

### 3. NATIONAL ASSEMBLY

- 3.1 The Constitution of Mauritius provides for the Parliament of Mauritius comprising the President and the National Assembly. As a parliamentary institution, the National Assembly together with the President of the Republic plays a critical role in ensuring democracy. Its main functions include the enactment of laws, controlling of the finances of the State, debate on Government policy and scrutiny of the actions of Government and the Ministries.
- 3.2 Its mission relates to ensuring that the best interests of the Nation are served. To this end, the main objectives of the parliamentary institution are, *inter alia*, to: keep under continuous review the parliamentary service; enable Members of Parliament to discharge their duties in the best of conditions; create the necessary service to enable officers to provide improved service to Honourable members for them to be able to serve the people of Mauritius; interact with the Parliaments of the rest of the world in order to enhance the democratic principles to which we adhere; and publicise and promote our parliamentary institution by helping the public in understanding the role and operation of the National Assembly.
- 3.3 The administrative structure of the National Assembly consists of the Office of the Speaker and the Office of the Clerk. The overall responsibility of the National Assembly befalls the Speaker while the parliamentary service is headed by the Clerk of the National Assembly who shoulders the responsibility of both administrative and technical issues. In the discharge of her functions, the Clerk of the National Assembly is assisted by the Deputy Clerk and Clerk Assistants and other grades in the Reporting, ICT, Broadcasting, Library and support functions.
- 3.4 In the context of this Report, the representations of staff side were geared towards: creation of additional posts of Deputy Clerk or a grade of Senior Clerk Assistant as a promotional avenue for the Clerk Assistants; granting of enhanced conditions of service as well as a higher salary to officers performing as Clerk at the Table and the payment of a Special Parliamentary Service Allowance; and allowing Clerk Assistants to benefit from health surveillance on the ground that working for long hours under strenuous conditions has a negative impact on their health. Unions equally requested, among others, for the: upgrading of salary of the grade of Hansard Editor; creation of the grade of Deputy Hansard Editor; grant of 100% duty remission to the grade of Hansard Editor; and creation of additional posts in certain grades.
- 3.5 Management on its side requested, among others, for the creation of additional levels *viz* Media and Communication Manager, Assistant Media and Communication Manager, Secretary to the Speaker and Assistant Secretary. Submissions have also been made for: the merging of the grades of Senior Hansard Reporter and Sub Editor and Hansard Reporter and Sub Editor; Confidential Secretaries attached to the Speaker, Deputy Speaker, Leader of the Opposition, Clerk of the National Assembly to be exceptionally allowed to claim overtime during parliamentary sittings; and a restructuring of the IT and Broadcasting Unit. Proposals with respect to the Office of the Clerk mainly comprised: restyling the Clerk of the National Assembly as Clerk to

the National Assembly in line with Section 32 of the Constitution, and upgrading the position salary wise; creating the grades of Clerk of the Overseas owing to the additional functions being performed by the Clerk Assistants, Parliamentary Research Assistant to service the Office of the Speaker and Gender Analyst; and restyling the grade of Pre-Press Officer while upgrading its qualifications requirement to a Diploma level.

- 3.6 During consultative meetings, stakeholders were informed that grades are created on the basis of functional needs of the organisation and the Bureau refrains from creating stand-alone ones. Management was also apprised that some issues raised were outside the scope of the Bureau and should be addressed administratively. In the same breath, we view that it would be more appropriate for the duties of the grade of Clerk Assistant to be enlarged to include other duties of same level.
- 3.7 In so far as upgrading of the qualifications requirement of the grade of Pre-Press Officer is concerned, the Bureau, after examination of the Job Description Questionnaires, considers that an upgrading is not warranted. The moreso, restyling of the grade would not be in consonance with the duties therein. Hence, only meritorious proposals have been retained and for which we are making appropriate recommendations.

### **Office of the Speaker**

#### **Secretary to the Speaker (New Grade)**

- 3.8 Representation has been made for the creation of a grade of Secretary to the Speaker on the ground that there is a need for an officer to be in charge of the Office of the Speaker and to assist the Speaker in dealing with his official and social obligations/relations towards his stakeholders.

### **Recommendation 1**

- 3.9 We recommend the creation of a grade of Secretary to the Speaker. Appointment thereto should be made on an assignment basis from among serving officers not below the level of an Assistant Permanent Secretary.**

- 3.10 Incumbent would be called upon, among others, to: oversee the day-to-day running of the Office of the Speaker and ensure the Speaker's requirements are met; provide a high-level administrative support to the Speaker over the full range of his responsibilities; assist the Speaker to deal with his official and social relations with Members of the National Assembly, other persons and external bodies; and provide accurate and timely advice/briefing to the Speaker and follow up progress where necessary.

