior Systems Analyst Systems Analyst
Attorney-General's Office	Curator of Vacant Estates
Ministry of Youth and Sports	Assistant Director of Youth Affairs Principal Youth Officer Senior Youth Officer Youth Officer Senior Sports Officer Sports Officer

ANNEX II

RODRIGUES REGIONAL ASSEMBLY

In principle, officers in the grades mentioned below should be eligible for 70% duty-free car for the performance of their duties as their counterparts in Mauritius. Given the specificity in Rodrigues, namely its size, topography and the nature of the work carried out by these officers, the Island Chief Executive should ensure that it would be more economical for officers in such grades to use their own cars instead of the organisation's cars.

DEPARTMENT	GRADE
Office of the Clerk	Deputy Clerk, Regional Assembly
Chief Commissioner's Office	
Central Administration	Administrative Officer Safety and Health Officer/Senior Safety and Health Officer
Civil Status Division	Officer-in-Charge, Civil Status
Agriculture	Scientific Officer Agricultural Superintendent Senior Technical Officer (Agriculture) Technical Officer (Agriculture)
Arts and Culture	Arts Officer (Rodrigues)
Education	Senior School Inspector School Inspector
Cooperatives	Officer-in-Charge, Cooperatives Assistant Officer-in-Charge, Cooperatives Senior Cooperative Officer Cooperative Officer
Reform Institutions	Senior Probation Officer Probation Officer

ANNEX II (Contd.)

DEPARTMENT	GRADE
Deputy Chief Commissioner's Office	
Industrial Development Division	Analyst (Industry) <i>formerly Industrial Analyst</i>
Human Resource Development Centre <i>formerly Human Resource Centre</i>	Head, Human Resource Development Centre <i>formerly Head, Human Resource Centre</i> Co-ordinator, Human Resource Development Centre <i>formerly Co-ordinator, Human Resource Centre</i>
Commission for Public Infrastructure, Utilities, Housing, Transport and Water Resources	
Transport	Officer-in-Charge, Transport
Public Infrastructure	Chief Inspector of Works Senior Inspector of Works Technical Officer
National Transport Authority	Road Transport Inspector (Roster)
State Lands and Town and Country Planning Unit	Surveyor
Commission for Social Security, Employment, Labour and Industrial Relations, Consumer Protection, Trade, Commerce and Licensing	
Consumer Protection Unit	Officer in Charge , Consumer Protection Unit Senior Consumer Protection Officer Consumer Protection Officer
Employment	Senior Employment Officer
Industrial Relations	Labour and Industrial Relations Officer

ANNEX II (Contd.)

DEPARTMENT	GRADE
Commission for Health and Sports	
Health	Senior Public Health and Food Safety Inspector formerly Senior Health Inspector Supervisor/Senior Supervisor (Female) (Family Planning) (Personal) Nutritionist Head Catering Unit
Sports Division	Sports Officer
Commission for Environment, Forestry Services, Fisheries, Marine Parks and Tourism	
Fisheries	Controller, Fisheries Protection Service (Rodrigues) <i>formerly Officer-in-Charge (Fisheries)</i> Scientific Officer (Fisheries) Assistant Controller, Fisheries Protection Service (Rodrigues) Principal Fisheries Protection Officer
Environment Division	Environment Officer Enforcement Officer
Commission for Youth, Community Development, Library Services, Archives and Museum	
Youth Division	Principal Youth Officer Senior Youth Officer Youth Officer

ANNEX II

List of grades eligible for loan to purchase a 70 % duty exempted car
for official travelling

PARASTATAL AND OTHER STATUTORY BODIES

ORGANISATION	GRADE
Agricultural Marketing Board	Seeds Officer
Appravasi Ghat	World Heritage Site Manager
Beach Authority	Technical Manager Beach Works Inspector Beach Enforcement Officer
Central Water Authority	Surveyor Senior Internal Control Officer Senior Scientific Officer Scientific Officer Safety and Health Officer/Senior Safety and Health Officer Chief Works Officer Senior Inspector Meter Reading Supervisor Technical Officer (Laboratory) Superintendent, Anti-Fraud Unit Technical Officer
Export Processing Zone Labour Welfare Fund	Programme Welfare Officer
Food and Agricultural Research Council	Manager, Accounts Section Biometrician/Senior Biometrician Maintenance Officer Research Scientist/Senior Research Scientist Assistant Research Scientist Business Development Manager Senior Extension Officer Extension Officer Station/Laboratory Manager Technical Officer

ANNEX II (Contd.)

ORGANISATION**GRADE****Food and Agricultural Research Council**

Manager, Accounts Section
 Biometrician/Senior Biometrician
 Maintenance Officer
 Research Scientist/Senior Research Scientist
 Assistant Research Scientist
 Business Development Manager
 Senior Extension Officer
 Extension Officer
 Station/Laboratory Manager
 Technical Officer

Mauritius Cane Industry Authority

Senior Area Superintendent (Personal to incumbent of Ex-Cane Planters and Millers Arbitration and Control Board)
 Area Superintendent (Personal to incumbent of Ex-Cane Planters and Millers Arbitration and Control Board)
 Senior Technical Officer(Personal to incumbent of Ex-Cane Planters and Millers Arbitration and Control Board)
 Technical Officer(Personal to incumbent of Ex-Cane Planters and Millers Arbitration and Control Board)
 Sugar Technologist (Personal to incumbent of Ex-Cane Planters and Millers Arbitration and Control Board)
 Field Superintendent (Personal to incumbent of Ex-Sugar Planters Mechanical Pool Corporation)
 Field Officer/Senior Field Officer(Personal to incumbent of Ex-Sugar Planters Mechanical Pool Corporation)
 Technical and Mechanical Officer/Senior Technical and Mechanical Officer (Personal to incumbent of Ex-Sugar Planters Mechanical Pool Corporation)

ANNEX II (Contd.)

