

## 1. AAPRAVASI GHAT TRUST FUND

- 1.1 The Aapravasi Ghat Trust Fund (AGTF) set up in 2001 by the AGTF Act No. 31 of 2001, as subsequently amended in 2006 and 2011, operates as a body corporate under the Ministry of Arts and Cultural Heritage. The Aapravasi Ghat marks one of the biggest waves of immigration to Mauritius and the AGTF works in consonance with the UNESCO Heritage Convention.
- 1.2 Its objectives are, *inter alia*, to establish and promote Aapravasi Ghat as a national, regional and international memorial site; preserve and restore the aesthetic and architectural aspects of the site; set up a museum at the Aapravasi Ghat and create awareness of the history of the site and encourage and support projects and publications related to the Indentured Labour System. It also has to identify and acquire sites, buildings and structures and establish link with history of the arrival of immigrants and promote social and cultural aspects of the Aapravasi Ghat.
- 1.3 The AGTF is headed by a Director, who is responsible for the day-to-day management of the organisation, and is assisted in his functions by officers of the Research and Technical Unit, Interpretation Centre, Administrative and Finance Section and employees in the Workmen's Group.
- 1.4 For this review, the main submissions of both the staff side and Management pertain to, *inter alia*, a review of the salary scale of several grades and the creation as well as the restyling of certain grades. The staff side additionally pointed out that several grades were vacant and claimed that this situation was impeding service delivery at the AGTF.
- 1.5 Both parties were apprised of the Bureau's policy for the creation as well as the restyling of grades. Appropriate explanations were also given for those requests which could not be acceded to. Management was also advised to fill in vacant posts to ensure a smooth functioning of the organisation.
- 1.6 Management clarified the issue raised by the Union and stated that certain positions are still vacant for want of fund. However, it affirmed that needful would be done and maintained that there is need for creation of the grades of Procurement Officer and Office Management Assistant and the restyling of the grades of Accounting Technician and Research Assistant.
- 1.7 The Bureau has analysed the submissions of all stakeholders and considers that, Management should carry **out a Human Resource Planning exercise to identify the need for additional HR resources and initiate appropriate remedial measures to fill in vacant posts at the earliest for effective delivery of services.** Whereas, the creation of the grade of Assistant Procurement and Supply Officer on the establishment of the AGTF is being recommended.

**Assistant Procurement and Supply Officer (New Grade)**

- 1.8 The Management of the AGTF has requested for the creation of the grade of Procurement and Supply Officer as currently an officer of the General Services is performing all the duties pertaining to procurement, under the supervision of the Manager, Procurement and Supply from the parent Ministry. Moreover, the Internal Control Report has highlighted that there should be an officer of the Procurement and Supply Cadre to assume the responsibilities of the procurement activities. In line with the rationalisation of the Procurement and Supply Cadre across the PSBs, the Bureau is providing for the first level in the Procurement and Supply Cadre.

**Recommendation 1**

- 1.9 We recommend the creation of a grade of Assistant Procurement and Supply Officer. The mode of appointment should be as recommended in the Introductory Chapter of this Volume.**

- 1.10 Incumbent would be required to, among others, perform procurement and supply; warehouse and stock control operations and maintain updated records of transaction in compliance with the provisions laid down in the Financial Management kit and regulations made under the Procurement Act 2006 and other regulations in force, as appropriate; assist assignments related to procurement and supply, warehouse and stock control operations; and operate e-procurement and inventory management systems.

**Human Resource Officer/Senior Human Resource Officer**

- 1.11 Human Resource Officer/Senior Human Resource Officers possessing the relevant Diploma are allowed to move incrementally beyond their top salary subject to meeting certain criteria. **Recommendation thereto related has been made in the Introductory Chapter of this Volume.**

**Programme Co-ordinator**

- 1.12 Presently, incumbents in the grade of Programme Co-ordinator possessing a Diploma in Administration or Management or Human Resource Management or Heritage Studies or History or Museum Studies or an equivalent qualification acceptable to the Board are allowed to proceed incrementally beyond the Qualification Bar (QB) in the salary scale of the grade. **This recommendation is being maintained.**

**1. AAPRAVASI GHAT TRUST FUND****SALARY SCHEDULE**

**AGTF 1 : Rs 10250 x 175 – 10775 x 200 – 11775 x 205 – 12595 x 230 – 13975 x 250  
– 15225 x 260 – 17825 x 275 – 18925 x 300 – 19525 x 325 – 21150**

