

1. OFFICE OF THE PRESIDENT

- 1.1 The Office of the President is established under the Constitution of Mauritius to assist the President of the Republic in her duties to preserve, protect and defend the Constitution and promote National Unity. Its vision is to have a country where the rights of every citizen are respected according to the Constitution and vulgarising the Mauritian Republic as a nation.
- 1.2 The objectives of the Office of the President are, among others, to: issue the writ of Elections; organise the protocol to put in place a Government of the day and the Leader of the Opposition; hold activities/functions which bring together all the different communities of the country and other islands; and organise functions to receive dignitaries of the level of Head of States.
- 1.3 The overall administration of the Office rests upon the Secretary to the President. He is assisted in his tasks by officers of the Administrative cadre, General Services and other specific grades.
- 1.4 In the context of this Review, representation has been made for upgrading the salary of the grade of Secretary to the President. During consultation, Management was informed that salaries of Chief Executives would be examined horizontally taking into consideration, amongst others, the relative levels of responsibility, accountabilities and scope of activities.

Secretary to the President

- 1.5 Provisions exist to assign the duties of Secretary to the President to a Permanent Secretary who would, *inter alia*, advise the President in carrying out her constitutional/official obligations and be responsible for the overall day-to-day administration of the Office of the President. **This arrangement is being maintained.**

OFFICE OF THE PRESIDENT SALARY SCHEDULE

Salary Code	Salary Scale and Grade
02 000 106	Rs 122000 Secretary to the President
08 061 075	Rs 30950 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 46900 Personal Secretary

Salary Code	Salary Scale and Grade
26 044 072	Rs 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325 Maintenance Officer
26 029 062	Rs 14600 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 31725 Assistant Maintenance Officer
11 050 070	Rs 22575 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 39575 Household Supervisor
24 044 070	Rs 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 39575 Chef
24 033 065	Rs 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 34350 Assistant Chef (Roster)
11 036 059	Rs 16725 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 29400 Housekeeper
24 036 056	Rs 16725 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 27075 Senior Field Supervisor
24 030 055	Rs 14875 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 26300 Chauffeur
22 022 055	Rs 12750 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 26300 Telephonist (Shift)
24 030 054	Rs 14875 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 25525 Butler

Salary Code	Salary Scale and Grade
24 030 053	Rs 14875 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 24750 Senior Household Attendant
24 020 046	Rs 12230 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 20525 Household Attendant (Roster)
11 023 053	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 – 24750 Housekeeper's Assistant
24 036 052	Rs 16725 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 23975 Head Gardener/Nursery Attendant Personal Attendant
24 022 047	Rs 12750 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21000 Senior Gardener/Nursery Attendant
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
24 027 056	Rs 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 27075 Leading Hand/Senior Leading Hand <i>formerly Leading Hand</i>
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
24 018 044	Rs 11710 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 Security Guard

Salary Code	Salary Scale and Grade
24 015 040	Rs 10950 x 250 – 11450 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 18075 Caretaker Laundry Attendant Sanitary 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