ORGANISATION**GRADE****Mauritius Cane Industry
Authority (Contd.)**

LAMU/Nursery Co-ordinator (Personal to incumbent of Ex-Farmers' Service Corporation as at 30.06.08)

Manager (Personal to incumbent of Ex-Farmers' Service Corporation as at 30.06.08)

Assistant Manager (Personal to incumbent of Ex-Farmers' Service Corporation as at 30.06.08)

Land Surveyor (Personal to incumbent of Ex-Farmers' Service Corporation as at 30.06.08)

**Mauritius Institute of Training and
Development (MITD)**

Assistant Manager (Personal to incumbent of Ex IVTB as at 30.06.08)

Coordinator (Personal to incumbent of Ex IVTB as at 30.06.08)

Curriculum Officer (Personal to incumbent of Ex IVTB as at 30.06.08)

Safety and Health Officer/Senior Safety and Health Officer (Personal to incumbent of Ex IVTB as at 30.06.08)

Psychologist (Personal to incumbent of Ex IVTB as at 30.06.08)

Irrigation Authority

Divisional Irrigation Operation Officer

Technical Officer (Civil)

Senior Technical Officer (Civil)

Safety and Health Officer/Senior Safety and Health Officer

Irrigation Operation Officer

ANNEX II (Contd.)

ORGANISATION	GRADE
Mahatma Gandhi Institute	Head, Gandhian Basic School Lecturer
Mauritius Broadcasting Corporation	Chief Broadcast Technologist <i>formerly Chief Broadcast Officer</i> <i>Transmission Coordinator</i> Chief Technical Producer Producer/Senior Producer <i>formerly Producer</i> <i>Senior Producer</i> Journaliste Reporteur D'images Senior News Editor News Editor
Open University of Mauritius (Ex-Mauritius College of the Air)	Senior Co-ordinator Co-ordinator Marketing and Development Officer Principal Technical Executive (Engineering Services) Principal Technical Executive (Operations)
Mauritius Examinations Syndicate	Examinations Officer
Mauritius Institute of Education	Chief Technician Lecturer
Mauritius Institute of Health	Research Officer/Senior Research Officer
Mauritius Meat Authority	Head, Illegal Slaughter Squad
Mauritius Oceanography Institute	Project Officer Associate Research Scientist

ANNEX II (Contd.)

ORGANISATION	GRADE
Mauritius Standards Bureau	Financial Manager Manager Quality Officer Assistant Technical Manager (Personal)
National Children's Council	Council Secretary Coordinator
National Agency for the Treatment and Rehabilitation of Substance Abusers	Programme Officer <i>formerly Substance Abuse Prevention Officer</i> Assistant Programme Officer <i>formerly Assistant Substance Abuse Prevention Officer</i>
National Computer Board	Project Supervisor Business Analyst/IT Consultant/Research Officer
National Transport Corporation	Depot Manager Technical and Mechanical Officer/Senior Technical and Mechanical Officer
National Women's Council	Head, Women's Association Unit (Personal)
Private Secondary Schools Authority	Supervisor/Senior Supervisor Inspector (Personal)

ANNEX II (Contd.)

ORGANISATION	GRADE
Road Development Authority	Chief Technical Design Officer <i>formerly Chief Draughtsman</i>
	Chief Inspector of Works
	Materials Testing Officer
	Principal Technical Officer (Civil Engineering)
	Senior Inspector of Works
	Senior Technical Officer (Civil Engineering)
	Senior Technical Officer (Materials Testing Laboratory)
	Superintendent of Works
	Surveyor
	Principal Technical Design Officer <i>formerly Principal Draughtsman</i>
	Technical Officer (Civil Engineering)
	Technical Officer (Materials Testing Laboratory)
	Safety and Health Officer/Senior Safety and Health Officer
	Small Farmers Welfare Fund
State Trading Corporation	Assistant Financial Manager
Small and Medium Enterprise Development Authority	Business Development Officer Assistant Manager
Sugar Insurance Fund Board	Agronomist Area Manager Land Surveyor Manager (Finance) Manager (Inspection) Manager (Survey) Field/Operations Supervisor

ANNEX II (Contd.)

ORGANISATION	GRADE
Sugar Industry Labour Welfare Fund	Commissioner, Community Development
	Principal Community Development Officer
	Senior Community Development Officer
	Principal Social Welfare Officer
	Senior Social Welfare Officer
	Supervisor, Women's Association
	Inspector
	Senior Inspector
	Supervisor, Dressmaking and Related Craft <i>formerly Supervisor, Dressmaking and Craft</i>
Tea Board	Technical Officer
Tertiary Education Commission	Deputy Financial Controller
Tobacco Board	Tobacco Officer
	Senior Tobacco Officer
Tourism Authority	Tourism Enforcement Officer
	Senior Tourism Enforcement Officer
Tourism Employees Welfare Fund	Programme Welfare Officer
Town and Country Planning Board	Administrative Manager <i>formerly Administrative Secretary</i>
	Chief Planning Inspector
	Senior Planning Inspector
	Planning Inspector
University of Mauritius	Lecturer
University of Technology Mauritius	Lecturer
Vallée D'Osterlog Endemic Garden Foundation	Technical Officer

ANNEX II (Contd.)