General Worker

**1. AAPRAVASI GHAT TRUST FUND (Contd)**

- AGTF 2 : Rs 13745 x 230 – 13975 x 250 – 15225 x 260 – 17825 x 275 – 18925 x 300 – 19525 x 325 – 21475 x 375 – 21850**  
Gateman  
Site Attendant
- AGTF 3 : Rs 13975 x 250 – 15225 x 260 – 17825 x 275 – 18925 x 300 – 19525 x 325 – 21475 x 375 – 22225 x 400 – 23025**  
Stores Attendant
- AGTF 4 : Rs 14475 x 250 – 15225 x 260 – 17825 x 275 – 18925 x 300 – 19525 x 325 – 21475 x 375 – 22225 x 400 – 23425**  
Surveillant  
*formerly Security Guard*
- AGTF 5 : 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**  
Office Attendant/Senior Office Attendant
- AGTF 6 : 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**  
Driver/Office Attendant
- AGTF 7 : 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 – 28225**  
Site Conservation Worker
- AGTF 8 : Rs 15225 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 – 29875**  
Receptionist/Telephone Operator
- AGTF 9 : 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 x 825 – 31525**  
Field Guide  
Ticket/Sales Officer
- AGTF 10 : Rs 16525 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 – 34000**  
Clerk Assistant

**1. AAPRAVASI GHAT TRUST FUND (Contd)**

- AGTF 11 : Rs 16785 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 – 34825**  
Clerical Officer/Higher Clerical Officer (Personal to incumbents in post as at 31.12.15)  
Clerk/Word Processing Operator
- AGTF 12 : 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 – 34825**  
Heritage Guide/Public Outreach Officer
- AGTF 13 : Rs 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**  
Management Support Officer
- AGTF 14 : Rs 19850 x 325 – 21475 x 375 – 22225 x 400 – 23425 x 525 – 26050 x 675 – 27400 x 825 – 35650 x 900 – 37450**  
Accounts Clerk  
Assistant Procurement and Supply Officer (New Grade)  
Executive Officer (Personal to incumbents in post as at 31.12.15)
- AGTF 15 : Rs 21475 x 375 – 22225 x 400 – 23425 x 525 – 26050 x 675 – 27400 x 825 – 35650 x 900 – 37450 x 950 – 42200 x 1300 – 43500**  
Confidential Secretary
- AGTF 16 : Rs 24475 x 525 – 26050 x 675 – 27400 x 825 – 35650 x 900 – 37450 x 950 – 42200 x 1300 – 43500**  
Financial Operations Officer  
*formerly Financial Officer*
- AGTF 17 : Rs 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 – 42200 QB 43500 x 1300 – 44800**  
Programme Co-ordinator
- AGTF 18 : 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**  
Human Resource Officer/Senior Human Resource Officer
- AGTF 19 : 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**  
ICT Technician

**1. AAPRAVASI GHAT TRUST FUND (Contd)**

**AGTF 20 : Rs 23950 x 525 – 26050 x 675 – 27400 x 825 – 35650 x 900 – 37450 x 950 – 41250 QB 42200 x 1300 – 46100 x 1575 – 49250 x 1650 – 50900**

Accounting Technician

**AGTF 21 : Rs 27400 x 825 – 35650 x 900 – 37450 x 950 – 42200 x 1300 – 46100 x 1575 – 49250 x 1650 – 54200 x 1700 – 62700**

Administrative Secretary

Marketing Officer

Research Assistant

**AGTF 22 : Rs 29050 x 825 – 35650 x 900 – 37450 x 950 – 42200 x 1300 – 46100 x 1575 – 49250 x 1650 – 54200 x 1700 – 62700**

Documentalist

**AGTF 23 : Rs 29050 x 825 – 35650 x 900 – 37450 x 950 – 42200 x 1300 – 46100 x 1575 – 49250 x 1650 – 54200 x 1700 – 64400 x 1800 – 69800**

Archaeologist

Heritage Interpretation Manager

Historian

Researcher

World Heritage Site Assistant Manager

**AGTF 24 : Rs 40300 x 950 – 42200 x 1300 – 46100 x 1575 – 49250 x 1650 – 54200 x 1700 – 64400 x 1800 – 69800 x 2000 – 73800**

Head, Research and Documentation Unit

World Heritage Site Manager

**AGTF 25 : Rs 49250 x 1650 – 54200 x 1700 – 64400 x 1800 – 69800 x 2000 – 75800 x 2150 – 77950**

Head, Technical Unit

**AGTF 26 : Rs 103875**

Director





