

8. COMMISSION FOR YOUTH AND SPORTS, ARTS AND CULTURE, LIBRARY SERVICES, MUSEUM, ARCHIVES, HISTORICAL SITES AND BUILDINGS

- 8.0.1 The Commission encompasses under its responsibility the departments of: Youth and Sports; Arts and Culture; Library Services; and Museum, Archives, Historical Sites and Buildings. Its missions are to: create an enabling environment for the empowerment of Youth; promote mass and elite sports at the local, regional, national and international level; promote a reading culture among the Rodriguan population; and promote the development of a creative and cultural economy and foster the preservation of History and Heritage.
- 8.0.2 For the year 2020-2023, the Commission has set its strategic direction to: provide high quality youth infrastructure/structures and plans to meet the increasing needs and aspiration of youth; inculcate a culture of sports in the daily life of all Rodriguans; improve the library infrastructure and acquisition of quality and up-to-date reading materials in order to provide a conducive environment to learning and/or reading; inculcate a culture of excellence in Arts and Culture; and safeguard Rodrigues cultural identity, history and heritage.
- 8.0.3 The Departmental Head is the responsible and accounting officer of the Commission. He has the overall responsibility for the general and technical administration and management of the Commission.

8.1 Youth Division

- 8.1.1 The Youth Division of the RRA encompasses youth empowerment and youth recreational and community based programmes. It is responsible to ensure an enabling environment for the empowerment, general welfare and the overall well-being of youth.
- 8.1.2 Its main objectives are to provide and organise innovative programmes and activities for in-and-out-school youths of Rodrigues; equip the young people with the necessary knowledge, skills, values and attitudes to play their roles as responsible citizens and to deepen and widen the levels of participation of Rodriguan youths in decision-making with local and national development; provide adequate infrastructure and facilities for the practice of youth and leisure activities; and to assist the Rodrigues Regional Youth Council and youth groups/organisations of Rodrigues in the planning, programming and implementation of their activities and self-help projects, among others.
- 8.1.3 At present, the Youth Division consists of officers in the grades of Head, Youth Services; Principal Youth Officer; Senior Youth Officer and Youth Officer; and Organising Officer (Youth Counselling Centre).
- 8.1.4 In the context of this review exercise, the main request from both the Union and Management pertained to the creation of an additional level, namely, a Senior Organising Officer (Youth Counselling Centre).

- 8.1.5 Upon examining the proposal for the creation of a grade of Senior Organising Officer (Youth Counselling Centre), it was observed that there is one Youth Counselling Centre in Rodrigues which is manned by one Organising Officer, Youth Counselling Centre. Both Management and the staff side were, therefore, apprised of the Bureau's policy for the creation of grades which is based on the functional and organisational needs. The RRA was advised that such request may be considered at a later stage, subject to increase in the establishment size of the grade of Organising Officer, Youth Counselling Centre and an expansion of the activities of the Youth Counselling Centre.
- 8.1.6 The Bureau considers that the existing structure of the Youth Division is apt to deliver on its mandate. We are, therefore, bringing no change thereto.

Youth Officer

- 8.1.7 A Qualification Bar (QB) was inserted in the salary scale of the grade of Youth Officer to allow incumbents possessing a Diploma in Social Work from a recognised institution or an equivalent qualification to proceed incrementally beyond the QB in the salary scale recommended for the grade. **This arrangement which is still valid should continue.**

SALARY SCHEDULE

Salary Code	Salary Scale and Grade
	YOUTH DIVISION
02 000 107	Rs 110125 Departmental Head
26 051 074	Rs 23425 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 37450 x 950 - 41250 Inspector of Works
23 037 074	Rs 18650 x 275 - 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 - 41250 Organising Officer (Youth Counselling Centre) (Personal)