ORGANISATION

GRADE

Wastewater Management Authority	Scientific Officer
	Senior Works Inspector
	Land Surveyor
	Chief Works Inspector
	Technical Officer (Civil Engineering)
	Senior Technical Officer
	Technical Officer (Mechanical and Electrical)
	Principal Draughtsman

ANNEX II

**List of grades eligible for loan to purchase a 70 % duty exempted car
for official travelling**

**LOCAL AUTHORITIES
CITY AND MUNICIPAL COUNCILS
DISTRICT COUNCILS**

GRADE

Attorney
Principal Health Inspector
Senior Health Inspector
Chief Welfare Officer
Principal Welfare Officer
Deputy Chief Health Inspector
Principal Health Inspector
Senior Health Inspector
Engineering Assistant
Chief Inspector of Works
Senior Inspector of Works
Land Surveyor
Supervisor, Usher's Section
Senior Usher/Prosecutor
Senior Building Inspector
Planning and Development Inspector, *formerly Planning Inspector*
Assistant Chief Executive
Deputy Chief Executive
Safety and Health Officer/Senior Safety and Health Officer
Chief Building Inspector
Building Inspector
Superintendent of Parks and Gardens
Deputy Superintendent of Parks and Gardens
Treasurer
Financial Operations Officer (Personal to incumbent in post as at 30.06.08)

ANNEX III

List of grades eligible for loan to purchase an
autocycle/motorcycle for official travelling

CIVIL SERVICE

MINISTRY/DEPARTMENT	GRADE
Ministry of Agro-Industry and Food Security	
Forests	Deputy Forest Ranger Forest Ranger Senior Forest Conservation and Enforcement Officer <i>formerly Forester</i> Forest Conservation and Enforcement Officer <i>formerly Forest Guard</i>
National Parks and Conservation Service	Senior Park Ranger Park Ranger Assistant Park Ranger
Ministry of Fisheries	Senior Fisheries Protection Officer Fisheries Protection Officer
Ministry of Education and Human Resources	Assistant Inspector of Works Inspector of Works Educational Social Worker
Ministry of Local Government and Outer Islands	Inspector Assistant Inspector of Works
Fire Services	Firefighters
Ministry of Social Security and National Solidarity and Reform Institutions	Higher Social Security Officer

ANNEX III (Contd.)

MINISTRY/DEPARTMENT	GRADE
Ministry of Gender Equality, Child Development and Family Welfare	
Social Welfare Division	Social Welfare Officer
Deputy Prime Minister's Office, Ministry of Energy and Public Utilities	
Energy Services Division	Inspector Foreman Chief Electrician Chief Plant Mechanic
Water Resources Unit	Gauge Reader
Vice-Prime Minister's Office, Ministry of Public Infrastructure, National Development Unit, Land Transport and Shipping	Inspector of Works Assistant Inspector of Works Senior Gangman Gangman Chief Tradesman Foreman
Traffic Management and Road Safety Unit	Senior Traffic Census Officer Traffic Census Officer
National Transport Authority	Senior Traffic Warden Traffic Warden
Mauritius Maritime Training Academy <i>formerly Sea Training School</i>	Petty Officer
Ministry of Labour, Industrial Relations and Employment	Employment Officer

ANNEX III (Contd.)

MINISTRY/DEPARTMENT	GRADE
Ministry of Health and Quality of Life	Public Health and Food Safety Inspector <i>formerly Health Inspector</i>
	Senior Health Surveillance Officer
	Health Surveillance Officer
	Supervisor, Rodent Control
	Assistant Supervisor, Rodent Control
	Rodent Control Attendant
	Motivator
	Time Keeper (Health)
	Community Health Development Motivator
	Community Health Rehabilitation Officer
	Senior Statistical Officer
	Statistical Officer
Vice Prime Minister’s Office, Ministry of Finance and Economic Development	
Statistics Mauritius	Senior Statistical Officer Statistical Officer
Valuation Department	Property Referencer
Ministry of Youth and Sports	Senior Coach
	Coach
	Senior Coach <i>formerly Senior Coach (Swimming)</i>
	Coach <i>formerly Coach (Swimming)</i>
	Swimming Pool Attendant

ANNEX III

**List of grades eligible for loan to purchase an
autocycle/motorcycle for official travelling**

RODRIGUES REGIONAL ASSEMBLY

DEPARTMENT	GRADE
Rodrigues Regional Assembly	Field Assistant
	Agricultural Assistant
	Deputy Forest Ranger
	Forest Ranger
	Senior Forest Conservation and Enforcement Officer
	<i>formerly Forester</i>
	Forest Conservation and Enforcement Officer
	<i>formerly Forest Guard</i>
	Senior Fisheries Protection Officer
	Fisheries Protection Officer
	Inspector of Works
	Assistant Inspector of Works
	Coach
	Chief Tradesman
	Foreman
	Senior Gangman
	Gangman
	Employment Officer
	Higher Social Security Officer
	Senior Statistical Assistant
	Statistical Assistant
	Public Health and Food Safety Inspector
	<i>formerly Health Inspector</i>
	Hydrological Technician
	Chief Tradesman
	Foreman
	Senior Gangman
	Gangman

ANNEX III

List of grades eligible for loan to purchase an
autocycle/motorcycle for official travelling

PARASTATAL AND OTHER STATUTORY BODIES

ORGANISATION	GRADE
Central Water Authority	Inspector
	Assistant Inspector
	Chief Tradesman
	Technical Officer
	Foreman
	Gauge Reader
Mauritius Cane Industry Authority	Test Chemist (Personal to incumbent of Cane Planters and Millers Arbitration and Control Board as at 30.06.08)
	Senior Technical Assistant (Personal to Incumbent of Ex-Farmers' Service Corporation as at 30.06.08)
	Technical Assistant (Personal to incumbent of Ex-Farmers' Service Corporation as at 30.06.08)
	Operator (Personal to Incumbent of Ex-Sugar Planters Mechanical Pool Corporation as at 30.06.08)
	Head Operator (Personal to Incumbent of Ex-Sugar Planters Mechanical Pool Corporation as at 30.06.08)
	Agricultural Machinery Operator(Personal to Incumbent of Ex-Sugar Planters Mechanical Pool Corporation as at 30.06.08)
	Head Agricultural Machinery Operator (Personal to Incumbent of Ex-Sugar Planters Mechanical Pool Corporation as at 30.06.08)
Mauritius Oceanography Institute	Technical Assistant/Senior Technical Assistant
Food and Agricultural Research Council	Senior Extension Assistant
	Extension Assistant

ANNEX III (Contd.)