### **Robing Allowance**

- 3.11 A Robing Allowance of Rs 4800 yearly is being paid to the Clerk of the National Assembly, Deputy Clerks and Clerk Assistants. We are retaining this provision, whilst revising the quantum of the allowance.

## Recommendation 2

- 3.12 We recommend that the yearly Robing Allowance payable to the Clerk of the National Assembly, Deputy Clerks and Clerk Assistants be revised to Rs 5100.**

### Time Off/Overtime Allowance to officers in the grades of the Hansard Unit

## Recommendation 3

- 3.13 We recommend that officers in the grades of Hansard Editor and Assistant Hansard Editor as well as officers of the Hansard Reporter and Sub Editor Cadre, who during parliamentary sittings, are required to work outside normal working hours should continue to be granted time off or paid overtime.**

### Staggered Hours

- 3.14 By virtue of the duties performed, the Hansard Editor and Assistant Hansard Editor as well as officers in the grades of Assistant Hansard Reporter and Sub Editor, Hansard Reporter and Sub Editor, Senior Hansard Reporter and Sub Editor, and Chief Hansard Reporter and Sub Editor are required to work at staggered hours. **This element has been taken into account in arriving at the recommended salaries of these grades.**

### Parliamentary ICT and Broadcast Units

- 3.15 The Parliamentary ICT Unit, which is primarily responsible for computerisation at the National Assembly is headed by the Parliamentary ICT Manager. The latter is assisted by officers in the grades of Deputy Parliamentary ICT Manager, Parliamentary ICT Officers and Parliamentary ICT Support Officers.
- 3.16 On the other hand, the Broadcast unit, which is responsible for the live Broadcasting of Parliamentary sittings is made up of a three-level structure comprising officers in the grades of Manager, Broadcast; Operations Officer, Broadcast; and Assistant Operations Officer, Broadcast.
- 3.17 The main representations for these two units in the course of this exercise were to: merge them into a single unit to be known as Digital Services Unit given that both units operate conjointly; restyle the grades of Parliamentary ICT Manager, Deputy Parliamentary ICT Manager and Audio Visual Operator into more appropriate appellations; provision of the grades of Digital Specialist and Assistant Digital Specialist with a view to absorb officers of the two units into these two grades and abolish the grade of Manager, Broadcast in view of the proposed restructuring.
- 3.18 During consultations, we clearly explained to the parties concerned as to why, for technical reasons, several of the above proposals, including the absorption of incumbents in the existing grades into the new ones, could not be acceded to. Nonetheless, at the request of Management, we carried out a site visit at the Parliamentary ICT and Broadcast Units to better understand the nature of work performed by the officers who are attached thereto. During the visit, we took note that the National Assembly has progressed a lot in terms of ICT Infrastructure. Further, due to lack of staff in a few of the technical grades, the National Assembly has allocated these duties to officers in other grades against payment of appropriate

allowances. It is also having recourse to the services of an Audio Video Executive from the Open University of Mauritius to assist the Broadcast unit on the eve and on Parliamentary sitting days. After having taken cognisance of the work pattern and nature of duties performed by incumbents in certain grades, we staunchly believe that not all the existing grades of these two units are warranted on a permanent basis. We, accordingly, advised Management to come up with a proper re-structuring to ensure that there is full time job for all grades and that human resources are not underutilised.

- 3.19 However, when new submissions were subsequently received, we noted that they were more or less similar to what had been proposed earlier. In the given circumstance, we are maintaining the present structure. As regards, the restyling of the Parliamentary ICT Manager and Deputy Parliamentary ICT Manager into Director, Digital Services and Assistant Director, Digital Services respectively, we could not accede to same in view of salary implications. However, we are reviewing the existing appellations to more befitting ones to better reflect the duties being performed. We have also, in the course of this review, carried out a fresh job evaluation exercise to ensure that the salaries granted to the different grades are commensurate with the level of duties performed.

### **Restyling of grades**

- 3.20 As mentioned above, we could not accede to the restyling of the grades of Parliamentary ICT Manager and Deputy Parliamentary ICT Manager. However, to better reflect the nature of duties performed by the incumbents, we are reviewing the appellation of the grades to more appropriate ones.

### **Recommendation 4**

- 3.21 We recommend that the grades of Parliamentary ICT Manager and Deputy Parliamentary ICT Manager be restyled as hereunder:**

<b>Grade</b>	<b>Restyled to</b>
<b>Parliamentary ICT Manager</b>	<b>Manager, Parliamentary Digital Services</b>
<b>Deputy Parliamentary ICT Manager</b>	<b>Deputy Manager, Parliamentary Digital Services</b>

### **Specific Condition of Service**

#### **Health Surveillance**

#### **Hansard Reporter and Sub Editor Cadre**

- 3.22 In the performance of their duties, officers of the Hansard Reporter and Sub Editor Cadre are required to constantly wear earphones as well as view their monitor throughout the day. Hence, they are prone to be affected among others, by computer vision syndrome; suffer from strain injuries and other painful conditions affecting muscles and tendons. We are thus reiterating the recommendation for the health surveillance of these officers.