Salary Code	Salary Scale and Grade
23 030 070	<p>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 - 35650 x 900 - 37450</p> <p>Organising Officer (Youth Counselling Centre) (Future Holder)</p>
23 069 088	<p>Rs 36550 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 62700</p> <p>Head, Youth Services</p>
23 061 083	<p>Rs 29875 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200</p> <p>Principal Youth Officer</p>
23 055 080	<p>Rs 25525 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250</p> <p>Senior Youth Officer (Personal)</p>
23 055 079	<p>Rs 25525 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 47675</p> <p>Senior Youth Officer</p>
23 040 077	<p>Rs 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</p> <p>Youth Officer</p>
24 023 053	<p>Rs 14975 x 250 - 15225 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 24475</p> <p>Youth Centre Attendant (on roster)</p>
25 019 049	<p>Rs 13975 x 250 - 15225 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 22625</p> <p>Tradesman's Assistant</p>



8.2 Sports Division

- 8.2.1 The Sports Division is responsible for the formulation and administration of policies, projects and programmes relating to sports in Rodrigues. Its mission is to promote the development of mass and elite sports on local, national and international level.
- 8.2.2 Its main objectives are, *inter alia*, to: promote the development of physical and moral qualities as backbone of sports; educate the youth and the sport population and promote a spirit of best mutual understanding and friendship in view of promoting peace and harmony in Rodrigues; sell sports as a good product, thus giving it a good image at national and international level; and act as a facilitator to Sports organisations recognised by the Commission.
- 8.2.3 Currently, the Head, Sports is responsible for the smooth running of the activities of the Sports Division. The Division is also manned by officers in the grades of Sports Officer, Senior Coach, Coach and Technician (Youth and Sports) and officers from the general services and Workmen's Group.
- 8.2.4 For this Report, both the staff side and Management made submissions that difficulties were being faced due to the poor organisation and management of the activities of the Sports Division. Therefore, in view of the number of activities and infrastructure under the responsibility of the Sports Division, both parties made proposal for a reorganisation of all activities into six distinct Units. They further requested for the restyling of the grade of Head, Sports to Senior Sports Officer; and creation of the grades of Chief Sports Officer, Senior Technician (Youth and Sports), Physiotherapist/Senior Physiotherapist and Attendant (Sports) (Roster).
- 8.2.5 All parties were apprised of the Bureau's policy for the creation of grades which is based on the functional and operational needs of an organisation. They were also provided with explanations on instances wherein restyling of grades are considered, that is, the appellation of a grade should be in consonance with the nature and level of duties being performed.
- 8.2.6 The creation of different units should be considered by Management. As regards the requests for the restyling of Head, Sports to Senior Sports Officer and creation of a Chief Sports Officer, the Bureau informed that the request could not be entertained for technical reasons. For the proposal to create a grade of Senior Technician (Youth and Sports), both Management and the Union have stated that the number of athletes and people practicing sports activities are increasing, thereby leading to a rise in the number of infrastructure under the Sports Division. Also, to ensure the smooth maintenance of electronic equipment and lighting systems in all infrastructures, there is need to have a supervisory level.
- 8.2.7 Given there is only one Technician (Youth and Sports) in post, the Bureau considers that it would be more appropriate, in the first instance, to increase the establishment size of the grade and fill the vacant posts. The creation of a higher level of Senior Technician (Youth and Sports) may be contemplated in future whenever the functional

need warrants so. We consider that the present structure of the Sports Division is appropriate and is, therefore, maintained.

Coach Cadre

Recommendation 1

8.2.8 We recommend that new recruits joining the grade of Coach and who would be required to conduct coaching session in swimming should draw salary point of Rs 19525.

Time-Off facilities

Recommendation 2

8.2.9 We recommend that arrangements should continue to be made for officers of the Sports Officer Cadre and Coach Cadre who are required, on a regular basis, to put in additional hours of work to cope with the demands of their job, to be granted equivalent time-off for the extra hours put in. However, where it has not been possible for Management to grant, upon application, time-off within a period of four months, the officers should be compensated at the normal hourly rate, subject to their having put in a minimum of 15 extra hours in a month.

