

31 MINISTRY OF GENDER EQUALITY, CHILD DEVELOPMENT AND FAMILY WELFARE

- 31.1 The Ministry of Gender Equality, Child Development and Family Welfare envisions to have a society which is free from violence, exploitation and discrimination where the fundamental rights of women and children are respected and where human values within the family and the civil society are cherished. It is responsible for the formulation and implementation of policies for the rights and welfare of women, children and families.
- 31.2 The mission of the Ministry is to frame and execute policies and programmes/projects geared towards upgrading the status of women, children and family, safeguarding their rights and protecting them against all kinds of abuse and discrimination while empowering women through basic skills development and entrepreneurship development.
- 31.3 The Ministry carries out its activities through different units, namely, Child Development Unit, Family Welfare and Protection Unit, Home Economics Unit, Gender Unit and Planning and Research Unit. It also has under its *aegis* the National Women's Council, the National Children's Council and the National Women Entrepreneur Council which have been ascribed specific roles and functions to enable the Ministry to achieve its objectives efficiently and effectively.
- 31.4 During consultations with management, much emphasis was laid on paragraphs 48-50 of the Government Programme 2015-2019 which makes mention of the coming up of a new legislation on women, children, community care and protection including the introduction of a new Children's Bill. The Ministry was apprised that any new position in line with the Children's Bill would be considered once the Bill is proclaimed. In view of the continuous increase in family/social problems and inadequate staffing structure, shortcomings have been noted in the delivery of services. The Ministry has accordingly made proposals to review the present structure to meet the objectives of its mandate and better serve its stakeholders. Request from the staff side has also been made that, in view of the increase in the number of projects/programmes, there is need to increase the establishment size to meet the challenges. The main demands of both Management and Staff side relate to the creation, restyling and upgrading of some posts.
- 31.5 However, the profiles for almost all the new grades requested were not submitted to the Bureau for salary grading and inclusion in this Report. A revamping of the present structure, based on functional needs, would be considered on an *ad hoc* basis after the publication of this Report.

31.6 We are, therefore, in this Report, maintaining the present organisation structure and other provisions while revising the salary scales of existing grades and improving existing conditions of work. We are also making provision for a new grade of Documentalist which profile has been submitted to the Bureau.

Child Development Unit

Commuted Allowance

31.7 The Head, Child Development Unit is required to be 'On-Call' after normal working hours, during weekends and public holidays. Incumbent is presently paid a monthly commuted allowance for monitoring and supervising the duties of a team after normal working hours. The allowance is being maintained in this Report.

Recommendation 1

31.8 We recommend that the Head, Child Development Unit should continue to be paid a monthly Commuted Allowance of Rs 6100 for monitoring and attending to cases related to child abuse/violence after normal working hours, during weekends and public holidays.

Family Welfare and Protection Unit

Commuted Allowance

31.9 The Head, Family Welfare and Protection Unit is presently being paid a monthly commuted allowance as incumbent is required to be "On-Call" to monitor and supervise the duties of officers in the unit after normal working hours. We are maintaining the allowance.

Recommendation 2

31.10 We recommend that the Head, Family Welfare and Protection Unit should continue to be paid a monthly Commuted Allowance of Rs 6100 for monitoring and attending to cases related to domestic violence after normal working hours, during weekends and public holidays.

Family Welfare and Protection Officer

31.11 Presently, Family Welfare and Protection Officers are appointed by selection from among candidates possessing a Diploma in Social Work/Social Studies/Social Welfare/Psychology/Sociology or an alternative equivalent qualification. It has been submitted that the Family Welfare and Protection Officers possessing a degree in the relevant field are required to shoulder higher responsibilities to meet the demand of various stakeholders and therefore, should be compensated adequately. We are agreeable to this proposal and are making appropriate provision.

Recommendation 3

31.12 We recommend that officers in the grade of Family Welfare and Protection Officer possessing a Degree in Social Work/Social Studies/Social Welfare/Psychology/ Sociology or an alternative equivalent qualification and who are regularly called upon to shoulder higher responsibilities, should be allowed to move incrementally up to salary point Rs 40800 after drawing their top salary for a year.

Time Off Facilities

31.13 The Ministry organises several activities on “Community Child Watch” and “Child Mentoring”, among others, regularly outside normal working hours and the services of the Family Welfare and Protection Officers are required to ensure a citizen-centric service. Both Management and the staff side have submitted that these officers cannot be properly compensated by way of time off for the extra hours of work put in because of the specificity of their jobs. We are agreeable to this request and are making appropriate provisions.