ORGANISATION	GRADE
Irrigation Authority	Field Officer Driver (Roster) Gangman (Roster) Irrigueur (Roster) Social Facilitator Supervisor (Roster)
Small Medium Enterprise and Development Authority	Assistant Handicraft Promotion Officer (Personal)
Road Development Authority	Inspector of Works Assistant Inspector of Works Senior Field Supervisor <i>formerly Senior Gangman</i> Field Supervisor <i>formerly Gangman</i> Chief Tradesman Foreman
Sugar Insurance Fund Board	Assistant Inspector Field Officer Senior Field Officer
Sugar Industry Labour Welfare Fund	Community Development Officer Assistant Supervisor, Women's Associations
Wastewater Management Authority	Works Inspector Assistant Works Inspector Head Operative

ANNEX III

List of grades eligible for loan to purchase an
autocycle/motorcycle for official travelling

LOCAL AUTHORITIES

CITY AND MUNICIPAL COUNCILS

DISTRICT COUNCILS

GRADE

Inspector of Works
Building Inspector
Health Inspector
Assistant Health Inspector (Personal to officers in post as at 31.12.12)
Assistant Inspector of Works
Senior Welfare Officer
Welfare Officer
Overseer (Drains and Works)
Overseer (Parks and Gardens)
Overseer
Workshop Supervisor
Supervisor Infant School
Cadastral Officer
Usher/Prosecutor
Revenue Collector (Personal)
Supervisor (Lighting Section)
Chief Controller of Works
Foreman
Assistant Health Inspector
Assistant Building Inspector
Senior Overseer
Financial Operations Officer/Senior
Financial Operations Officer
formerly Tax Controller
Supervisor (Lighting)
Supervisor (Lighting Section) (Personal)
Field Supervisor
formerly Gagman
Grounds man

ANNEX IV

List of grades eligible for 50% duty-exempted car and loan to purchase a car

	GRADE
Ministry of Public Infrastructure	Traffic Census Officer
Ministry of Gender Equality, CD & FW (Social Welfare Division)	Social Welfare Officer
Ministry of Education & HR	ICT Technician/ Senior ICT Technician
Government Information Service	Principal Audio Visual Production Officer Senior Audio Visual Production Officer

PARASTATAL AND OTHER STATUTORY BODIES

Mauritius Oceanography Institute	Technical Assistant/ Senior Technical Assistant
Mauritius Museums Council	Curator Conservator
Tourism Authority	Assistant Examiner
National Women's Council	Supervisor, Women's Association
National Transport Corporation	Traffic Controller Senior Traffic Controller

ANNEX V

List of grades eligible for loan to purchase a duty free motorcycle

MINISTRY/DEPARTMENT	GRADE
Ministry of Fisheries	Fisheries Protection Officer (duty free motorcycle up to 250 c.c.)

Section VI – Special Provisions

Page 251

To insert after paragraph 18.2.161

Special Provision

18.2.162 Representations have been received to the effect that officers whose salaries, prior to 1 January 2013, were at par with that of a Permanent Secretary and as such were eligible to all the benefits attached to the latter grade but with the implementation of the 2013 PRB Report, they were no longer eligible to benefits attached to the post of Permanent Secretary as their salaries are no longer at par.

Recommendation EOAC 54

32.23B The Committee, therefore, recommends that officers whose salaries, prior to 1 January 2013, were at par with that of a Permanent Secretary should continue, as from 1 January 2013, to be eligible to the benefits they were entitled to prior to the implementation of the 2013 PRB Report, on a personal basis.

Passage Benefit Scheme

Page 252

To delete paragraph 18.3.12 and whole content

To replace by the following:

Recommendation EOAC 55

18.3.12 The Committee recommends that

- (a) officers on permanent and pensionable establishment drawing a minimum monthly salary of Rs 24425 or reckoning at least eight years' service should earn passage benefit at the rate of 5% of the gross salaries annually;
- (b) officers should not earn passage benefit during vacation leave, vacation leave taken as casual leave, sick leave in excess of 21 working days in any calendar year, maternity leave, adoption leave, parental leave, study leave with or without pay, injury leave, interdiction period, accumulated sick leave taken prior to retirement, probationary period and leave without pay.

Page 253

To insert after paragraph 18.3.14 (f) the following:

Recommendation EOAC 56

18.3.14 (g) in any other case, officers are allowed to cash their passage benefits at a discounted rate of 90%, for any purpose other than travel, provided the balance standing to their credit is not less than Rs 11000.

To insert after paragraph 18.3.14 the following:

Recommendation EOAC 57

18.3.15 The Committee recommends that the Ministry of Civil Service and Administrative Reforms should, in consultation with the Accountant General and the Insurance Company concerned, consider the possibility of allowing Public Officers to make use of their accumulated Passage Benefits for payment of premiums under the Medical Insurance Scheme as per paragraph 18.15.37 of this Committee's Report.

Leave

Page 257

To delete paragraph 18.4.14 and whole content

To replace by the following:

Annual Leave Entitlement for officers not holding substantive appointment

Recommendation EOAC 58

18.4.14 The Committee is maintaining the present provision governing Annual Leave for officers not holding a substantive appointment after one year's continuous service, including Trainees other than Trainee Educators.

Page 258

Vacation Leave

To delete paragraph 18.4.19 and whole content

To replace by the following:

18.4.19 Vacation Leave enables employees to have a complete break from the normal work routine and provides the opportunity for mental and physical relaxation for a reasonably long period. It also caters for convalescence purposes and at times for attending to personal obligations. As such leave enables officers to come back to their desk refreshed and revitalised, it is often argued that the output or quality of work may improve after such vacation, to the benefit of the service. Therefore, allowing employees to proceed on vacation leave is to benefit to the employer.

Page 269

Maternity Leave

To delete paragraph 18.4.57 and whole content

To replace by the following:

Recommendation EOAC 59

18.4.57 The Committee, therefore, recommends that the present provision regarding maternity leave be maintained and be also extended to female officers employed on contract and who have served for a minimum period of 12 months, subject to conditions laid down at paragraph 18.4.52 (iii).