Physiotherapist/Senior Physiotherapist

8.2.10 In the context of this Report, representation has been received for the creation of the grade of Physiotherapist/Senior Physiotherapist for incumbents to be posted to the Sports Medical Unit of the Commission for Youth and Others so as to ensure the daily follow-up of athletes especially for their rehabilitation and re-education. As the grade already exists on the establishment of the RRA, we hold the view that the Commission for Health and Others should consider the advisability of increasing the establishment size of the grade of Physiotherapist/Senior Physiotherapist to enable officers to be posted on secondment to the Commission for Youth and Others.

SALARY SCHEDULE

Salary Code	Salary Scale and Grade
	SPORTS DIVISION
06 073 092	Rs 40300 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 64400 x 1800 - 69800 Head, Sports

Salary Code	Salary Scale and Grade
06 058 088	<p>Rs 27400 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 62700</p> <p>Sports Officer</p>
06 055 080	<p>Rs 25525 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250</p> <p>Senior Coach</p>
06 039 074	<p>Rs 19225 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 - 41250</p> <p>Coach</p>
22 035 072	<p>Rs 18100 x 275 - 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 - 39350</p> <p>Technician (Youth and Sports)</p>
24 027 060	<p>Rs 16005 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 - 29050</p> <p>Swimming Pool Attendant (on roster)</p>



8.3 Arts and Culture Department

- 8.3.1 The Arts and Culture Department is responsible for the formulation and administration of policies, projects and programmes relating to Arts and Culture. It aims at promoting arts and culture through cultural exchanges, assistance to artists and the development of a creative and cultural economy.
- 8.3.2 The main objectives of the Department are, among others, to: develop and promote arts and culture through devising and implementation of new policies; promote projects, programmes and activities relating to “la préservation de l’âme Rodriguaise”; encourage the development of a creative and cultural industry and promote the creation of creative businesses; and promote Rodriguan culture and heritage through research and publications.
- 8.3.3 At present, the Senior Culture Officer is the technical head of the Department. Incumbent is assisted by officers in the grades of Culture Officer and Arts Officer, employees pertaining to the Workmen’s Group and other support staff.
- 8.3.4 In the context of this review exercise, both Management and the Union made proposals for the creation of certain grades to further strengthen the structure of the department at different levels to enable it to meet its priority objectives. To this end, request has been made to create the grades of: Director, Arts and Culture; Senior Arts Officer; Theatre Organiser, Culture and Leisure Centre; and Attendant (Cultural and Leisure Centre) (on roster).
- 8.3.5 After examining the proposals and following the consultative meetings held, with the different stakeholders, we view that: a grade is created based on its functional need; grades which are urgently required may be created on an *ad hoc* basis after following the established procedures; the Bureau refrains, as far as possible, from creating stand-alone grades with no career/promotional avenues; Management may consider enlarging the schemes of service of existing grades to incorporate duties to be performed in specific divisions/departments/units and consolidating the schemes of service of common grades; and in certain cases, the establishment size at the lower level may be increased to justify the creation of a supervisory level, for a pyramidal structure to prevail.
- 8.3.6 For this review, we also received a request from Management for the creation of a grade of Public Address Operator (Roster) to be responsible for the operation of public address equipment for cultural activities and programmes organised by the different Commissions. As there already exists a grade of Audio Visual Assistant at the RRA, we advised Management to reconsider its proposal including the qualification requirement of the proposed grade and to resubmit same to the Bureau. For want of the information, we are unable to make any recommendation to that effect.
- 8.3.7 In this Report, we are making appropriate recommendations for proposals which we consider as meritorious. We are, as a result, restyling the grade of Senior Culture Officer to Head, Arts and Culture, while enriching its duties; abolishing the grade of

Trainee Arts Officer (Rodrigues); reviewing the scheme of service of the grade of Arts Officer (Rodrigues) and providing for Management of the RRA to increase the establishment size of the grade of Arts Officer (Rodrigues) and fill vacancies therein. In addition, we are recommending the creation of a grade of Theatre Organiser, Cultural and Leisure Centre; and retaining the grant of time-off facilities to Culture Officers and Arts Officers (Rodrigues).