Recommendation 4

31.14 We recommend that arrangements should be made for incumbents in the grade of Family Welfare and Protection Officer who are required, on a regular basis, to put in additional hours of work to cope with the demands of their job, be granted equivalent time off for the extra hours put in. However, where it has not been possible for Management to grant, upon application, time off within a period of four months, the officers should be compensated at the normal hourly rate, subject to having put in a minimum of 15 extra hours in a month.

Allowance (Hot Line Service)

31.15 The Ministry operates a 24-hour Hot Line Service to provide first hand counselling and advice to the public on any family related issue/problem and in particular to desperate persons who are in urgent need of help and support. Officers who attend to the Hot Line Intervention are being granted an all-inclusive allowance and this arrangement is being maintained.

Recommendation 5

31.16 We recommend that officers who are required to answer phone calls received after office hours during weekdays, weekends and public holidays through the three digits Hotline Intervention of the Ministry for the purpose of first hand counselling, advice or intervention into family and child abuse/violence cases, as appropriate, should be paid an all-inclusive allowance as follows:-

Period	All-inclusive Allowance
Weekdays From 1600 hours to 0900 hours the following day	Rs 325 per day/night period
Saturdays, Sundays and Public Holidays From 0900 hours to 0900 hours the following day	Rs 450 per day/night period

Risk Allowance

31.17 Presently, officers of the Child Development Unit and Family Welfare and Protection Unit who, by nature of their work, are exposed to very risky situations/environment are being paid a monthly Risk Allowance. We are maintaining this allowance.

Recommendation 6

31.18 We recommend that officers working in the Child Development Unit and Family Welfare and Protection Unit who, by nature of their work, are exposed to very risky situations and environment be paid a monthly Risk Allowance equivalent to one and a half increments at the initial of their respective salary scales.

Documentalist (New Grade)

31.19 There is a Documentation Unit at the Ministry. Management has submitted that the Unit is presently not fully equipped and no longer responds to its needs. Hence, there is an urgent need for a dedicated grade to be responsible for the re-organisation of this unit. We favour this request for the benefit of the organisation and the service it provides.

Recommendation 7

31.20 We recommend the creation of a grade of Documentalist. Appointment thereto, should be made by selection from among candidates possessing a Cambridge School Certificate with credit in five subjects including English, French and Mathematics and a Certificate in Library Studies or an alternative equivalent qualification.

31.21 Incumbent would be required, *inter-alia*, to assist in the administration and management of the Documentation and Research Unit; select, acquire, and classify catalogue/periodicals/publications; maintain and update records; and provide research assistance on matters pertaining to Gender, Family and Children issues.

Home Economics Unit

Senior Home Economics Officer

31.22 In our last Report, provision was made for those Senior Home Economics Officers possessing the relevant Degree or an alternative equivalent qualification to be compensated adequately since they are required to shoulder responsibilities at a higher level. We are maintaining this provision.

Recommendation 8

31.23 We recommend that officers in the grade of Senior Home Economics Officer possessing a Degree in Home Economics or Home Science or Food Science or an alternative equivalent qualification and who are regularly called upon to shoulder higher responsibilities, should continue to be allowed to move incrementally up to salary point Rs 49950 after drawing their top salary for a year.

Psychologist

31.24 At present, Psychologists of the Ministry possessing a postgraduate qualification in Clinical Psychology or Counselling Psychology who are required, over and above their normal duties, to provide clinical services to children and their families, are paid an allowance. We consider that this provision should be maintained. In addition, we are restyling the grade to a more appropriate job appellation in consonance with the level of duties being performed by incumbents and also providing for enhanced career earnings.

Recommendation 9

31.25 We recommend that the grade of Psychologist be restyled Psychologist/Senior Psychologist.

31.26 We further recommend that officers in the grade of Psychologist/Senior Psychologist *formerly Psychologist* possessing a postgraduate qualification in Clinical Psychology or Counselling Psychology with clinical experience and who are required to provide clinical services to children and their families, over and above their prescribed duties should continue to be paid an allowance equivalent to two increments at the point reached in their salary scale subject to the approval of the Supervising Officer.

“On-Call” and “In-Attendance” Allowances

31.27 The payment of “On-Call” and “In-Attendance” Allowances to officers in several grades for the provision of an emergency service after office hours on a rotational basis and to attend to people in distress at nights, during weekends and on Public Holidays, is being maintained.

