

14. PART-TIME EMPLOYMENT

- 14.1 Work is generally considered as part-time when employees are contracted to work for anything less than the normal basic full-time hours, i.e. a part-time job is a form of employment that carries fewer hours per week than a full time job.
- 14.2 According to International Labour Organisation Convention, the term “Part-time Worker” means an employed person whose normal hours of work are less than those of comparable full-time workers.” However, it is interpreted differently according to each country’s national law.
- 14.3 In the 2008 PRB Report, the Bureau introduced the concept of Part-Time Employment in the Public Sector with a view to allowing public officers aged 50 or more (officers below the level of Principal Assistant Secretary and officers who are not in scarcity areas) to opt for part-time work for the rest of their career and also to attend to family obligations and thus allowing such workers the chance for a better balance between working life and family responsibilities. Part-time employment thus offers employers greater flexibility to respond to market requirements and also permits productivity gains.
- 14.4 In Mauritius, the practice of part-time working though not widespread in the Public Sector, is still predominant in the Municipal Councils and District Councils. The District Councils usually have recourse to part time employees in manual grades such as Sanitary Attendant, Library Attendant, Village Hall Attendant and T.V. Attendant and in a few non-manual grades like Sewing Teacher and Asian Languages Teacher. In the Municipal Councils, the part-timers are employed mainly as Dressmaking Teacher, Instructor/Instructress or Animateur (Embroidery, Music, Photography, Yoga and Sport). These part-time employees generally put in between 18 hours and 28 hours weekly.
- 14.5 In the 2008 PRB Report, the Bureau recommended the following provisions with regard to part-time employment:
- (a) Heads of Ministries/Departments and Chief Executives of Parastatal Bodies and Local Authorities may enlist the services of part-time employees. However, the recruitment of such employees should be made according to the existing procedures as for full-time employees.
 - (b) All new grades identified which could be filled by part-time employees should be submitted to the MCSAR, which would examine each case on its own merits before submission to the High Powered Committee for approval.
 - (c) Public officers aged 50 or more holding substantive appointments may be allowed to opt for part-time work for the rest of their career, subject to the exigencies of the service. This provision should not apply to officers in scarcity areas as well as to officers of the level of Principal Assistant Secretary and above. However, consideration could also be given to

public officers (particularly working mothers), although below 50 years, who would wish to avail themselves of the above recommendation to attend to family obligations.

- (d) The pay for part-time workers recruited would, in principle, be on a pro-rata basis, that is, a proportion of the full-time rate of pay appropriate to the net number of hours worked. With regard to the pay of serving officers who opt for part-time working, the pay would be the salary point drawn, on a pro-rata basis, at the time of exercising the option and the officer would continue to be eligible for the annual increment.
- (e) Once the *modus-operandi* of part-time working in respect of any grade is determined by the Ministry/Department/Organisation, the advice of the Pay Research Bureau should, invariably, be sought through the MCSAR for pay determination.
- (f) For pension purposes, any period of part-time working for officers holding substantive appointment would be reckoned as pensionable service but on a pro-rata basis.

14.6 So far, the advice of the Bureau has not been sought through the MCSAR from any public officer who may have opted for part-time employment for the rest of his career. In this Report, we are maintaining the existing provisions.

Recommendation

14.7 We recommend that the provision governing part time employment, as enumerated above, be maintained.

14.8 However, we recommend that the MCSAR carries out a survey to gauge the effectiveness of our recommendation and the extent to which part-time employment could be implemented in the Public Sector.

Conditions of Service

14.9 With regard to conditions of service, they should, in principle, be in line with those recommended for part-time employees in this Report. We reproduce hereunder the salient ones.

Annual Leave for Part-time Employees

14.10 A part-time employee, who has been in continuous employment for a period of 12 consecutive months, should be entitled to 14 working days of annual leave in the case of part-time work that covers five days or more in a week. In the case of part-time work of less than five days a week, the number of annual leave shall be pro-rated. A day of leave is reckoned as the day or part thereof the employee is expected to be on duty.

Sick Leave for Part-time Employees

- 14.11 (i) A part-time employee, who has been in continuous employment for 12 consecutive months and who in principle puts in less than 40 hours of work weekly, should continue to be eligible for sick leave on a pro-rata basis depending on the number of hours of work per week based upon the principle of 12 working days' sick leave annually for a 40-hour working week.
- (ii) Sick leave unutilised at the end of the year, out of the annual entitlement of 12 working days, up to a maximum of six days, should be paid in cash each year at the rate of 1/22 of the monthly salary per day.
- (iii) The refund of unutilised sick leave in respect of a part-time employee who puts in less than 40 hours of work weekly should be computed on a pro-rata basis depending on the number of hours of work per week.