Head, Arts and Culture formerly Senior Culture Officer

- 8.3.8 At present, the Senior Culture Officer is the technical head of the department who is supported in the performance of his duties by a Culture Officer. In the 2018/2019 Budget, the grade of Head, Arts and Culture has been created. During consultation, Management informed that the new grade of Head, Arts and Culture would reinforce the existing structure of the department and that there is need for a level to oversee the activities of the different units/sections namely Arts, Culture, Museum, Archives and Heritage.
- 8.3.9 We have examined the submission of Management and observed that the Senior Culture Officer is presently responsible for the promotion of Arts and Culture and preservation of the Cultural Historical Heritage of Rodrigues and there is a considerable overlapping of duties devolving upon the Senior Culture Officer and those to be performed by the Head, Arts and Culture. We have equally compared the structure with what obtains at the Ministry of Arts and Cultural Heritage and have noted that parity of structure would not be appropriate at this stage.
- 8.3.10 We, therefore, consider that the scheme of service of the grade of Senior Culture Officer has to be reviewed coupled with an enrichment of its duties mainly with regard to policy matters and restyling of the grade in consonance with the nature and level of duties that would devolve upon the incumbent.

Recommendation 1

8.3.11 We recommend that:

- (i) the grade of Senior Culture Officer be restyled Head, Arts and Culture; and**
- (ii) the scheme of service of the grade of Head, Arts and Culture formerly Senior Culture Officer be reviewed to include higher duties and responsibilities that would normally devolve upon a Head of a Department. This element has been taken into consideration in arriving at the recommended salary of the grade.**

- 8.3.12 Incumbent would, henceforth, be responsible to the Departmental Head for planning, coordinating and implementing policies programmes and projects relating to Arts and Culture, Museum, Archives and Heritage and *inter alia*: assist and advise the Departmental Head on the formulation of policies, programmes and projects; advise on the framing of appropriate legislation in the fields of Arts and Culture, Museum, Archives and Heritage in line with Government policy; ensure the proper functioning

of the Arts and Culture Department and Museum, Archives, Historical Site and Buildings Department; and plan and monitor the works of officers of the two departments.

Arts Officer (Rodrigues)

- 8.3.13 At present, recruitment to the grade of Arts Officer (Rodrigues) is made by appointment of Trainee Arts Officers (Rodrigues) who have successfully completed their training, which includes the obtention of a Diploma in an area of Arts from a recognised institution or by selection from among candidates possessing a Cambridge Higher School Certificate and a Diploma obtained after having successfully completed a one-year full-time course or a two-year part-time course in any one of the areas of Arts (cinema/film-production, dance, dramatic Arts, music, fine Arts and performing Arts).
- 8.3.14 During consultation, Management apprised the Bureau that candidates possessing a Diploma in the area of Arts are available in the market and hence, direct recruitment to the grade of Arts Officer (Rodrigues) could be envisaged, so that the grade of Trainee Arts Officer, which is vacant, may be abolished.
- 8.3.15 We have examined the request and are agreeable to the proposals made. However, the Bureau holds that newly recruited Arts Officers (Rodrigues) would have to undergo on-the-job training, as was previously required for Trainee Arts Officers (Rodrigues), prior to being appointed to the grade. We are, therefore, reviewing the qualifications requirement of the grade of Arts Officer (Rodrigues) to enable direct recruitment thereto, in line with what obtains in the Civil Service, while also providing for a proviso to be inserted in its scheme of service regarding the on-the-job training aspect.