Page 273

Leave Without Pay

To delete paragraph 18.4.69 (e) and whole content

To replace by the following:

18.4.69(e) for other private purposes, every 10 years, an aggregate period not exceeding 90 days that can be taken either at a stretch or staggered

Working Week, Flexitime, Workers on Shift/Roster/Staggered Hours and Overtime

Page 282

Suggestions and Comments

To delete paragraphs 18.5.24 A (vii) and (viii) and whole content

To replace by the following:

Recommendation EOAC 60

18.5.24 A (vii) The Committee recommends that refund of lateness by working beyond 16.00 hours and up to 16.30 hours should be allowed.

18.5.24 A (viii) The Committee also recommends that the hours of work mentioned at paragraph (vii) above should be taken into consideration for determining the prescribed normal working hours, subject to the approval of management.

Pages 282 and 283

To delete paragraphs 18.5.24 B (vii) and (viii) and whole content

To replace by the following:

Recommendation EOAC 61

18.5.24 B (vii) The Committee recommends that refund of lateness by working beyond 15.30 hours and up to 16.00 hours should be allowed.

18.5.24 B (viii) The Committee also recommends that the hours of work mentioned at paragraph (vii) above should be taken into consideration for determining the prescribed normal working hours, subject to the approval of management.

Page 294

Salary Ceiling for Overtime

To delete paragraphs 18.5.71 and 18.5.72 and whole content

To replace by the following:

Recommendation EOAC 62

18.5.71 The Committee recommends that officers drawing basic salary of less than Rs 39275 be eligible for the payment of overtime allowances.

18.5.72 We also recommend that officers drawing basic salary from Rs 39275 to Rs 52775 monthly, who are required to work beyond their normal working hours owing to the nature of their duties for the execution of urgent tasks or for completion of work which cannot be postponed, should be paid the hours of overtime at 80% of the prescribed rate.

Special Duty and Extra Duty Allowances

Page 300

To delete paragraph 18.7.8 and whole content

To replace by the following:

Recommendation EOAC 63

18.7.8 The Committee recommends that officers, up to the level of Deputy Permanent Secretary, *formerly Principal Assistant Secretary*, not eligible for overtime for work beyond normal working hours but who are regularly required to work unusually long hours for the completion of assignments/reports by set time frame as per mandatory/administrative requirements or specific nature of their duties should be paid an allowance equivalent to three times the increment reached in their respective salary scale, on the approval of the Supervising Officer, provided they put in a minimum of 25 excess hours monthly.

Salary on Promotion

Pages 304 and 305

To delete paragraphs 18.8.8 and 18.8.10 and whole content

To replace by the following:

Recommendation EOAC 64

18.8.8 However, in the following specific cases, the Committee recommends that the under-mentioned provisions should apply:

- (i) where recruitment to a grade, by virtue of the scheme of service or by arrangements in force, is or may be done by selection both from serving officers and from outside candidates in the same exercise, the serving officer should draw the initial salary of the promotional grade or receive one increment if he was drawing the same salary point as the initial or more than the initial;**
- (ii) where a senior officer has been promoted directly and an officer junior to him has subsequently been promoted indirectly to the same grade i.e. after having obtained another promotion, the salary of the senior officer(s) should be adjusted so that the senior officer(s) as well as the junior officer draw the same salary as from the date the officer junior to him has been appointed in that grade. The Committee also recommends that the salary of officers falling in a similar situation prior to the date of implementation of this Report, should be adjusted accordingly; and**
- (iii) the salary of an officer who is promoted after having benefited from the grant of long service increment should be adjusted by the grant of an aggregate not exceeding three increments, inclusive of the increment/s previously obtained for long service.**

18.8.10 The Committee further recommends that, subject to paragraph 18.8.8, an officer who has drawn the top salary for a year and has been allowed to move by either one or two or three increments in the Master Salary Scale after having been consistently efficient and effective in his performance, as evidenced by his Performance Appraisal Report during the preceding two years, and has not been adversely reported upon on ground of conduct should, on promotion, be granted a maximum of three increments, over and above the increment/s previously obtained for movement beyond top salary, subject to the maximum salary of the higher grade.

Increment and Incremental Credit

Page 309

To insert after paragraph 18.9.11 the following:

Incremental Credit for Actingship/Assignment of Duties

Recommendation EOAC 65

18.9.11 The Committee recommends that, where an officer has been appointed to act/assigned duties in a higher office and is subsequently appointed to the same office after a selection exercise and his appointment takes effect as from the date of assumption of duty, the officer should be granted one incremental credit for each completed year of actingship/assignment of duties provided that:

- (a) such actingship/assignment of duties is continuous;**
- (b) the adjusted salary is not higher than what the officer would have drawn had he been appointed in a substantive capacity on the date he was appointed to act/ assigned higher duties; and**
- (c) such incremental credit is payable as from the date the officer is appointed substantively in the post.**

18.9.12 The Committee further recommends that the salary of officers falling in a similar situation prior to the date of implementation of this Report, should be adjusted hypothetically.

