

## 29. MINISTRY OF ARTS AND CULTURE

- 29.1 The Ministry of Arts and Culture is responsible to foster a balanced and harmonious Mauritian society through consolidation of existing pluralism, promotion of creativity and the celebration of cultural values. Its objectives are, among others, to preserve and foster cultural values both at individual and collective levels; promote cultural interaction among different cultural components within the country and abroad for mutual understanding and enrichment; organise cultural activities for the public at large; and encourage the development of a dynamic arts and culture sector.
- 29.2 A Director heads the technical arm of the Ministry and is assisted in his day-to-day activities by officers of the Culture Officer and Arts Officer cadres. The Film Classification Board and the National Archives Department fall under the *aegis* of the Ministry.
- 29.3 In the context of this Report, Unions have requested for amendments in schemes of service, adequate training facilities, filling of vacant posts, restyling of grades, enhancement of the duty exemption scheme, and risk allowance. Management, on the other hand, has submitted that the grades of Culture Officer and Senior Culture Officer be merged, the qualification requirements for the grade of Library and Animation Officer/Senior Library and Animation Officer be upgraded and certain existing allowances be extended to other grades.
- 29.4 All requests related to conditions of service will be addressed in general. However, it is to be highlighted that for this Report the Bureau is making a firm recommendation on the HR Audit exercise to address problems such as filling of vacant posts.
- 29.5 After careful analysis of the submissions, we are maintaining the present structure and extending certain allowances to the grade of Theatre Manager.

### Arts Officer

- 29.6 Officers in the grade of Arts Officer possessing a Diploma are presently allowed to move incrementally up to salary point Rs 36575. We are maintaining this provision.

### Recommendation 1

- 29.7 **We recommend that Arts Officers possessing a Diploma in any one of the areas of Arts (Music, Dance, Dramatic Arts, Cinema) be allowed to move incrementally up to salary point Rs 39575 in the master salary scale provided they:**
- (i) **have drawn the top salary for a year;**

- (ii) have been efficient and effective in their performance during the preceding year; and
- (iii) are not under report.

### **Time Off Facilities**

29.8 At present, officers of the Arts Officer and Culture Officer cadres as well as the Theatre Superintendent are required to work regularly outside normal office hours to organise artistic and cultural activities. These officers are compensated by way of time off and whenever time off may not be granted due to exigencies of service, they are paid at normal hourly rate for extra hours put in. We are, in this Report, improving the existing provision.

### **Recommendation 2**

**29.9 We recommend that officers of the Arts Officer and Culture Officer cadres as well as the Theatre Superintendent, who are required on a regular basis to put in additional hours of work to cope with the demands of their job, should as far as possible be granted, on application, equivalent time off within the current month for the extra hours put in. However, where it has not been possible for management to grant time off within a period of four consecutive 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.**

### **Height Allowance**

29.10 Technicians (Light/Sound) and Electricians are presently paid a Height Allowance to climb scaffolding at a height ranging from 20 to 30 feet for rigging and focusing projectors in the course of their work. The Height Allowance is computed at the rate of 80% of the normal hourly rate for each hour of such work. **We are maintaining the payment of this allowance.**

### **'On-Call' and 'In-Attendance' Allowances**

29.11 For this Report, representations have been received for extending the payment of 'On-Call' and 'In-Attendance' allowances to the Theatre Manager for attending events which are hosted after normal office hours. These allowances are currently paid to the Theatre Superintendent only. Given that the presence of Theatre Manager is mandatory when rehearsals are being held or when events are being hosted at the theatres, we are agreeable to the request.

### **Recommendation 3**

**29.12 We recommend that an 'On-Call' allowance of Rs 110 daily should be paid to the Theatre Manager and Theatre Superintendent. When attending to rehearsals and events, they should also be paid an 'In-Attendance'**

**allowance at the normal hourly rate for each hour of attendance outside normal working hours.**

### **Roster and Staggered Hours**

29.13 Officers in grades provided in the table below are categorised as those working at staggered hours or on roster. This element has been taken into consideration in determining the recommended salary for these grades.

<b>Staggered Hours</b>	<b>Roster</b>
All grades of the Culture Officer and Arts Officer cadres	Driver (Roster)
Library and Animation Officer/Senior Library and Animation Officer	Driver (Roster-Day and Night)
Theatre Superintendent	Driver (Heavy Vehicles above 5 tons) (Roster – Day and Night)
Theatre Manager	Public Address Operator
	Technician (Light/Sound)

### **Centres de Formation Artistique**

29.14 Short term courses in the fields of photography, sound and light techniques, classical Indian dance, paintings and tabla are presently run in the “Centres de Formation Artistique”. Academically qualified instructors are paid on a sessional basis of 1 ¼ hours duration at the rate of Rs 330 per session whereas non-qualified instructors/resource persons are paid for the same duration at the rate of Rs 300 per session. We are maintaining the rate of payment per session.