Recommendation 2

8.3.16 We recommend that:

- (i) the position of Trainee Arts Officer (Rodrigues) be abolished;**
- (ii) in future, appointment to the grade of Arts Officer (Rodrigues) should be made by selection from among candidates possessing a Cambridge Higher School Certificate or passes in at least two subjects obtained on one Certificate at the General Certificate of Education 'Advanced Level' and a Diploma obtained after having successfully completed a one-year full-time course or a two-year part-time course in any one of the areas of Arts i.e. Cinema, Dance, Dramatic Arts, Music or a related area;**
- (iii) the scheme of service of the grade of Arts Officer (Rodrigues) be amended to include a proviso requiring candidates to undergo on-the-job training in all aspects of the work of an Arts Officer (Rodrigues) for a period of at least one year so that appointment to the grade in a substantive capacity would only be made on satisfactory completion of the training and on being favourably reported upon; and**

- (iv) **Management should stand guided by recommendation made in the Chapter Recruitment, Promotion and Retention in Volume 1 of this Report regarding the carrying out of a Human Resource Planning exercise prior to increasing the establishment size of the grade of Arts Officer (Rodrigues) and filling vacancies in the grade.**

Cultural and Leisure Centre

- 8.3.17 The Cultural and Leisure Centre at Mon Plaisir has been established for the promotion of arts and culture in the RRA with the vision to create a culture house. The Centre is being utilised by artists, aspiring artists and people interested in arts for promulgating artistic workshop, staging of play, music concert, spectacle and other artistic shows.
- 8.3.18 Following an increase in the number of users and booking of spaces at the Centre, both Management and the Union have requested for the creation of a grade of Theatre Organiser, Cultural and Leisure Centre, whereby incumbent would oversee and manage all cultural infrastructures.
- 8.3.19 In the above context, the Bureau carried out a site visit at the Cultural and Leisure Centre with respect to its functioning and staffing requirements. It was observed that the Centre comprises several infrastructures namely, a theatre, which is the largest seated space of the island, a music room, a dance room, a lobby and a polyvalent room; and that only an Office Auxiliary/Senior Office Auxiliary is posted thereat. We were equally apprised during the visit that the Centre is used on a regular basis by local artists and group, during weekdays, usually after normal working hours.
- 8.3.20 In the given circumstances, we subscribe to the proposal of Management and Union as regards the need for a dedicated technical grade to manage the spaces at the Cultural and Leisure Centre. We are, therefore, making an appropriate recommendation to this end.

Theatre Organiser, Cultural and Leisure Centre (New Grade)

Recommendation 3

- 8.3.21 **We recommend the creation of a grade of Theatre Organiser, Cultural and Leisure Centre. Appointment thereto should be made by selection from among candidates possessing a Cambridge Higher School Certificate or passes in at least two subjects obtained on one Certificate at the General Certificate of Education "Advanced Level" or an equivalent qualification.**
- 8.3.22 Incumbent would be required, *inter alia*, to: be responsible for the day-to-day administration of the theatre and other rooms/studio including matters pertaining to human resources, finance and procurement and supply; be responsible for all assets and equipment; make necessary arrangements for the holding of Cultural events; process booking for the theatre; prepare returns of events held at the theatre on a regular basis; and supervise the maintenance and renovation works at the Centre.

Time-Off Facilities

8.3.23 Presently, officers in the grades of Culture Officer and Arts Officer (Rodrigues) who are regularly required to work outside normal office hours are compensated by way of time-off as is the case for similar grades at the Ministry of Arts and Cultural Heritage in Mauritius. Whenever grant of time-off has not been possible due to exigencies of the service, the officers are compensated at normal hourly rate. We are, in this Report, retaining this provision.

