

14. EMPLOYEES' WELFARE FUND

- 14.1 The Employees' Welfare Fund (EWF), which was set up in 1991, became a corporate body in 1995 with the enactment of the Employees' Welfare Fund Act. It operates under the *aegis* of the Ministry of Finance, Economic Planning and Development and aims to be the leading welfare institution for employees and their families.
- 14.2 To this end, the EWF provides various types of loan such as Education Loan, Car/Motorcycle Loan, Welfare Loan, Green Loan, Medical Loan and Loan for people with disabilities. Provision of loan, particularly Education Loan, is in fact the main activity of the Fund and represents more than 68% of its overall operations. In line with its mandate, the EWF also organises leisure and welfare activities for the employees and their families; facilitates access to affordable holiday packages, both locally and abroad; and manages projects such as Sodnac Wellness Park, St Felix Wellness Park and Sea View Calodyne Hotel, among others. Further, with the objective of extending its facilities to employees in Rodrigues, the EWF in partnership with the Rodrigues Administration has opened an office in Port Mathurin since May 2005.
- 14.3 At its initial stage of operation some 25 years back, the EWF was serviced by officers on secondment from other government institutions. Subsequently, the 2003 PRB Report made provision for a few General Services grades on its establishment to enable it to discharge its responsibilities in a more efficient and effective manner. From then to our last Report, the Bureau has created several dedicated grades on the establishment of the EWF in an endeavour to enable the Fund to enhance capacity of its service delivery. Today, the organisation structure consists of a General Manager at the apex, who is assisted by a Deputy General Manager and technical, administrative and supporting staff at various levels.
- 14.4 For this review exercise, the Union submitted its proposals but at a later stage, withdrew same on the ground that it would either submit a new memorandum or would make a joint submission with Management. Although no new/joint submission was received we have nevertheless noted that quite a few of the proposals that were made by the Union are rather similar to those submitted by Management. In effect, the latter in its submission has requested for a restructuring of the existing departments through the creation of various grades particularly at operational level to assist the head of the different units in the discharge of their duties. Further, in lieu of the polyvalent grade of Technical Officer, it has requested that specific grades be provided for its various units. It has also proposed for the restyling of certain grades and amendments to a few existing schemes of service including that of the Deputy General Manager. Proposal has equally been made for certain functions to be placed under the appropriate section/department which is not presently the case. For instance, it has been argued that the Loan Unit should fall under the Finance, Accounting, Loan and Legal Department and not under the Administration Department.
- 14.5 All these representations, which have been thoroughly examined and lengthily discussed during consultations, are elaborated in the ensuing paragraphs. We have

also, in the course of this review, conducted a job re-evaluation exercise taking into account the evolution in the jobs, among others, to ensure that the recommended salaries commensurate with the qualifications requirement and duties being currently performed.

Deputy General Manager

- 14.6 The grade of Finance Manager was restyled Deputy General Manager in the EOAC Report. Moreover, to reflect the new appellation, recommendation was made for the grade to be entrusted with some additional responsibilities such as deputising for the General Manager and overseeing the operational activities in addition to managing the financial operations of the Fund.
- 14.7 In the course of this review, emphasis has been laid on the fact that with the creation of the grade of Accountant in our last Report, the duties relating to finance now devolve upon the latter grade. Consequently, the nature of duties performed by the Deputy General Manager has significantly changed and the latter is now called upon to operate at a more strategic level such as assisting in policy formulation; co-ordinating and overseeing all operational activities of the Fund as well as implementing Quality Management Systems. In this perspective, Management has requested for the scheme of service of the grade to be reviewed to reflect the nature of work performed and the salary to be adjusted to commensurate with what is obtainable in other institutions for similar level of responsibilities/functions. In the same breath, request has also been made for the length of experience required for the grade to be raised from five to eight years.
- 14.8 We have scrupulously examined the Job Description Questionnaire of the incumbent as well as the prescribed scheme of service of the grade and are inclined to concur that the current scheme of service does not reflect the duties being performed. Furthermore, as these duties are of a permanent nature, the scheme of service, therefore, needs to be updated to match with the evolution of the job. However, on the basis of qualifications requirement of moreover similar grades in the public sector, we hold that the length of experience required is adequate. Concerning the recommended salary of the grade, it has been set taking into account internal and external parity with grades having rather same level of duties and responsibilities.

