

16. FASHION AND DESIGN INSTITUTE

- 16.1 The Fashion and Design Institute (FDI) was set up in 2008 to regroup the activities of the School of Design of the Industrial and Vocational Training Board and the Textile and Apparel Development Centre of Enterprise Mauritius. The intent at that time was to rationalise resources and foster a uniform and focussed development of the fashion industry. Today, the FDI aims to position itself as a regional hub for design education and research that shapes lives and society.
- 16.2 Conducting academic, professional, vocational and training programmes; engaging in research and consultancy activities; collecting, maintaining and disseminating literature and materials available in the field of fashion and design; providing technical assistance to manufacturers, designers and exporters of fashion and design; providing incubator services for the development of entrepreneurship; providing facilities for and engaging in professional development programmes targeted at industrial needs and establishing exchange programmes and courses with other institutions are some of the key services offered by the FDI.
- 16.3 The above activities are carried out through three distinct operational departments namely Learning and Training; Corporate Affairs and Business/Industry Development; and Research and Consultancy. These departments are manned by a workforce which comprises nine academics and 27 non-academic staff. A Director is presently at the helm of the organisation and is responsible for the smooth running of the Institute and the execution of the policies of the Board.
- 16.4 Except for revising the salaries of the existing grades, the Bureau did not make any provision for the FDI in its previous Report as profiles for proposed grades as well as additional information sought were not submitted. However, since the last Report till date, the Bureau has provided the salaries for quite a few grades created on an *ad hoc* basis on the establishment of the FDI.
- 16.5 In the context of this review exercise, the Union has urged for the creation of a grade of Senior Training Officer, restyling of the grade of Clerk/Word Processing Operator (Clerk/WPO) into Management Support Officer, upgrading and alignment of salaries of certain grades with what obtains in other institutions, creation of a Marketing department and the restyling/merging of the grade of Support Assistant with that of Senior Support Assistant. In so far as Management's proposals are concerned, the latter has supported some of the proposals made by the staff side and, in addition, has requested for the introduction of an allowance for its academics who have been assigned the duties of Head of Faculty/Department.
- 16.6 All these representations have been scrupulously examined and lengthily discussed with the parties concerned during the consultative meetings. Staff members who expressed the wish to depone were also heard and subsequently the views of Management were sought on several of these representations which basically pertained to implementation issues.

- 16.7 The existence of the grades of Lecturer and Senior Lecturer on the establishment of the FDI renders the creation of the grade of Senior Training Officer difficult. As regards the restyling of the grade of Clerk/WPO, the Bureau could not agree to same as the two grades are required to operate at different levels. Based on the existing structure, we are, however, providing for a higher level to cater for a career path for the serving officers. We have also not been able to retain the request for the merging of the grades of Support Assistant and Senior Support Assistant as the nature of duties performed by the two grades are completely different. Appropriate recommendations have, however, been made for these two grades. To enable us to formulate proper recommendations regarding the Head of Faculty/Department allowance being paid to the academics, we sought additional information. However, for want of same, we are not in a position to make any recommendation in this respect.
- 16.8 Overall, we consider the number of grades at the FDI to be adequate. We are, however, creating a grade of Management Support Officer; restyling the grade of Senior Support Assistant to a more befitting appellation and making recommendation for the scheme of service of the grade of Support Assistant to be amended. We have also, in the course of this exercise, re-assessed all the grades and taken into account all the necessary elements in arriving at the recommended salaries of the grades.

Management Support Officer (New Grade)

- 16.9 A case has been made by the staff side for the grade of Clerk/WPO to be restyled Management Support Officer (MSO) on the ground that the nature of duties performed by Clerk/WPOs and MSOs are similar. As explained earlier, we could not accede to this request as these two grades are required to operate at different levels. The grade of Clerk/WPO is the first level whilst incumbents in the grade of MSO should operate at a supervisory level. In view of the existing structure providing support services at the FDI, we, however, consider that there is reasonable ground for the creation of a grade of MSO on the establishment of the FDI to exercise supervision. Further, it will also provide a career path for the Clerk/WPOs. We are, thus, making an appropriate recommendation in that direction.

Recommendation 1

- 16.10 We recommend the creation of a grade of Management Support Officer. The mode of appointment and duties should be as recommended in the Introductory Chapter of this Volume.**

Workshop Assistant formerly Senior Support Assistant

- 16.11 As mentioned earlier, the request for the merging of the grades of Senior Support Assistant and Support Assistant could not be acceded to in view of the marked difference in the duties performed by the incumbents in the two grades. Further, while perusing the prescribed scheme of service of the grade of Senior Support Assistant, we have noted that it is filled through open competition and not from Support Assistants. Besides, incumbents in the grade are not required to supervise the work of

Support Assistants. In the circumstances, we consider the job title Senior Support Assistant to be misleading and are, therefore, restyling the grade to a more proper appellation to reflect the actual duties performed.