Recommendation 4

8.3.24 We recommend that arrangements should be made for officers in the grades of Culture Officer and Arts Officer (Rodrigues) who are required, on a regular basis, to put in additional hours of work to cope with the demands of their job, to be granted equivalent time-off for the extra hours put in. However, where it has not been possible for Management to grant, upon application, time-off within a period of four consecutive months, the officers should be compensated at the normal hourly rate per extra hour, subject to having put in a minimum of 15 extra hours in a month.

SALARY SCHEDULE

Salary Code	Salary Scale and Grade
	ARTS AND CULTURE DEPARTMENT
05 073 094	Rs 40300 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 64400 x 1800 - 69800 x 2000 - 73800 Head, Arts & Culture <i>formerly Senior Culture Officer</i>
05 058 088	Rs 27400 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 62700 Culture Officer
05 038 077	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 - 44800 Arts Officer (Rodrigues)
24 023 056	Rs 14975 x 250 - 15225 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 Attendant/Senior Attendant (Arts and Culture) (on roster)

Salary Code	Salary Scale and Grade
25 019 049	<p>Rs 13975 x 250 - 15225 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 22625</p> <p>Tradesman's Assistant</p> <p style="text-align: center;">CULTURAL AND LEISURE CENTRE</p>
05 037 077	<p>Rs 18650 x 275 - 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 - 44800</p> <p>Theatre Organiser, Cultural and Leisure Centre (New Grade)</p>
22 035 072	<p>Rs 18100 x 275 - 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 - 39350</p> <p>Technician (Light and Sound)</p>



8.4 Library Services

- 8.4.1 The Library Services Division of the RRA aims, among others, to: ensure that a comprehensive record of Mauritiana focusing on documents relating to Rodrigues and a selected record of universal human knowledge is collected and catered for; collect Mauritiana Publications, including Mauritiana electronic information resources; provide internet facilities with a view to providing quality and timely reference and information services to the public in general; and enhance the Rodrigues Library Service role by encouraging creative and intellectual initiatives through school children.
- 8.4.2 The Rodrigues Library Services comprise a Centre de Lecture Publique et d'Animation Culturelle [CELPAC] and five Centre de Lecture et d'Animation Culturelle [CLAC]. The present staffing structure of the Library Services consists of the grades of Head, Library Services; Librarian; Senior Library Clerk; Library Clerk; Trainee Library Clerk; and Library Attendant/Senior Library Attendant. Support services are also provided by employees pertaining to the Workmen's Group.
- 8.4.3 For this review exercise, both Management and the Union submitted that the Library Services need to be upgraded in terms of staffing to enable it to fulfill its mission and attain its objectives. To this end, they have proposed to create a position of Senior Library Officer as a promotional grade for the Library Officer. During consultative meeting, Management also requested for the grant of additional increments beyond top salary to Library Clerks for shouldering higher responsibilities.
- 8.4.4 Whilst both parties were apprised of the outcome of their demands during consultations, we consider that: since the grade of Library Officer does not exist on the establishment of the Library Services Division, there is no need for the creation of a supervisory level of Senior Library Officer; and it is up to Management to make a case administratively for the payment of an *ad hoc* allowance to Library Clerks who are entrusted additional and higher responsibilities.
- 8.4.5 For this Report, the Bureau is providing for the posting of a Library Officer at the Library Services Division and for amendments to be brought to the scheme of service of the grade of Library Officer at the Human Resource Department Centre (HRDC). We are also merging the grades of Library Clerk and Senior Library Clerk in line with what obtains in the Civil Service and maintaining the payment of the allowance to these officers for performing additional duties.

Library Clerk/Senior Library Clerk (Rodrigues)
formerly Library Clerk (Rodrigues)
Senior Library Clerk (Rodrigues)

- 8.4.6 We have examined the schemes of service of the grades of Library Clerk (Rodrigues) and Senior Library Clerk (Rodrigues) and noted that there is considerable overlapping of duties between the two grades, with limited supervision at the level of the Senior Library Clerk (Rodrigues). We, therefore, consider that the two grades be merged

under a single appellation with enhanced career earnings, in line with what obtains for their counterparts in the Civil Service.