**Recommendation 5**

**3.23 We recommend that the National Assembly should:**

- (i) liaise with the Occupational Safety and Health Unit of the MPSAIR to arrange for frequent occupational safety and health audits in order to identify any threat to safety and health for the officers of the Hansard Unit and to provide remedial measures thereby; and**
- (ii) also make arrangement with the Health Authorities for a medical surveillance for these officers.**

**Officers of the Parliamentary ICT Unit**

3.24 By virtue of the work carried out by the officers of the Parliamentary ICT Unit, they are required to focus extensively on screens which may lead to eye fatigue and other health related issues. It is therefore vital to provide the employees with a proper medical screening. We are recommending accordingly.

**Recommendation 6**

**3.25 We recommend that the National Assembly should make necessary arrangements with Health Authorities, for its employees in IT grades to undergo a medical surveillance, including regular health check ups, free of charge.**

**NATIONAL ASSEMBLY****SALARY SCHEDULE**

<b>Salary Code</b>	<b>Salary Scale and Grade</b>
02 000 114	<b>Rs 132000</b> Clerk of the National Assembly
02 092 102	<b>Rs 69800 x 2000 - 75800 x 2150 - 82250 x 3000 - 88250 x 3125 - 94500</b> Deputy Clerk, National Assembly Secretary to the Speaker (New Grade)
02 065 092	<b>Rs 33175 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 64400 x 1800 - 69800</b> Clerk Assistant, National Assembly
10 073 092	<b>Rs 40300 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 64400 x 1800 - 69800</b> Manager, Broadcast

Salary Code	Salary Scale and Grade
04 073 092	<p><b>Rs 40300 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 64400 x 1800 - 69800</b></p> <p>Manager, Parliamentary Digital Services <i>formerly Parliamentary ICT Manager</i></p>
04 061 088	<p><b>Rs 29875 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 62700</b></p> <p>Deputy Manager, Parliamentary Digital Services <i>formerly Deputy Parliamentary ICT Manager</i></p>
04 048 080	<p><b>Rs 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250</b></p> <p>Parliamentary ICT Officer</p>
08 075 092	<p><b>Rs 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 64400 x 1800 - 69800</b></p> <p>Hansard Editor</p>
08 058 088	<p><b>Rs 27400 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 62700</b></p> <p>Assistant Hansard Editor</p>
08 068 084	<p><b>Rs 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 55900</b></p> <p>Chief Hansard Reporter and Sub Editor</p>
08 062 081	<p><b>Rs 30700 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 50900</b></p> <p>Senior Hansard Reporter and Sub Editor</p>
08 054 077	<p><b>Rs 25000 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 44800</b></p> <p>Hansard Reporter and Sub Editor</p>
08 032 069	<p><b>Rs 17305 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 36550</b></p> <p>Assistant Hansard Reporter and Sub Editor</p>

Salary Code	Salary Scale and Grade
10 047 079	<p><b>Rs 21850 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 47675</b></p> <p>Operations Officer, Broadcast</p>
10 033 071	<p><b>Rs 17565 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 37450 x 950 - 38400</b></p> <p>Assistant Operations Officer, Broadcast</p>
04 031 069	<p><b>Rs 17045 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 36550</b></p> <p>Parliamentary ICT Support Officer</p>
10 026 065	<p><b>Rs 15745 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 33175</b></p> <p>Audio Visual Operator</p>
05 072 096	<p><b>Rs 39350 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 64400 x 1800 - 69800 x 2000 - 75800 x 2150 - 77950</b></p> <p>Parliamentary Librarian and Information Officer</p>
05 061 088	<p><b>Rs 29875 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 62700</b></p> <p>Assistant Parliamentary Librarian and Information Officer</p>
05 047 079	<p><b>Rs 21850 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 47675</b></p> <p>Library Officer</p>
16 043 071	<p><b>Rs 20500 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 37450 x 950 - 38400</b></p> <p>Senior Pre-Press Officer</p>

Salary Code	Salary Scale and Grade
16 040 068	<p><b>Rs 19525 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 35650</b></p> <p>Pre-Press Officer</p>
24 025 058	<p><b>Rs 15485 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400</b></p> <p>Driver</p>
24 022 055	<p><b>Rs 14725 x 250 - 15225 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 25525</b></p> <p>Library Auxiliary/Senior Library Auxiliary <i>formerly Library Attendant/Senior Library Attendant</i></p>
24 018 048	<p><b>Rs 13745 x 230 - 13975 x 250 - 15225 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225</b></p> <p>Handy Worker</p>