Recommendation 2

16.12 We recommend that the grade of Senior Support Assistant be restyled Workshop Assistant.

Scheme of Service - Support Assistant

16.13 During the consultative meetings, we were apprised that as per arrangements presently in force at the FDI, incumbents in the grade of Support Assistant are either posted to the Headquarters or the FDI Apparel Centre. While posted at the Headquarters, the incumbents are primarily required to provide assistance in the different units of the FDI whereas those posted at the FDI Apparel Centre perform machinist duties which require the possession of specific skills.

16.14 The existing scheme of service of the grade, however, does not portray a clear description of the actual duties being performed by the incumbents particularly for those posted at the FDI Apparel Centre. On the other hand, Management has confirmed the continued need for these two sets of duties. To address this issue, it may be argued that two different grades with specific duties could be provided on the establishment of the FDI. However, in view of the size of the organisation and given that the present arrangement is not hindering its proper functioning, it is considered that it would be more appropriate to have a polyvalent grade to perform these functions until such time that the organisation expands and requires a review of its organisation structure. In the given circumstances, we consider that the scheme of service of the grade should be reviewed and framed in such a manner that it encompasses both set of duties.

Recommendation 3

16.15 We recommend that the scheme of service of the grade of Support Assistant be amended to reflect the two sets of duties being performed by the incumbents at the Headquarters and the FDI Apparel Centre.

Technical Assistant/Senior Technical Assistant

16.16 Representations have been received from the staff side for the salary of the grade of Technical Assistant/Senior Technical Assistant to be aligned with what obtains for similar positions in other institutions. The Bureau has given due consideration to the request while conducting the job re-evaluation exercise, on the basis of which, we have provided an appropriate salary grading.

16. FASHION AND DESIGN INSTITUTE

SALARY SCHEDULE

**FDI 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

**FDI 2 : Rs 13745 x 230 - 13975 x 250 - 15225 x 260 - 17825 x 275 - 18925 x 300
- 19525 x 325 - 21475 x 375 - 21850**

Support Assistant

**FDI 3 : 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

**FDI 4 : 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**

Workshop Assistant
formerly Senior Support Assistant

**FDI 5 : 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 - 26725**

General Assistant
General Assistant (Personal to employees of the School of Design of Ex-
IVTB)

**FDI 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

**FDI 7 : 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

**FDI 8 : 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**

Technical Attendant (Maintenance) (Personal to employees of the School of
Design of Ex-IVTB)

16. FASHION AND DESIGN INSTITUTE (Contd)

FDI 9 : 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

Clerk/Word Processing Operator
Technical Assistant/Senior Technical Assistant
Technical Assistant/Senior Technical Assistant (Personal to employees of the School of Design of Ex-IVTB)

FDI 10 : 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 (New Grade)

FDI 11 : 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 Stores and Logistics Officer

FDI 12 : 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

FDI 13 : Rs 24475 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 43500

Executive Clerk (Personal to employees of the School of Design of Ex-IVTB)

FDI 14 : Rs 21850 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 37450 x 950 - 39350 QB 40300 x 950 - 42200 x 1300 - 46100 x 1575 - 47675

Instructor

FDI 15 : 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

Administrative Assistant
Assistant Finance Executive
Facilities and Maintenance Officer
IT Officer
Stores and Logistics Officer
Technician/Senior Technician

16. FASHION AND DESIGN INSTITUTE (Contd)

FDI 16 : Rs 27400 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 62700

Training Officer (Personal to employees of the School of Design of Ex-IVTB)
Training Officer (Personal to Training officers on the PPE of the Jewellery Centre of the MITD)

FDI 17 : Rs 29875 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 62700

Administrative Officer
Business Development Analyst
Business Development Officer (Ex-SMEDA) (Personal)
Marketing and Events Coordinator
Research Analyst
Resource Centre Coordinator
Training Officer

FDI 18 : Rs 30700 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 62700

Internal Auditor

FDI 19 : 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

Business Development Analyst (Personal to incumbents in the grade of Coordinator of the School of Design of Ex-IVTB)

FDI 20 : Rs 33175 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 64400 x 1800 - 69800

Administrative and HR Executive
Admissions, Examinations and Student Affairs Executive
Finance Executive
IT Executive
Lecturer
Media and Public Relations Executive
Project Executive
Quality Assurance Executive

FDI 21 : Rs 49250 x 1650 - 54200 x 1700 - 64400 x 1800 - 69800 x 2000 - 75800 x 2150 - 82250

Product and Business Development Manager
Senior Lecturer

16. FASHION AND DESIGN INSTITUTE (Contd)

FDI 22 : Rs 68000 x 1800 - 69800 x 2000 - 75800 x 2150 - 82250 x 3000 - 88250 x 3125 - 94500

Head, Business/Industry Development, Research and Consultancy
Head, Learning and Training
Head, Quality Assurance
Registrar

FDI 23 : Rs 119500

Director