Recommendation 1

8.4.7 We recommend that the grades of Library Clerk (Rodrigues) and Senior Library Clerk (Rodrigues) be merged and restyled Library Clerk/Senior Library Clerk (Rodrigues). Incumbents in the merged grade would be required to perform the duties of the former grades of Library Clerk (Rodrigues) and Senior Library Clerk (Rodrigues).

8.4.8 We further recommend that with the merger of the grades of Library Clerk (Rodrigues) and Senior Library Clerk (Rodrigues), consequential amendments should be brought to the scheme of service of the grade of Library Officer at the HRDC.

Posting of Library Officer

8.4.9 As highlighted earlier, Management and the Union have requested for the creation of a grade of Senior Library Officer at the Library Services Division to ensure the proper coordination of the CLACs. Given that the grade of Library Officer already exists at the HRDC at the Commission for Women Affairs & Others, which is not the case at the Library Services Division, creation of a supervisory level of Senior Library Officer at the latter would not be appropriate. Instead, we hold that the establishment size of the grade of Library Officer at the HRDC needs to be increased to allow the posting of an officer at the Library Services Division. We are, therefore, recommending in that direction while equally providing for a review of the scheme of service of the grade of Library Officer and for incumbent to supervise officers in the grade of Library Clerk/Senior Library Clerk (Rodrigues) *formerly Library Clerk (Rodrigues) and Senior Library Clerk (Rodrigues)*.

Recommendation 2

8.4.10 We recommend that:

- (i) Management of the RRA should stand guided by recommendation made in the Chapter Recruitment, Promotion and Retention in Volume 1 of this Report regarding the carrying out of a Human Resource Planning exercise prior to increasing the establishment size of the grade of Library Officer at the HRDC to enable the posting of an officer at the Library Services Division;**
- (ii) the scheme of service of the grade of Library Officer at the HRDC be amended in view of incorporating any additional duty which incumbent would be called upon to perform when posted at the Library Services Division; and**
- (iii) the Library Officer should be called upon to supervise incumbents in the merged grade of Library Clerk/Senior Library Clerk (Rodrigues) *formerly Library Clerk (Rodrigues) and Senior Library Clerk (Rodrigues)*.**

8.4.11 The above elements have been taken into consideration in arriving at the recommended salary scale of the grade of Library Officer.

Allowance to officers in the grade of Library Clerk/Senior Library Clerk (Rodrigues)

8.4.12 At present, officers in the grades of Library Clerk (Rodrigues) and Senior Library Clerk (Rodrigues) are paid a monthly allowance of Rs 345 for performing additional duties during and after normal working hours, subject to satisfying certain criteria. We are maintaining the continued payment of the allowance whilst revising its quantum.

Recommendation 3

8.4.13 We recommend that officers in the grade of Library Clerk/Senior Library Clerk (Rodrigues) formerly Library Clerk (Rodrigues) and Senior Library Clerk (Rodrigues) be paid a monthly allowance of Rs 360 for performing additional duties subject to the approval of the Head, Library Services and its payment be limited to the month during which the activities are conducted.

SALARY SCHEDULE

Salary Code	Salary Scale and Grade
	LIBRARY SERVICES
05 073 092	Rs 40300 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 64400 x 1800 - 69800 Head, Library Services
05 059 088	Rs 28225 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 62700 Librarian (Rodrigues)
05 030 070	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 - 35650 x 900 - 37450 Library Clerk/Senior Library Clerk (Rodrigues) <i>formerly Library Clerk (Rodrigues)</i> <i>Senior Library Clerk (Rodrigues)</i>
05 027 029	Rs 16005 x 260 – 16525 Trainee Library Clerk

Salary Code	Salary Scale and Grade
24 022 055	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 Library Auxiliary/Senior Library Auxiliary <i>formerly Library Attendant/Senior Library Attendant</i>



