

## **FINANCIAL OPERATIONS CADRE**

- 18.11.12 The Financial Operations Cadre comprises a seven-level structure, with the Director, Financial Operations at its apex. Officers of this Cadre are out-posted in Ministries and Departments and they play a key role in supporting and advising Accounting Officers on various financial issues. They also ensure that financial operations functions in Ministries/Departments are carried out efficiently, effectively and economically and in accordance with established procedures and government objectives are attained through the efficient use of allocated funds.
- 18.11.13 For this review, proposals were made, among others, for the creation of grades; upgrading of salary; amendments to schemes of service; and refund of the subscription fees payable to ACCA. During consultations, the parties concerned were explained the reasons as to why certain of their proposals could not be retained.
- 18.11.14 After examination, we are making appropriate recommendations for those proposals which we found to be justified.

### **Trainee (Financial Operations) (New Grade)**

- 18.11.15 Provision was made in our previous Report for the grade of Assistant Financial Operations Officer (AFOO) to be filled by selection from Management Support Officers in post as at eve of the 2021 PRB Report, that is, 13 October 2021, and from officers in the new grade of Management Support Assistant. While the recommendation for the creation of the latter grade was not implemented by the Ministry of Public Service and Administrative Reforms, Management has submitted that there is a lack of interest from Management Support Officers to join the Financial Operations Cadre. As a result, the Ministry is facing an acute shortage of staff at the operational level which is hampering considerably the financial operations in line Ministries/Departments.
- 18.11.16 Consequently, a request has been made for the provision of a level of Trainee (Financial Operations) to ease the recruitment problem and provide for a pool of officers. We are making appropriate provisions in that direction.

### **Recommendation 4**

- 18.11.17 **We recommend the creation of a grade of Trainee (Financial Operations). Appointment thereto should be made by selection from among candidates possessing the Cambridge Higher School Certificate or an equivalent qualification.**
- 18.11.18 **We also recommend that the selected candidates should be required to undergo training, both theoretical and practical, in financial operations for a duration of one year.**

**18.11.19 We further recommend that following the creation of the grade of Trainee (Financial Operations), consequential amendments should be brought to the scheme of service of the grade of AFOO.**

#### **Allowance for Coordination and Monitoring**

18.11.20 Both Management and Union have submitted that in large Ministries where there are several Managers, Financial Operations, a higher level be created to ensure coordination of their work, among others. We have examined the proposals and consider that there is need for the officers to synchronise their efforts for greater effectiveness. We are making an appropriate recommendation in this respect.

#### **Recommendation 5**

**18.11.21 We recommend that in Ministries/Departments where there are at least three Managers, Financial Operations and no other higher levels, the seniormost Manager, Financial Operations should be assigned the responsibility to coordinate, control and monitor the work of the other Managers, against payment of a monthly allowance of Rs 4500.**

#### **Adhoc Allowance to AFOOs in post as from 20 June 2022**

18.11.22 As per the approval of the Ministry of Public Service and Administrative Reforms, AFOOs in post as from 20 June 2022 are currently being paid an *ad hoc* allowance equivalent to two increments at the point reached in their salary scale for performing additional duties and assuming higher responsibilities. However, the provision of this allowance is time bound. In the course of this exercise, we have re-examined the Job Descriptions of the incumbents and, on this basis, we are making appropriate recommendation for those who are entitled to the allowance.

#### **Recommendation 6**

**18.11.23 We recommend that Assistant Financial Operations Officers in post as from 20 June 2022 should be granted one additional increment on conversion and the allowance currently payable to them for shouldering extra duties and responsibilities should, henceforth, be discontinued.**

#### **Specific Provisions for Assistant Managers, Financial Operations and Financial Operations Officer/Senior Financial Operations Officers**

18.11.24 By virtue of existing provisions, Assistant Managers, Financial Operations and Financial Operations Officer/Senior Financial Operations Officers are allowed to move incrementally in the Master Salary Scale, subject to satisfying specific conditions. We are maintaining same while revising the salary points.

**Recommendation 7****18.11.25 We recommend that:**

- (i) **Assistant Managers, Financial Operations** possessing a Degree in Financial Management with specialisation in Public Finance or Public Sector Financial Management or Accountancy or Finance or Mathematics or Statistics or a Degree with Finance as a major component or a pass at the final examination required for admission to membership of a recognised professional accounting body or an equivalent qualification should be allowed to move incrementally in the Master Salary Scale up to salary point Rs 80000; and
- (ii) **Financial Operations Officer/Senior Financial Operations Officers** possessing a Diploma in Public Sector Financial Management or a Diploma in Accountancy or a Diploma in Finance or an equivalent qualification should be allowed to move incrementally in the Master Salary Scale up to salary point Rs 60600,

provided they satisfy the performance criteria as per the Chapter on Observations and General Provisions of this Volume.

**FINANCIAL OPERATIONS CADRE****SALARY SCHEDULE**

<b>Salary Code</b>	<b>Salary Scale and Grade</b>
01 103 106	<b>Rs 114000 x 4000 - 126000</b> Director, Financial Operations
01 082 098	<b>Rs 62350 x 1850 - 67900 x 1900 - 75500 x 2250 - 86750 x 2500 - 94250 x 2750 - 97000</b> Deputy Director, Financial Operations
01 077 094	<b>Rs 54500 x 1450 - 58850 x 1750 - 62350 x 1850 - 67900 x 1900 - 75500 x 2250 - 86750</b> Manager, Financial Operations
01 070 090	<b>Rs 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 58850 x 1750 - 62350 x 1850 - 67900 x 1900 - 75500 x 2250 - 77750</b> Assistant Manager, Financial Operations

Salary Code	Salary Scale and Grade
01 064 087	<b>Rs 41080 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 58850 x 1750 - 62350 x 1850 - 67900 x 1900 - 71700</b> Principal Financial Operations Officer (Personal)
01 064 083	<b>Rs 41080 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 58850 x 1750 - 62350 x 1850 - 64200</b> Principal Financial Operations Officer
01 055 080	<b>Rs 34160 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 58850</b> Financial Operations Officer/Senior Financial Operations Officer
01 043 073	<b>Rs 29215 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000 x 1100 - 50100</b> Assistant Financial Operations Officer
01 033 034	<b>Rs 26045 x 300 - 26345</b> Trainee (Financial Operations) (New Grade)