Acting and Responsibility Allowances

Page 316

Qualifying Conditions/Specific Provisions

To delete paragraph 18.10.13 and whole content

To replace by the following:

Recommendation EOAC 66

18.10.13 The Committee recommends that the qualifying period/specific provision governing Acting and Responsibility Allowances should be as follows:

- (i) No Acting or Responsibility Allowance is paid to an officer unless he acts in the higher office for a continuous period of seven days, i.e., the assignment should be for a minimum period of seven continuous days, inclusive of Saturdays, Sundays and Public Holidays, except for those who act in an Accounting/Responsible Officer position where the actingship is payable even if the period of actingship is less than seven days.**
- (ii) An officer performing higher duties is not eligible for Acting or Responsibility Allowance for any period of absence exceeding seven days at a stretch.**
- (iii) Where an officer who is acting in a higher office proceeds on official mission overseas, he is paid a special allowance equivalent to the Acting Allowance he would have drawn had he not gone on mission.**
- (iv) Where an officer is acting in an Accounting/Responsible officer position for a period of less than seven days, he should be paid an appropriate allowance to be determined by the High Powered Committee.**
- (v) where an officer has been appointed to act or assigned duties in an Accounting/Responsible officer position by the relevant Service Commission or Board *vice* permanent vacancies or *vice* temporary vacancies which would eventually become permanent, he should be eligible for all benefits attached to the post after a continuous period of actingship for four months or more.**

Meal Allowance

Page 319

To delete paragraph 18.11.5 and whole content

To replace by the following:

Recommendation EOAC 67

18.11.5 The Committee recommends that officers who:

- (a) are required to work during cyclonic conditions; or**
- (b) are unexpectedly retained on duty after a normal day's work for at least three hours beyond their normal working hours**

should either be provided with meals where catering facilities are available or paid a meal allowance of Rs 125 for each meal.

Medical Insurance Scheme

Page 341

To insert after paragraph 18,15.35 the following

Recommendation EOAC 68

- 18.15.36** The Committee supports the recommendation made by the PRB in its 2013 Report for the setting up of a Medical Insurance Scheme for Public Officers and recommends that the Ministry of Civil Service and Administrative Reforms should activate the process for the operationalisation of the Scheme.
- 18.15.37** The Committee also recommends that the Ministry of Civil Service and Administrative Reforms should hold discussions with the Accountant General and the Insurance Company concerned to allow Public Officers to make use of their accumulated Passage Benefits for payment of premiums under the above Scheme.
- 18.15.38** The Committee further recommends that, in the context of reforms in the Health Sector, the Ministry of Health and Quality of Life should consider the advisability of setting up of a Family Doctor Scheme which could be linked to the Medical Insurance Scheme.

Funeral Grant

Page 343

To delete paragraph 18.16.5 and whole content

To replace by the following:

Recommendation EOAC 69

18.16.5 **The Committee recommends that where an officer, holding a substantive appointment or having one year's continuous service, passes away while still in service, a funeral grant of Rs10,000 should be paid to the officer's heir or nearest relative who has borne the funeral expenses in addition to the payment of a full month's salary in respect of the month in which the officer deceases.**

Foreign Service Allowance and Other Related Allowances

Pages 347 and 348

To delete paragraph 18.18.5 and whole content

To replace by the following:

Recommendation EOAC 70

18.18.5 The Committee recommends that:

- (i) the quantum of Foreign Service Allowance should be paid to home-based staff at a fixed rate of exchange of the currency of the respective country of posting as per data at Annex I to this Chapter;**
- (ii) all other payments, including the monthly salary and Other Related Allowances, should be made to home-based staff at a fixed rate of exchange of the currency of the respective country of posting or in the currency of their choice; and**
- (iii) where an officer is presently drawing salary, Foreign Service Allowance, Rent and Utilities and Entertainment Allowance, wherever applicable, more than what he would draw in the aggregate with this Report, he should be allowed to retain same, on a personal basis, up to the time of a new posting. On a new posting, the new recommendations should apply in toto.**

Page 349

To delete paragraph 18.18.11 and whole content

To replace by the following:

Recommendation EOAC 71

18.18.11 The Committee recommends that the Foreign Service Committee should consider reviewing the Foreign Service Allowance of home-based staff posted in overseas missions every two years or whenever there is an emergency in the country of posting, whichever is the earlier.

To delete paragraph 18.18.13 and whole content

To replace by the following:

Recommendation EOAC 72

18.18.13 The Committee recommends that, pending the acquisition of quarters by Government, wherever feasible:

- (i) full charges of rent and utilities should continue to be paid to Ambassadors, High Commissioners and Permanent Representatives; and
- (ii) home-based staff in other grades, rent and utilities should be refunded up to a monthly ceiling according to broad salary levels and the currency of the country of posting at a fixed rate of exchange as set out at Annex II to this Chapter.

Page 351

To delete paragraph 18.18.22 and whole content

To replace by the following:

Recommendation EOAC 73

18.18.22 The Committee recommends that the quantum of Entertainment Allowance payable to home-based staff should be revised as per Annex III to this Chapter and the quantum reviewed every two years by the Foreign Service Committee.

To delete paragraph 18.18.24 and whole content

To replace by the following:

Recommendation EOAC 74

18.18.24 The Committee recommends that for home-based staff posted abroad, school fees should be refunded:

- (i) at the rate of 80% in respect of their dependent children, aged between three and 20 years old, attending pre-primary, primary and secondary schools as well as for children up to three years attending nurseries and day care centres; and

- (ii) at the rate of 90% for dependent children aged between three to 20 years old attending pre-primary, primary and secondary schools as well as for children up to three years attending nurseries and day care centres in countries where the medium of teaching is neither English nor French and where the children have no alternative than to seek admission in international schools.

Page 352

To delete paragraph 18.18.29 and whole content

To replace by the following:

Recommendation EOAC 75

18.18.29 The Committee recommends that 90% of medical expenses, should be refunded to home-based staff posted abroad subject to:

- (i) the production of duly signed and certified copies of medical certificates/prescription, invoices and receipts;
- (ii) the claim being submitted on prescribed form, as determined by the Ministry of Foreign Affairs, Regional Integration and International Trade, duly signed by the officer making the claim and upon the recommendation of the Head of Mission; and
- (iii) medical bills falling within the Protocol and Guidelines approved by Government.

To insert after paragraph 18.18.30 the following:

Recommendation EOAC 76

18.18.30A This Committee recommends that the Foreign Service Committee should, without delay, study the introduction of a Health Insurance Scheme in Mauritius to cover all Diplomatic Staff posted in the overseas missions.