8.5 Museum, Archives, Historical Sites and Buildings

- 8.5.1 The Museum, Archives, Historical Sites and Buildings Division is responsible for the formulation and administration of policies, projects and programmes relating to Museum, Archives and Heritage. It aims at promoting and ensuring the preservation of the collective memory of the nation and the Rodriguan heritage and history.
- 8.5.2 Its main objectives are, among others, to: set up a multidisciplinary museum which will include artifacts related to the natural, historical and cultural aspects of Rodrigues; collect, preserve and make accessible the collective memory of the Island; manage the acquisition, preservation and storage of artifacts relating to history, geology and culture of Rodrigues and exhibit collected artifacts; ensure the safeguarding of built heritage and intangible cultural heritage; foster intergenerational transmission of traditional know-how through proper management and promotion of Rodriguan heritage; and promote Rodriguan history.
- 8.5.3 Technical staff of the Division presently comprises the grades of Curator/Conservator; Archivist; Archives Officer/Senior Archives Officer and Conservation Assistant. Employees in the grade of Museum Technician and Museum Attendant (on roster) also provide support services thereto.
- 8.5.4 For this Report, both Management and the Union submitted that the Division lacks a proper structure and is largely understaffed, hence, the need for a restructuring. Proposals have also been made for the setting up of a Heritage Unit dedicated to the preservation of the Rodriguan heritage and to create the grades of: Manager, Archives; Senior Heritage Officer; Heritage Officer; and Assistant Heritage Officer. Management subsequently reviewed its proposals and instead requested for the creation of the grades of Heritage Technical Officer and Heritage Protection Officer.
- 8.5.5 During the consultative meetings, we were equally apprised that though the Division at the RRA is comparable to the National Archives Department at the Ministry of Arts and Cultural Heritage in terms of functions, their respective structure, however, is not aligned. Parties concerned also informed that in Mauritius, matters pertaining to museum, archives, heritage, history and art galleries fall under the responsibility of specific parastatal bodies operating under the *aegis* of the Ministry of Arts and Cultural Heritage, whereas, in Rodrigues these matters are managed by the Arts and Culture Department and the Division of Museum, Archives and Historical Sites and Buildings; and the RRA would be called upon to design specific policies with respect to preservation and management of the heritage of Rodrigues in line with its strategic directions.
- 8.5.6 After examining the proposals of both parties, we consider that creation of a supervisory level of Manager, Archives would be superfluous, given there is only one Archivist in post, the more so the Heritage Unit is yet to be created. It is up to Management to initiate actions for the setting up of a Heritage Unit to manage the tangible and intangible heritage of Rodrigues; and following the setting up of the

Heritage Unit, a technical grade may be created on an *ad hoc* basis based on its functional need, through established procedures.

- 8.5.7 Pursuant to the above, we are maintaining the current structure whilst providing for Management to sponsor officers in the grade of Conservation Assistant to follow a Certificate course in Archival Science in line with what obtains for their counterparts in the Civil Service.

Conservation Assistant

Recommendation 1

- 8.5.8 **We recommend that Management of the RRA should make necessary arrangements to sponsor officers in the grade of Conservation Assistant to follow a course leading to the award of a Certificate in Archival Science (Records Management, Care, Conservation and Reprography).**

SALARY SCHEDULE

Salary Code	Salary Scale and Grade
	MUSEUM, ARCHIVES, HISTORICAL SITES AND BUILDINGS
05 059 088	Rs 28225 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 62700 Curator/Conservator
05 058 088	Rs 27400 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 62700 Archivist
05 030 069	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 - 35650 x 900 - 36550 Archives Officer/Senior Archives Officer
05 032 068	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 Museum Technician
05 030 067	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 Conservation Assistant

Salary Code	Salary Scale and Grade
24 023 053	Rs 14975 x 250 - 15225 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 24475 Museum Attendant (on roster)