Recommendation 1

- 14.9 We recommend that the scheme of service of the grade of Deputy General Manager should be amended to reflect the additional duties being performed. We have also taken into consideration all the additional compensable factors in arriving at the recommended salary of the grade.**

Technical Officer

- 14.10 In the 2008 PRB Report, following a request from Management and based on the merit of the case, we provided the EWF with a level of Technical Officer (Legal) as it had been argued at that time that there was need for a level to be responsible for all legal

documents and activities in respect of loans and investment management of the EWF. The qualification recommended for the grade was a Diploma in Legal Studies.

- 14.11 Subsequently, the EOAC Report recommended that the grade of Technical Officer (Legal) be restyled into that of Technical Officer. The EOAC also recommended that in future the grade should be filled by selection from among officers possessing a Degree in Management or Finance or Social Work or Administration and uplifted the salary. The arguments supporting the recommendations were that the officers needed to be multi-skilled and polyvalent so that they could be posted to any of the units of the EWF namely HR, Loan and Welfare/Public Relations besides the Legal Unit.
- 14.12 However, during the consultative meeting with Management for this review, we were informed that the grade of Technical Officer could not operate as a polyvalent one as recommended in the EOAC Report. In fact, the nature of work performed in the different units are specific to the unit and requires particular qualification/knowledge/expertise. Hence, the officers cannot be rotated to the other units. It has also notably been averred that the existing qualifications requirement of the grade are not in consonance with the set of duties performed in certain units such as the HR Unit.
- 14.13 In the face of such a situation, Management submitted that the Technical Officers be assigned specific job appellations based on the units where they are posted and that the scheme of service of the grade be reviewed with qualification corresponding to the nature of duties performed. For technical reasons, the request for the restyling could not be entertained and Management was informed and explained accordingly. However, to address the situation, the Bureau made certain proposals to which Management was agreeable.
- 14.14 We are, therefore, with the concurrence of Management, providing for specific grades which will take over the duties previously devolving on the Technical Officer posted to that section. The mode of appointment for each of the new grades are specified under the respective sections where they have been created. As regards the request of Management to absorb the existing Technical Officers in the new grades, same could not be considered by the Bureau since selection, appointment and promotion are human resource issues which should be dealt with by the EWF.

Recommendation 2

- 14.15 We recommend that the grade of Technical Officer be made evanescent. A personal salary is being provided to the Technical Officers in post.**

Human Resource, Administration and Customer Care Department

- 14.16 Presently, the Administration, HR and Loan Units are housed under the Administration Department. The overall responsibility of the department rests upon the Administrative Manager. In view of the nature of duties pertaining to the Loan Unit which is mostly finance based, Management has proposed that it be relocated to the Finance Department. In fact, the relocation of a Unit to another department is the

prerogative of Management. The Bureau, therefore, does not have any objection thereto.

Human Resource Unit

14.17 The HR Unit is responsible for the conduct of duties relating to recruitment, promotion, retirement, employee relations and other human resource functions. The Unit is presently headed by a Technical Officer who works under the responsibility of the Administrative Manager. Necessary assistance to the Technical Officer is provided by officers of the General Services grades.

14.18 In view of the growing importance of HR matters nowadays and given the qualifications requirement of the grade of Technical Officer which is not in consonance with the set of duties performed in the HR Unit, Management has requested that it be provided with specific HR grades to properly manage its HR functions and address all HR issues with due diligence.

14.19 Based on the strength of the above arguments already explained at paragraph 14.14, we are providing for a dedicated grade of Human Resource Management Officer.

Human Resource Management Officer (New Grade)

Recommendation 3

14.20 We recommend the creation of a grade of Human Resource Management Officer. Appointment thereto, should be made by selection from among candidates possessing a Degree in Human Resource Management or Management with specialisation in Human Resource Management or an equivalent qualification acceptable to the Board and reckoning at least three years' post qualification experience in the field of Human Resource Management.

14.21 Incumbent would be required, among others, to manage the various Human Resource functions, such as recruitment and training and development; develop and implement policies relating to human resource management within the organisation; be responsible for the organisation of Induction and Orientation Programme for new recruits; cater for employees' welfare, health and safety issues and keep abreast with all applicable laws relating to Human Resource and advise Management on such matters; and take actions to ensure compliance within the organisation.