### **Recommendation 4**

**29.15 We recommend that the rate of payment per session for dispensing courses at the “Centres de Formation Artistique” should be Rs 330 for qualified instructors and Rs 300 for non-qualified instructors/resource persons.**

### **Centre de Lecture Publique et d’Animation Culturelle (CELPAC)**

29.16 Operating under the Ministry of Arts and Culture, the CELPAC is the administrative unit which enables the “Centre de Lecture et d’Animation Culturelle” to aim at encouraging and promoting reading through artistic, cultural and educational activities; make reading materials easily accessible to the public; and promote artistic, cultural and educational activities. Recently, an evaluator of the ‘Organisation Internationale de la Francophonie’ has revealed that the CELPAC Unit of Mauritius is the leader in terms of quality of service and over the years the average number of users has reached 800 per month.

- 29.17 The CELPAC Unit is manned by officers in the grades of Coordinator, CELPAC; Assistant Coordinator, CELPAC; and the merged grade of Library and Animation Officer/Senior Library and Animation Officer, among others.
- 29.18 Management has submitted that the qualification requirements for the grade Library and Animation Officer/Senior Library and Animation Officer be upgraded to a diploma. **We are, at this stage, maintaining the qualification requirements for the grade of Library and Animation Officer/Senior Library and Animation Officer** as well as the present structure which we consider adequate to enable the CELPAC Unit to carry out its mandate efficiently and effectively.

**Allowance to Word Processing Operator (Oriental Language)**

- 29.19 Besides performing typing duties in the relevant oriental language, Word Processing Operators (Oriental Language) are called upon to type in other languages such as English/French/Kreol for which they are entitled to a monthly allowance of Rs 250. We are revising the quantum of this allowance.

**Recommendation 5**

- 29.20 **We recommend that the adhoc allowance payable to Word Processing Operators (Oriental Language) for typing work in other languages such as English/French/Kreol be revised to Rs 265 monthly.**

**MINISTRY OF ARTS AND CULTURE  
SALARY SCHEDULE**

Salary Code	Salary Scale and Grade
02 000 106	<b>Rs 122000</b> Permanent Secretary
05 000 099	<b>Rs 98000</b> Director of Culture
05 085 095	<b>Rs 62950 x 1850 – 68500 x 1950 – 74350 x 2825 – 80000 x 3000 – 86000</b> Deputy Director of Culture

Salary Code	Salary Scale and Grade
05 075 089	<b>Rs 46900 x 1525 – 49950 x 1625 – 62950 x 1850 – 68500 x 1950 – 70450</b> Principal Culture Officer
05 069 085	<b>Rs 38350 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950</b> Senior Culture Officer
05 054 081	<b>Rs 25525 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450</b> Culture Officer
05 066 081	<b>Rs 35275 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450</b> Chief Arts Officer
05 063 076	<b>Rs 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 48425</b> Principal Arts Officer
05 051 072	<b>Rs 23200 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325</b> Senior Arts Officer
05 034 069	<b>Rs 16075 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350</b> Arts Officer
05 059 081	<b>Rs 29400 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450</b> Coordinator, CELPAC
05 056 076	<b>Rs 27075 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 48425</b> Assistant Coordinator, CELPAC
05 054 081	<b>Rs 25525 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450</b> Theatre Manager

Salary Code	Salary Scale and Grade
05 034 070	<b>Rs 16075 x 325 – 17700 x 375 – 19575 x 475 –21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 39575</b> Theatre Superintendent
05 044 066	<b>Rs 19575 x 475 –21950 x 625 – 23200 x 775 – 32500 x 925 – 35275</b> Senior Library and Animation Officer (Personal to officers in post as at 31.12.12)
05 028 064	<b>Rs 14325 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 –21950 x 625 – 23200 x 775 – 32500 x 925 – 33425</b> Library and Animation Officer/ Senior Library and Animation Officer
22 040 069	<b>Rs 18075 x 375 – 19575 x 475 –21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350</b> Technician (Light/Sound) (Roster)
08 038 063	<b>Rs 17375 x 325 – 17700 x 375 – 19575 x 475 –21950 x 625 – 23200 x 775 – 32500</b> Executive Assistant (Arts and Culture)
08 026 059	<b>Rs 13790 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 –21950 x 625 – 23200 x 775 – 29400</b> Word Processing Operator (Oriental Language)
06 026 060	<b>Rs 13790 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 –21950 x 625 – 23200 x 775 – 30175</b> Percussionist
10 023 058	<b>Rs 13010 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 –21950 x 625 – 23200 x 775 – 28625</b> Public Address Operator (Roster)
10 022 057	<b>Rs 12750 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 –21950 x 625 – 23200 x 775 – 27850</b> Public Address Operator (Personal to holder in post as at 30.06.08)