To delete paragraph 18.18.32 and whole content

To replace by the following:

Recommendation EOAC 77

18.18.32 The Committee recommends that Warm Clothing Allowance equivalent to £ 275 in the currency of the country of posting or in the currency of their choice should be paid to the officer, his/her spouse and dependent children aged up to 20 years on first posting and on subsequent posting, as well as upon renewal of each tour of service.

Page 353

To delete paragraph 18.18.38 and whole content

To replace by the following:

Recommendation EOAC 78

18.18.38 The Committee recommends that officers should be paid transfer grant equivalent to 5% of the gross annual salary or an amount equivalent to £250, whichever is higher, in the currency of the country of posting while proceeding to an overseas mission on a first posting or on return from overseas or on transfer from one mission to another.

Pages 353 and 354

To delete paragraph 18.18.40 and whole content

To replace by the following:

Recommendation EOAC 79

18.18.40 The Committee recommends that:

- (i) the same travelling benefits as granted to officers in Mauritius, payable in foreign currency at a fixed rate of exchange of the currency of the respective country of posting or in the currency of their choice, be applicable to home-based staff posted abroad except for those drawing a monthly salary of Rs 102000 and above;
- (ii) officers drawing a monthly salary of Rs 102000 and above, other than Ambassadors, High Commissioners and Permanent Representatives should, on posting to a mission, be allowed to use the official car and, in case no official car is available for this category of officer, incumbent may be allowed to opt for the payment of a car allowance as provided at paragraph 18.2.118, of this Volume (Chapter 18.2); and

- (iii) Ambassadors, High Commissioners, Permanent Representatives and Officers drawing a monthly salary of Rs 102000 and above, be provided with an official government car and driver to attend official functions, and an official car (without driver) for private trips while on leave in the home country.

Page 354

To delete paragraph 18.18.42 and whole content

To replace by the following:

Recommendation EOAC 80

18.18.42 The Committee recommends that officers, while proceeding to overseas mission on a first posting or on return from overseas or on transfer from one mission to another, should be paid an all-inclusive amount equivalent to £ 280 in the currency of the country of posting or in the currency of their choice, as excess air baggage allowance. These officers should also be refunded the cost of transportation of either a 20 feet container of personal effects by sea, or the cost of transportation by sea of up to 10 cubic meters, inclusive of packaging and crating of personal effects, not exceeding four tons. However, officers choosing to carry their luggage by air may opt to do so, but the cost would be limited to the cost of transport by sea. Any extra cost should be borne by the officer.

To delete paragraph 18.18.43 and whole content

Page 355

To delete paragraph 18.18.45 and whole content

To replace by the following:

Recommendation EOAC 81

18.18.45 The Committee recommends the payment of a Subsistence Allowance for a maximum period of up to one month to home-based staff posted abroad at short notice. However, the beneficiary would not qualify for any other allowance during this period.

Page 356

To delete paragraph 18.18.55 and whole content

To replace by the following:

Recommendation EOAC 82

18.18.55 The Committee recommends that the Foreign Service Allowance and Other Related Allowances for Consuls should be as set out at Annex IV to this Chapter and should be reviewed by the Foreign Service Committee every two years.

To delete paragraph 18.18.57 and whole content

To replace by the following:

Recommendation EOAC 83

18.18.57 The Committee recommends that diplomatic staff and officers employed on a contractual basis in diplomatic missions abroad, be granted one compassionate passage during the tour of service/duration of the contractual employment to all members of the family in the event of the death of the father or mother of either spouse or any child or a close relative (brother or sister of an officer or of the spouse), when the death occurs in Mauritius.

Various Allowances**Fees payable to Resource Persons****Recommendation EOAC 84**

18.19.1 The Committee recommends that the fees payable to officers who act as Resource Persons for the delivery of lectures for the benefit of public officers should be paid fees as follows:

	Category		Rate Per Session of 1 ¼ to 1 ½ hours
(i)	Professionals and Academics from outside the Service	-	Rs 800
(ii)	Degree holders not falling in (i) above, outside the service	-	Rs 625
(iii)	Professionals and degree holders within the service (including officers drawing Rs 40775 and above)	-	Rs 625
(iv)	Other Public Officers	-	Rs 425

Recommendation EOAC 85**Allowance to Confidential Secretaries**

18.19.2 The Committee recommends that Confidential Secretaries (CS) who regularly work over and above normal working hours as well as work under constant pressure be paid an allowance as follows:

- | | | | |
|------|--|---|-----------------|
| (i) | For CS posted with Ministers, PPS | - | Rs 2150 monthly |
| (ii) | For CS posted with Supervising Officers of the level of PS and above | - | Rs 1800 monthly |

Allowance for Making Tea**Recommendation EOAC 86**

18.19.3 The Committee recommends that the allowance payable to Office Attendants/General Workers for making and serving tea/coffee should be Rs 5.00 per cup.

Allowance for Washing of towels/Tablecloth**Recommendation EOAC 87**

18.19.4 The Committee recommends that the allowance payable to Office Attendants/General Workers for washing of towels/tablecloth should be as follows:

- (i) For washing of towels - Rs 10 per towel
- (ii) For washing of tablecloth - Rs 70 per kg

Subsistence Allowance**Recommendation EOAC 88**

18.19.5 The Committee recommends that the subsistence allowance payable to officers proceeding on short official mission from Mauritius to Rodrigues and vice versa should be follows:

- (i) Rs 1100 per night when Board and Lodging are not provided
- (ii) Rs 500 per night if Lodging is provided and officers make their own arrangements for meal

Allowance to Office Attendants for making bulk photocopies**Recommendation EOAC 89**

18.19.6 The Committee recommends that the allowance payable to Office Attendants for making bulk photocopies should be Rs 650 monthly.