Administrative Unit

14.22 The Administrative Unit provides support services to the other departments and sections. Apart from the Administrative Manager who heads the Department, the Unit is also manned by an Administrative Secretary, an Administrative Assistant as well as officers of the General Services grades. The representations made regarding this Unit pertain to raising the qualifications requirement of the grade of Administrative Manager from a Degree to a Master's Degree and for the creation of a grade of Office Management Assistant against abolition of the grade of Higher Executive Officer on

vacancy. We have scrupulously examined these proposals and are acceding to only those which are meritorious.

- 14.23 Concerning the request for the salary of the grade of Office Attendant to be aligned with that of the Driver/Office Attendant or alternatively to create a grade of Attendant/Senior Attendant to compensate the incumbents for lack of career prospect, the Bureau provided appropriate explanations and reasons as to why the request could not be retained.

Administrative Manager

- 14.24 The grade of Administrative Manager is currently filled from serving officers of the EWF possessing a Degree in Business Administration or Public Administration or related fields and reckoning at least five years' experience in the relevant field. In its submission, Management has requested that the grade be filled from candidates possessing a Degree in Business Administration or Public Administration together with a Master's qualification and reckoning at least five years' working experience in the relevant field. While we are raising the qualifications requirement, we are also maintaining the present mode of appointment, that is, from serving officers. We are also making provision for the post to be filled from external candidates should there not be qualified or suitable candidates from within the organisation.

Recommendation 4

- 14.25 We recommend that the grade of Administrative Manager should, in future, be filled from serving officers possessing a Degree in Business Administration or Public Administration or an equivalent qualification acceptable to the Board and a Master' Degree in Business Administration or Public Administration or an equivalent qualification acceptable to the Board and reckoning at least five years' experience in the relevant field. In the absence of qualified serving officers, the grade should be filled from external candidates possessing the required qualifications.**

Finance, Accounting, Loan and Legal Department

- 14.26 The Finance Department is responsible for the core functions, that is, all financial operations of the Fund. As mentioned earlier, the Loan Unit which was previously housed under the Administration Department has been relocated under the Finance Department in view of the nature of duties performed. Similarly, proposal has been made for the Legal Section which presently falls under the direct supervision of the General Manager to be placed under the Finance Department notably as the legal aspects relate to loans. The other proposals received for this particular Department are expounded in the ensuing paragraphs.

Finance Unit

- 14.27 The current structure of the Finance Unit consists of the Accountant at the apex who is assisted in his tasks by Accounting Technicians, Accounts Clerks and officers of the General Services grades. We have in the course of this review received proposals for the upgrading/restyling of the grades of Accountant and Accounting Technician.

**Accountant/Senior Accountant
formerly Accountant**

14.28 Request has been made for the grade of Accountant to be restyled into Finance and Loan Manager. In examining the request, we have gone through the Job Description Questionnaire and taken into account the enlarged span of control, increased level of accountability and the duties and responsibilities that would devolve upon the incumbent with the integration of the Legal and Loan Units to the Finance Department. Considering that mainly Accounting Technician and General Services grades will report to the Accountant and that with the new set up, the nature of the additional duties will not be of an extensive financial administration type, the proposed appellation would not be appropriate and has, therefore, not been retained. However, bearing in mind the increased duties and responsibilities as well as what is obtainable in other public sector bodies, we are restyling the grade to an appellation which is reflective of the nature thereof.

Recommendation 5

14.29 We recommend that the grade of Accountant be restyled Accountant/Senior Accountant. This element has been reflected in the recommended salary of the grade.

**Accounting Technician/Senior Accounting Technician
formerly Accounting Technician**

14.30 A proposal has been made by Management for the grade of Accounting Technician to be restyled into Accounting Technician/Senior Accounting Technician together with an upgrading of the salary. Request has also been made to amend the scheme of service of the grade so that in future, it is filled from qualified serving officers and in their absence, from outside candidates possessing the required qualification. In examining these proposals, we have re-assessed the grade which has confirmed the increased responsibilities devolving upon it. Hence, we consider that the necessary criteria have been met so as to warrant a favourable consideration. As regards the qualification requirement, we consider same to be appropriate based on what is obtainable for similar position across the public sector. Besides, the existing scheme of service of the grade does not preclude serving officers possessing the prescribed qualifications requirement from applying for the job.

Recommendation 6

14.31 We recommend that the grade of Accounting Technician be restyled Accounting Technician/Senior Accounting Technician. This element has been reflected in the recommended salary of the grade.