Salary Code	Salary Scale and Grade
25 023 052	<p><b>Rs 13010 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 23975</b></p> <p>Carpenter Electrician</p>
24 032 056	<p><b>Rs 15450 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 27075</b></p> <p>Driver (Heavy Vehicles above 5 tons) (Roster - Day and Night)</p>
24 024 053	<p><b>Rs 13270 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 24750</b></p> <p>Driver (Roster – Day and Night)</p>
24 023 052	<p><b>Rs 13010 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 23975</b></p> <p>Driver (Roster) (Personal to employees in post as at 30.06.08)</p>
24 027 056	<p><b>Rs 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 27075</b></p> <p>Leading Hand/Senior Leading Hand <i>formerly Leading Hand</i></p>
24 022 051	<p><b>Rs 12750 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200</b></p> <p>Driver</p>
24 019 048	<p><b>Rs 11970 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21475</b></p> <p>Attendant/Senior Attendant (Arts and Culture)</p>
24 019 045	<p><b>Rs 11970 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 20050</b></p> <p>Gardener/Nursery Attendant</p>
24 016 043	<p><b>Rs 11200 x 250 – 11450 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19200</b></p> <p>Stores Attendant</p>

Salary Code	Salary Scale and Grade
24 015 041	<b>Rs 10950 x 250 – 11450 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 18450</b> Handy Worker
24 001 038	<b>Rs 7800 x 200 – 8000 x 205 – 8820 x 230 – 10200 x 250 – 11450 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17375</b> General Worker

### FILM CLASSIFICATION BOARD

- 29.21 The Film Classification Board (FCB) functions in a regulatory capacity under the Ministry of Arts and Culture, in accordance with the provisions of the Films Act 2002. It controls the importation of films and the classification thereof as well as publicity materials meant for public exhibition.
- 29.22 Registration of film importers, issue of permits for importations of films, classification of films and posters based on set criteria and approval and issue of certificates of exhibition for any film or publicity material prior to their display constitute the core functions of the FCB. It is also responsible for prohibiting and recalling of films, which it believes, are not suitable for public exhibition. By so doing, the FCB protects viewers of films from unsolicited materials, protects children from harmful materials and assists viewers to make informed choice about films.
- 29.23 As provided in the Act, the Secretary of the Film Classification Board is at the head of the Board. He is assisted by a Senior Projectionist, an Executive Assistant and other supporting staff. The Bureau been apprised that the Ministry would be addressing the issues and recommendations made in the Report of the Office of the Public Sector Governance, the terms of reference of which was to investigate into the administrative systems and work processes at the FCB. One of its recommendations is to fill in vacant posts to improve organisational efficiency.
- 29.24 For this Report, we are maintaining the existing arrangement as the present structure is meeting the needs of the organisation and the moreso as no proposal has been submitted to that effect. We are, however, amending the scheme of service of the grade of Projectionist to facilitate recruitment.



## **Projectionist**

- 29.25 Appointment to the post of Projectionist is presently made by selection from among candidates possessing a Cambridge School Certificate with credit in English, Physics and Mathematics or Principles of Accounts obtained at not more than two sittings and the National Trade Certificate (NTC) level two in the field of Communications Electronics awarded by the Mauritius Institute of Training and Development.
- 29.26 During consultations, Management has apprised the Bureau that the NTC level two is no longer run by the MITD and has been replaced by the National Certificate level four. There is, therefore, need to bring appropriate amendment to the scheme of service. We are making appropriate provision to this effect.

## **Recommendation 6**

- 29.27 We recommend that the scheme of service for the post of Projectionist be amended such that appointment to the grade should, henceforth, be made by selection from among candidates possessing a Cambridge School Certificate with passes in Physics and Mathematics or Principles of Accounts and EITHER the National Trade Certificate level Two in Communications Electronics OR the National Certificate Level Four in Communications Electronics awarded by the Mauritius Institute for Training and Development.**

## **Allowance in connection with Film Censorship**

- 29.28 Officers in the grades of Secretary, Film Classification Board, Assistant Secretary, Film Classification Board, Executive Assistant, Senior Projectionist and Projectionist, when called upon to perform duties related to censorship of films beyond their normal working hours, are paid an allowance on a sessional basis, for sessions of at least two hours. This allowance is being revised.

## **Recommendation 7**

- 29.29 We recommend that the sessional allowance payable for sessions of at least two hours to officers in the grades of Secretary, Film Classification Board, Assistant Secretary, Film Classification Board, Executive Assistant, Senior Projectionist and Projectionist for performing duties related to censorship after normal working hours should be revised as follows:**

Grade	Allowance per session (Rs)
Secretary, Film Classification Board	500
Assistant Secretary, Film Classification Board	430
Executive Assistant	360
Senior Projectionist	360
Projectionist	360

**FILM CLASSIFICATION BOARD**

**SALARY SCHEDULE**

Salary Code	Salary Scale and Grade
08 065 081	<b>Rs 34350 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450</b> Secretary, Film Classification Board
08 046 069	<b>Rs 20525 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350</b> Assistant Secretary, Film Classification Board
10 048 067	<b>Rs 21475 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 36200</b> Senior Projectionist
10 029 062	<b>Rs 14600 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 31725</b> Projectionist
18 033 062	<b>Rs 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 31725</b> Enforcement Officer (Personal to officer in post as at 31.12.12)
08 038 063	<b>Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500</b> Executive Assistant (Arts & Culture)