

69. NATIONAL WOMEN'S COUNCIL

- 69.1 The National Women's Council (NWC), a body corporate established under the National Women's Council Act No. 27 of 1985 as subsequently amended in 2016, operates under the *aegis* of the Ministry of Gender Equality and Family Welfare. The objects of the Council are to promote women's empowerment and gender equality; ensure and promote the active participation of women in the social, economic and political fields in order to further their overall empowerment; and provide a platform for women to voice their needs, concerns and aspirations.
- 69.2 As head of the NWC, the Manager is responsible for the execution of the policy of the Board and the day-to-day control and management. He also acts as Secretary to the Board and he is assisted in his functions by officers of the professional and technical cadres and the support services are provided by officers of the General Services grades and employees of the Workmen's Group.
- 69.3 In the context of this review exercise, representations have been received from the staff side for the merging of the grades of Supervisor and Programme Assistant; the upgrading of entry qualifications requirements for the grades of Family Support Officer, Programme Assistant, Programme Officer, and Programme Coordinator; and the review of salary of certain grades. The creation of a supervisory level for the Dress Making Unit was also canvassed.
- 69.4 In its submission, Management highlighted the need for the creation of the grades of Assistant Manager, Assistant Procurement and Supply Officer, Human Resource Management Officer, HR Assistants, IT Support Officer, Administrative Support Officer, Accountant, Procurement and Supply Officer, IT Officer/System Administrator and Secretary. The merging of the grades of Office/Field Assistant with Family Support Officer; General Worker with Office Attendant; and Programme Officer with Programme Coordinator were also proposed.
- 69.5 During consultations, stakeholders were informed that upgrading of qualification requirements of a grade depends on the functions thereto attached. Further request for creation of grade is entertained on the basis of operational need of the organisation; merging of grade is effected wherever demarcation of activities between two grades are blurred and no longer warranted or the two grades are similar in terms of entry requirements and duties and responsibilities; and salary would be looked into holistically.
- 69.6 For this review exercise, the Management of NWC was requested to provide further information and justification sustaining the request for the creation of the grades of Assistant Procurement and Supply Officer and IT Support Officer. **However, at a later stage, the Bureau was apprised that Management would not proceed further with its demands. Consequently, the organisation structure of the NWC is being maintained.**

Human Resource Officer/Senior Human Resource Officer

69.7 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.**

Adult Literacy Instructor/Instructress**Family Support Officer**

69.8 At present, officers in the grade of Family Support Officer are granted loan facilities for the purchase of a car of up to eight years old. We are extending this provision to incumbents in the grade of Adult Literacy Instructor/Instructress.

Recommendation 1

69.9 We recommend that officers in the grades of Adult Literacy Instructor/Instructress and Family Support Officer who hold a substantive appointment in their respective grade and who are required to perform regularly extensive field duties be granted loan facilities for the purchase of a car as per provision made at paragraph 16.2.45 (g) in Chapter Travelling and Car Benefits of Volume 1 of this Report.

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NWC 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
NWC 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 Office/Field Assistant
NWC 3	:	Rs 14475 x 250 – 15225 x 260 – 17825 x 275 – 18925 x 300 – 19525 x 325 – 21475 x 375 – 22225 x 400 – 23425 x 525 – 25525
		Craft Instructor
NWC 4	:	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
NWC 5	:	Rs 17565 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
		Driver (Heavy Vehicles above 5 tons)

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- NWC 6 : 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 – 31525**
Dressmaking Teacher
- NWC 7 : 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 – 33175**
Clerk, National Women's Council (Personal)
- NWC 8 : 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**
Adult Literacy Instructor/Instructress
Family Support Officer
- NWC 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
Programme Assistant
- NWC 10 : Rs 19850 x 325 – 21475 x 375 – 22225 x 400 – 23425 x 525 – 26050 x 675 – 27400 x 825 – 34825**
Senior Dressmaking and Craft Teacher
- NWC 11 : Rs 17305 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 – 35650**
Supervisor, Women's Association
- NWC 12 : 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
- NWC 13 : Rs 19525 x 325 – 21475 x 375 – 22225 x 400 – 23425 x 525 – 26050 x 675 – 27400 x 825 – 35650 x 900 – 37450**
Extension Officer (Personal) (Ex-SMEDA)
- NWC 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
Executive Officer (Personal to incumbent in post as at 31.12.15)

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NWC 15 : 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 x 1300 – 43500

Programme Officer

NWC 16 : Rs 24475 x 525 – 26050 x 675 – 27400 x 825 – 35650 x 900 – 37450 x 950 – 42200 x 1300 – 43500

Accounts Officer

NWC 17 : 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

NWC 18 : Rs 27400 x 825 – 35650 x 900 – 37450 x 950 – 42200 x 1300 – 46100 x 1575 – 49250 x 1650 – 54200 x 1700 – 62700

Programme Coordinator

NWC 19 : Rs 40300 x 950 – 42200 x 1300 – 46100 x 1575 – 49250 x 1650 – 54200 x 1700 – 64400 x 1800 – 69800 x 2000 – 73800

Manager