Wages for New Entrants in the Grade of General Worker (appointed on a casual basis)**Recommendation EOAC 90**

18.19.7 The Committee recommends that new entrants in the grade of General Worker should, as from the date of implementation of this Report, draw wages at the rate of Rs 6400 monthly upon appointment on a casual basis. They would, thereafter, join the initial salary recommended for the grade upon their transfer to the permanent and pensionable establishment, subject to availability of funded positions.

18.19.8 The Committee also recommends that the Ministry of Civil Service and Administrative Reforms should, after consultations with the Authorities concerned, consider amending the Ministry of Civil Service and Administrative Reforms Circular Letter No 53 of 2010 to review the period of service before transfer to the permanent and pensionable establishment.

Statutory Bodies and Committees

Page 365

Actingship as Chairperson

To delete paragraph 19.15 and whole content

To replace by the following:

Recommendation EOAC 91

19.15 The Committee recommends that a Vice-Chairperson or any other member who presides over board meetings held in a month in the absence of the substantive Chairperson (while the latter is in the country) should be paid an allowance equivalent to 50% of the monthly fees payable to the substantive Chairperson. Where the Chairperson has been replaced by more than one person and for only part of the month, the amount should be shared on a pro-rata basis.

19.15A The Committee also recommends that a substantive Chairperson, who is absent during a whole calendar month, should not be paid any fees, except if he is on official mission for the board and when he is absent from the country, the Vice-Chairperson or any other member who chairs the board meetings should be paid the full allowance payable to the Chairperson.

EOAC Master Conversion Table

Row	Salary Point	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
1	Gross Pay Dec 2012	7496	7673	7880	8087	8294	8501	8708	8915	9122	9329	9536	9743	9950	10157	10364	10571	10778	10985
2	2013 PRB Basic Pay	7825	8050	8275	8500	8750	9000	9250	9500	9750	10000	10250	10500	10750	11000	11250	11500	11750	12000
3	1 Jan 2013	9000	9225	9450	9675	9925	10000	10100	10200	10340	10590	10840	11090	11340	11590	11840	12090	12340	12590
4	1 Jan 2014	9000	9225	9450	9675	9925	10075	10200	10380	10630	10880	11130	11380	11630	11880	12130	12380	12630	12880
5	1 Jan 2015	9000	9225	9450	9675	9925	10175	10425	10675	10925	11175	11425	11675	11925	12175	12425	12675	12925	13175
Row	Salary Point	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43
1	Gross Pay Dec 2012	11192	11399	11658	11917	12175	12434	12708	12967	13270	13370	13670	13970	14270	14570	14870	15270	15670	16070
2	2013 PRB Basic Pay	12250	12500	12800	13100	13400	13700	14000	14300	14650	15000	15350	15700	16050	16500	16950	17400	17850	18300
3	1 Jan 2013	12840	13090	13390	13690	13990	14290	14590	14890	15240	15590	15940	16290	16640	17090	17540	17990	18440	18890
4	1 Jan 2014	13130	13380	13680	13980	14280	14580	14880	15180	15530	15880	16230	16580	16930	17380	17830	18280	18730	19180
5	1 Jan 2015	13425	13675	13975	14275	14575	14875	15175	15475	15825	16175	16525	16875	17225	17675	18125	18575	19025	19475
Row	Salary Point	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61
1	Gross Pay Dec 2012	16570	17070	17670	18270	18870	19470	20070	20670	21270	21870	22470	23070	23670	24270	25070	25870	26670	27470
2	2013 PRB Basic Pay	18900	19500	20250	21000	21750	22500	23250	24000	24750	25500	26250	27000	27750	28500	29400	30300	31200	32100
3	1 Jan 2013	19490	20090	20840	21590	22340	23090	23840	24590	25340	26090	26840	27590	28340	29090	29990	30890	31790	32690
4	1 Jan 2014	19780	20380	21130	21880	22630	23380	24130	24880	25630	26380	27130	27880	28630	29380	30280	31180	32080	32980
5	1 Jan 2015	20075	20675	21425	22175	22925	23675	24425	25175	25925	26675	27425	28175	28925	29675	30575	31475	32375	33275
Row	Salary Point	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79
1	Gross Pay Dec 2012	28270	29070	30070	30420	31670	32920	34170	35420	36670	37920	39170	40420	41670	42920	44170	45420	46670	47920
2	2013 PRB Basic Pay	33000	34200	35400	36600	38100	39600	41100	42600	44100	45600	47100	48600	50100	51600	53100	54600	56100	57600
3	1 Jan 2013	33590	34790	35990	37190	38690	40190	41690	43190	44690	46190	47690	49190	50690	52190	53690	55190	56690	58190
4	1 Jan 2014	33880	35080	36280	37480	38980	40480	41980	43480	44980	46480	47980	49480	50980	52480	53980	55480	56980	58480
5	1 Jan 2015	34175	35375	36575	37775	39275	40775	42275	43775	45275	46775	48275	49775	51275	52775	54275	55775	57275	58775
Row	Salary Point	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94			
1	Gross Pay Dec 2012	49170	50420	51920	53420	54920	56420	58420	60420	62420	64420	66420	68420	70420	72920	75420			
2	2013 PRB Basic Pay	59400	61200	63000	64800	66600	68400	70800	73200	75600	78000	81000	84000	87000	90000	93000			
3	1 Jan 2013	59990	61790	63590	65390	67190	68990	71400	73850	76300	79000	82000	85000	88000	91000	94000			
4	1 Jan 2014	60280	62080	63880	65680	67480	69280	71700	74175	76650	79500	82500	85500	88500	91500	94500			
5	1 Jan 2015	60575	62375	64175	65975	67775	69575	72000	74500	77000	80000	83000	86000	89000	92000	95000			

Master Salary Scale: Rs 7425 X 225 - 9675 X 250 - 13675 X 300 - 15475 X 350 - 17225 X 450 - 19475 X 600 - 20675 X 750 - 29675 X 900 - 34175 X 1200 - 37775 X 1500 - 58775 X 1800 - 69575 X 2425 - 72000 X 2500 - 77000 X 3000 - 95000