Recommendation 10

31.28 We recommend that officers of the Ministry who are “On-Call” and required to attend to emergencies during “On-Call” be paid allowances as follows:-

Grade	Period	“On-Call” Allowance Rs	“In-Attendance” during On Call Rs/hour
Psychologist	Weekdays 1600 hours to 0900 hours the following day	Rs 300 daily	Rs 150 per hour of attendance up to a maximum of Rs 600 per day/night period.
	Saturdays, Sundays and Public Holidays 0900 hours to 0900 hours the following day	Rs 450 daily	Rs 150 per hour of attendance up to a maximum of Rs 900 per day/night period.
Coordinator	Weekdays 1600 hours to 0900 hours the following day	Rs 250 daily	***
	Saturdays, Sundays and Public Holidays 0900 hours to 0900 hours the following day	Rs 375 daily	***
Principal Family Welfare and Protection Officer	Weekdays 1600 hours to 0900 hours the following day	Rs 165 daily	
Senior Family Welfare and Protection Officer Senior Child Welfare Officer (Personal)	Saturdays, Sundays and Public Holidays 0900 hours to 0900 hours the following day	Rs 250 daily	***
Inspector of Police Police Sergeant	Weekdays 1600 hours to 0900 hours the following day	Rs 165 daily	Rs 80 per hour of attendance up to a maximum of Rs 480 per day/night period.

Grade	Period	“On-Call” Allowance Rs	“In-Attendance” during On Call Rs/hour
Police Constable Child Welfare Officer(Personal) Nursing Officer Family Welfare and Protection Officer	Saturdays, Sundays and Public Holidays 0900 hours to 0900 hours the following day	Rs 250 daily	Rs 80 per hour of attendance up to a maximum of Rs 640 per day/night period.
Care Worker	Weekdays 1600 hours to 0900 hours the following day	Rs 125 daily	Rs 65 per hour of attendance up to a maximum of Rs 390 per day/night period.
	Saturdays, Sundays and Public Holidays 0900 hours to 0900 hours the following day	Rs 185 daily	Rs 65 per hour of attendance up to a maximum of Rs 520 per day/night period.
Driver	Weekdays 1645 hours to 0745 hours the following day	Rs 105 daily	***
	Saturdays, Sundays and Public Holidays 0745 hours to 0745 hours the following day	Rs 155 daily	
	*** Overtime at the rates in force for attendance outside normal working hours.		

**MINISTRY OF GENDER EQUALITY, CHILD DEVELOPMENT,
AND FAMILY WELFARE**

SALARY SCHEDULE

Salary Code	Salary Scale and Grade
02 000 106	Rs 122000 Permanent Secretary
23 054 081	Rs 25525 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450 Co-ordinator Family Counselling Officer
19 059 085	Rs 29400 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950 Psychologist/Senior Psychologist <i>formerly Psychologist</i>
23 057 076	Rs 27850 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 48425 Principal Family Welfare and Protection Officer
05 044 067	Rs 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 36200 Documentalist (New Grade)
23 052 072	Rs 23975 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325 Senior Family Welfare and Protection Officer
23 038 070	Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 39575 Family Welfare and Protection Officer
18 038 067	Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350 Enforcement Officer

Salary Code	Salary Scale and Grade
24 022 051	Rs 12750 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 Driver
24 019 045	Rs 11970 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 20050 Gardener/Nursery Attendant
24 018 044	Rs 11710 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 Security Guard (Personal)
24 016 043	Rs 11200 x 250 – 11450 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19200 Stores Attendant
24 001 038	Rs 7800 x 200 – 8000 x 205 – 8820 x 230 – 10200 x 250 – 11450 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17375 General Worker
GENDER UNIT	
23 090 092	Rs 72400 x 1950 – 74350 x 2825 – 77175 Head, Gender Unit
23 069 085	Rs 38350 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950 Gender and Development Officer
HOME ECONOMICS UNIT	
23 075 091	Rs 46900 x 1525 – 49950 x 1625 – 62950 x 1850 – 68500 x 1950 – 74350 Head, Home Economics Unit (Personal)
23 058 075	Rs 28625 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 46900 Senior Home Economics Officer

Salary Code	Salary Scale and Grade
23 038 070	Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 39575 Home Economics Officer
23 026 059	Rs 13790 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 29400 Instructor (Personal)
CHILD DEVELOPMENT UNIT	
23 090 092	Rs 72400 x 1950 – 74350 x 2825 – 77175 Head, Child Development Unit
23 030 063	Rs 14875 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 Child Welfare Officer (Personal)
23 023 058	Rs 13010 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 28625 Child Care Worker <i>formerly Care Worker</i>
PLANNING AND RESEARCH UNIT	
23 090 092	Rs 72400 x 1950 – 74350 x 2825 – 77175 Head, Planning and Research Unit
23 054 081	Rs 25525 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450 Research Officer
FAMILY WELFARE AND PROTECTION UNIT	
23 090 092	Rs 72400 x 1950 – 74350 x 2825 – 77175 Head, Family Welfare and Protection Unit