Loans Unit

14.32 The present structure of the Loan Unit consists of a Technical Officer at the head, an Accounts Clerk and officers of the general services. It has been averred that due to high turnover among the officers of the general services posted to the Unit, there is often disruption in the smooth delivery of services. Furthermore, the present structure

does not provide for an appropriate supervisory level which could improve the work process. Consequently, the Technical Officer has to devote more time to simple supervisory/operational issues, thus, impacting on his scheduled work. Given that the Unit is engaged in the core business of the EWF, Management has, accordingly, impressed upon the Bureau for the Unit to be properly structured with the creation of dedicated grades to ensure effective and efficient service delivery.

- 14.33 Based on present and planned duties and responsibilities that would devolve on the Unit and having regards to the shortcomings of the present structure, we are providing for a dedicated cadre to staff this Unit, which the EWF was already informed of. So, Management proposed the creation of the level of Head of Unit with an appropriate appellation, which would be filled from candidates possessing a Degree in Finance or Accounting. It also requested that in addition to the first level which should be filled from serving officers, a supervisory level be created.
- 14.34 After a careful analysis of the proposal against the background as already elaborated, we believe that a three-level structure would be adequate to meet the objectives. At the third level, we consider that incumbent should, besides possessing the required qualification, be in a position to technically supervise and mentor officers in the lower levels. Consequently, we believe that some experience in the cadre should be a pre-requisite to qualify for the post. In so doing, we would also be providing a career path to serving officers.

Chief Finance and Loan Officer (New Grade)

Recommendation 7

- 14.35 **We recommend the creation of a grade of Chief Finance and Loan Officer. Appointment thereto, should be made by selection from among Senior Finance and Loan Officers possessing a Degree in Management with Finance or Accounting or an equivalent qualification and from candidates possessing a Degree in Management with Finance or Accounting or an equivalent qualification and reckoning at least three years' post qualification experience in Finance or Accounting.**
- 14.36 Incumbents would be required, amongst others, to: supervise the work of junior officers; ensure completeness of all files prior to approval; assist Management for approval of loans; advise customers as and when required; devise procedures and policies to deliver internal and external customer service; develop and train employees; build up a good organisation's team spirit; and maintain good customer service.

Senior Finance and Loan Officer (New Grade)

Recommendation 8

- 14.37 **We recommend the creation of a grade of Senior Finance and Loan Officer. Appointment thereto, should be made by selection from among Finance and Loan Officers reckoning at least four years' service in a substantive capacity in the grade. In the absence of qualified Finance and Loan Officers, appointment**

should be made by selection from among Management Support Officers and Accounts Clerks reckoning at least four years' experience in matters related to loans and finance.

- 14.38 Incumbents will be required, *inter alia*, to: assist the Chief Finance and Loan Officer in the supervision and management of the loan section; examine loan application and verify eligibility of applicants; compute repayment capacity of applicants and guarantor for credit rating; assist in the preparation of loan documents; review loan documents for errors and compliance issues; and participate in sales meetings or events whenever needed.

Finance and Loan Officer (New Grade)

Recommendation 9

- 14.39 We recommend the creation of a grade of Finance and Loan Officer. Appointment thereto, should be made by selection from Clerical Officer/Higher Clerical Officers who have served for at least four years in a substantive capacity in the grade. In the absence of qualified candidates, appointment should be made from among outside candidates possessing a Cambridge Higher School Certificate with Accounting at Principal level and having at least four years' experience in administration and finance.**

- 14.40 Incumbents will be required, *inter alia*, to: inform customers on the different types of loans, options and services EWF provides; carry out proper analysis and evaluation of the applicants' financial status to determine the feasibility of granting a loan; input applicants' details for loan on the Flexcube Loan Software for processing; review loan agreements and ensure that they are complete and accurate in line with the established practice; keep abreast of new types of loan and other financial services and products in order to meet customers' needs; and handle customers' complaints and take appropriate action thereon.

Legal Unit

- 14.41 Presently, a Technical Officer is in charge of the Legal Unit and he is assisted by officers of the General Services grades. Management requested for the creation of a support level to provide the necessary assistance to the head of the Unit. In justification for its request, Management has informed that there is need for someone having legal knowledge and experience to provide the necessary assistance. The option of providing support by officers belonging to the General Services grades is considered to be inappropriate as they do not possess the relevant background and exposure.
- 14.42 We are, in accordance with paragraph 14.14, providing for a grade of Legal Management Officer. Based on the organisational requirements, we are also making provision for a grade of Legal Support Officer.

Legal Management Officer (New Grade)**Recommendation 10**

- 14.43 We recommend the creation of a grade of Legal Management Officer. Appointment thereto, should be made by selection from among candidates possessing a Degree in Law and Management or an equivalent qualification acceptable to the Board and reckoning at least three years' post qualification experience in the legal and administrative field.**
- 14.44 Incumbent in the grade of Legal Management Officer would be required, *inter alia*, to: assist in the drafting of standard documents in respect of loans; liaise with legal advisors and to attend court; follow-up cases which may require recovery through the Attorney-at-Law; offer legal and technical advice to the Board and Management; deal with correspondences, collate information and write reports in matters relating to legal studies; advise Management on legal, governance, accounts and tax implications of proposed policies; and monitor changes in relevant legislation and the regulatory environment.

Legal Support Officer (New Grade)**Recommendation 11**

- 14.45 We recommend the creation of a grade of Legal Support Officer. Appointment thereto, should be made by selection from among candidates possessing a Diploma in Legal Studies or an equivalent qualification acceptable to the Board together with two years' relevant experience in the legal field.**
- 14.46 Incumbent in the grade of Legal Support Officer will be required, among others, to: perform compliance reviews of internal processes and procedures to assess adherence to policies and regulations; have a good understanding of the applicable laws and the regulatory framework of the Fund and determine what policies are applicable and needed; ensure that the internal processes are performed in compliance with the internal processes and procedures as per the policies and regulations of the organisation; and assist the Legal Management Officer in reviewing and updating procedures in line with the changes in legislation and the business environment.

Project and Welfare Department

- 14.47 Another main function of the EWF is to cater for the welfare of Mauritian employees and their families. To this effect, the Fund has set up a Project and Welfare Department which is responsible for the implementation of all existing and future welfare/wellbeing projects of the Fund.
- 14.48 The department is headed by a Project Manager who is assisted by a Technical Officer and officers of the General Services grades. In view of the increasing number of welfare projects being implemented by the EWF such as Sodnac Wellness Park, Recreational Park at Agalega and St Felix, various holiday schemes and upcoming new projects, request has been made to review the existing set up of the Unit so as to ensure an effective functioning thereof. To this effect, proposals have been made for the grade

of Project Manager to be upgraded to reflect the level of responsibilities shouldered and that appropriate grades be created.

- 14.49 We have scrupulously examined the proposals and found that prior to the EOAC Report, the existing grades at that time were adequate, based on the needs of the EWF. However, with the EOAC Report, the grade of Technical Officer (as explained at paragraphs 14.10 to 14.14) which was subsequently filled, carried the same salary as the Project Manager though reporting to the latter. This constituted a conspicuous anomaly which could have been warded off had the implementation issues been communicated to the Bureau for the 2016 Report. Nevertheless, we are addressing same in this Report.
- 14.50 Based on the restructure, the grade of Project Manager is called upon to head a cadre involved in Project Management as well as welfare activities, where the next in command would be the grade created to take over the duties presently devolving on the Technical Officer. Hence, we are providing a salary to this grade, reflective of duties and responsibilities of the grade, its span of control as well as internal parity. Since welfare is very prominent in the appellation as well as the main functions of the organisation, we are ensuring that the welfare aspect is reflected in the appellations of the grades involved in performing these duties.

Recommendation 12

- 14.51 We recommend that the grade of Project Manager be restyled Project and Welfare Manager. The prescribed duties and responsibilities of the grade, together with surrounding circumstances, have been reassessed and the results thereof have been used in arriving at the salary granted for this grade.**

Project and Welfare Management Officer (New Grade)

Recommendation 13

- 14.52 We recommend the creation of a grade of Project and Welfare Management Officer. Appointment thereto, should be made by selection from among candidates possessing a Degree in the field of Management or Communications or Marketing or Social Studies or an equivalent qualification acceptable to the Board and reckoning at least three years' post qualification experience in the project and welfare field.**
- 14.53 The Project and Welfare Management Officer would be required, *inter alia*, to: organise awareness campaign; act as interface and liaison officer between the EWF and its subsidiaries; assist in the implementation of projects and activities approved by the EWF; assist in the implementation of EWF Customer Charter; attend queries through website, social media, FAQs and any other forms of media; undertake general supervision duties and ensure smooth running of the Department; and devise procedures and policies to deliver internal and external customer service.

Internal Audit Section

14.54 The Internal Audit Section falls under the direct responsibility of the General Manager. Previously, the EWF was having recourse to services of private firms for the conduct of its internal audit function. To be in line with good governance principles, the Fund was, therefore, provided with a grade of Internal Auditor in the EOAC Report. In the course of this review, it has been reported that for the past few years, with an expansion of the activities of the EWF, there has been a corresponding expansion in the volume of audit related activities. In this perspective, a case has been made for the Internal Audit section to be reinforced with the creation of a level of Internal Audit Officer to provide support to the Internal Auditor/Senior Internal Auditor *formerly Internal Auditor*. We have examined the proposal against the background of organisational requirement and consider that the new grade may in fact contribute to the efficiency of the section. While we are acceding to the request, we are also providing for a proper appellation which besides reflecting the duties and responsibilities, is in alignment with what exists for similar positions in other Parastatal Bodies.

Internal Control Officer (New Grade)**Recommendation 14**

14.55 We recommend the creation of a grade of Internal Control Officer. Appointment thereto should be made from among candidates possessing a Cambridge Higher School Certificate with Accounting at principal level and reckoning at least two years' experience in accounting or management.

14.56 The Internal Control Officer will be required, among others, to: conduct, under the guidance of the Internal Auditor/Senior Internal Auditor *formerly Internal Auditor*, assignments in all operational areas of the EWF in accordance with internal audit programmes and procedures; carry out a continuous check on all the financial activities and transactions carried out; assist the Internal Auditor/Senior Internal Auditor *formerly Internal Auditor* in the preparation of audit work plans, including risk assessment; examine, evaluate and report on the adequacy and effectiveness of the internal control system; assist in the compilation of audit reports; report immediately suspected cases of irregularities; and report on internal control findings and propose corrective actions for deficiencies in the existing control systems.

14. EMPLOYEES' WELFARE FUND**SALARY SCHEDULE**

**EWf 1 : Rs 13745 x 230 - 13975 x 250 - 15225 x 260 - 17825 x 275 - 18925 x 300
- 19525 x 325 - 21475 x 375 - 22225**
Handy Worker

14. EMPLOYEES' WELFARE FUND (Contd)

- EWF 2 : 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 - 23950**
Office Attendant
- EWF 3 : 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
- EWF 4 : 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/Public Relations Assistant
Receptionist/Telephone Operator
- EWF 5 : 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
- EWF 6 : 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**
Finance and Loan Officer (New Grade)
Management Support Officer
- EWF 7 : 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
Executive Officer (Personal to incumbents in post as at 31.12.15)
- EWF 8 : Rs 19850 x 325 - 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**
Internal Control Officer (New Grade)
- EWF 9 : 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
- EWF 10 : Rs 24475 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 43500**
Higher Executive Officer

14. EMPLOYEES' WELFARE FUND (Contd)

- EWF 11 : 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**
Senior Finance and Loan Officer (New Grade)
- EWF 12 : 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**
Legal Support Officer (New Grade)
- EWF 13 : Rs 27400 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 47675**
Administrative Assistant
- EWF 14 : 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**
ICT Technician (Roster)
- EWF 15 : 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 - 54200 x 1700 - 57600**
Accounting Technician/Senior Accounting Technician
formerly Accounting Technician
- EWF 16 : 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
Chief Finance and Loan Officer (New Grade)
Human Resource Management Officer (New Grade)
Legal Management Officer (New Grade)
Project and Welfare Management Officer (New Grade)
Technical Officer (Personal)
- EWF 17 : Rs 28225 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 62700**
IT Officer
- EWF 18 : Rs 30700 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 64400 x 1800 - 69800**
Accountant/ Senior Accountant
formerly Accountant
Internal Auditor/Senior Auditor
formerly Internal Auditor

14. EMPLOYEES' WELFARE FUND (Contd)

EWF 19 : Rs 40300 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 64400 x 1800 - 69800

Administrative Manager
Project and Welfare Manager
formerly Project Manager

EWF 20 : Rs 68000 x 1800 - 69800 x 2000 - 75800 x 2150 - 82250 x 3000 - 88250 x 3125 - 94500

Deputy General Manager

EWF 21 : Rs 119500

General Manager



