

## **16. VICE PRIME MINISTER'S OFFICE, MINISTRY OF HOUSING AND LANDS**

- 16.1 The Ministry of Housing and Lands envisions to have a planned development of the territory of Mauritius where it will be pleasant to live and work, where business can thrive and prosper, and where the natural beauty of the country will be preserved for the enjoyment of generations to come.
- 16.2 Its main objectives are, among others, to provide a solid basis for the long term physical development of the nation which supports the National Development Strategy (NDS) and direct development in a manner which will integrate economic competitiveness with environmental sustainability and social equity; support and encourage rather than restrict private sector development activities; integrate land use planning with the forthcoming new transport choice; satisfy the housing and land needs of the people of Mauritius; and achieve more effective management and use of state lands.
- 16.3 For the Ministry to deliver its services, activities are organised under three divisions: Housing Division, Planning Division and Survey Division. The Chief Technical Officer is the technical head at the Ministry of Housing and Lands.

### **Housing Division**

- 16.4 The Housing Division is responsible for the formulation of strategies and policies in the housing sector. Its mission is to provide/facilitate access to a variety of affordable housing to cater for the different and evolving needs of present and future generations. It is manned by officers of the Housing Development Officer cadre.
- 16.5 It has been submitted by Management that the scheme of service for the grade of Chief Housing Development Officer be amended such that appointment to the grade be made by promotion of Principal Housing Development Officer reckoning three years' service. We are, therefore, making an appropriate recommendation to that end.

### **Chief Housing Development Officer**

#### **Recommendation 1**

- 16.6 **We recommend that, in future, recruitment to the grade of Chief Housing Development Officer should be made, on the basis of experience and merit, of officers in the grade of Principal Housing Development Officer reckoning at least three years' service in a substantive capacity in the grade.**

## **Planning Division**

- 16.7 The main aim of the Planning Division is to find the right balance between competing needs, environmental protection and limited urban space to create sustainable living environment. The current role of the Planning Division is, among others, to advise on land use planning, land development and policy matters; advise local authorities on development control applications; and provide advice/assistance to any person on land use planning and development.
- 16.8 Professional town planners are represented by the Town and Country Planning Officer cadre at the Planning Division. The professional cadre is supported by officers of the Technical Design Officer and Development Control Officer Cadres.
- 16.9 Representations from the Planning Division were mainly on restyling of certain grades, continuous professional development, creation of additional posts/levels, issue of protective equipment, and abolition of the grade of Trainee Development Control Officer. The Unions and Management were apprised on issues which the Bureau could address and others which could not be considered as they fall outside the established framework.

## **Trainee Development Control Officer**

- 16.10 Both Union and Management have expressed their views regarding abolition of the grade of Trainee Development Control Officer. In fact, the scheme of service for the grade of Development Control Officer has already been amended such that appointment to the grade is made by selection from among candidates possessing a Diploma in Town and Country Planning. Since the Development Control Officers are recruited from outside candidates, the grade of Trainee Development Control Officer is no more warranted.

## **Recommendation 2**

- 16.11 We recommend that the grade of Trainee Development Control Officer be abolished.**

## **Survey Division**

- 16.12 At the Ministry of Housing and Lands, the Survey Division is responsible for the maintenance of state lands and, therefore, has a major role in the maintenance and upgrading of the digital cadastre. In line with major developments occurring within territorial waters of Mauritius and with the increasing need for hydrographic survey, a Hydrographic Unit has been set up within the Survey Division. During consultative meetings with Unions and Management, the Bureau was informed that the surveying profession is being enhanced to meet standards set by the Cadastral Survey Act 2011 followed by enactment of the Professional Land Surveyor's Council Act.

- 16.13 The Surveyor cadre is supported by officers of the Cartographer and Survey Technician cadres.
- 16.14 Most requests submitted by both Unions and Management were common and related to enhancement of the duty exemption scheme, upgrading of qualification requirements, restyling of certain grades, allowance for working in difficult marine environment and reinstatement of the grade of Principal Survey Technician. After scrutiny of the representations, we are addressing the specific issues by making appropriate recommendations.

### **Allowance for Hydrographic Surveys**

- 16.15 Representations have been received from Unions for the payment of an allowance to officers in the Survey Division who are required to continuously monitor and handle data sets for hydrographic surveys in difficult marine environment. The seaborne surveys are normally undertaken on a weekly basis for a period of six months. Management has supported this request. The Bureau considers that in view of the demanding working conditions, the officers concerned should be compensated by an allowance.

### **Recommendation 3**

- 16.16 We recommend that officers of the Survey Division who are required to perform duties in respect of Hydrographic Surveys be paid an allowance of Rs 780 a day.**

### **Training Scheme in Land Surveying**

- 16.17 Diploma holders and graduates are paid a monthly fee for undergoing training under the direct supervision of a Surveyor to obtain the Land Surveyor's Commission. We are revising the quantum of the fee.

### **Recommendation 4**

- 16.18 We recommend that the fee payable for undergoing training in Land Surveying be revised as follows:**

	<b>From</b>	<b>To</b>
<b>Diplomates</b>	<b>Rs 16875 monthly</b>	<b>Rs 18825 monthly</b>
<b>Graduates</b>	<b>Rs 22175 monthly</b>	<b>Rs 23975 monthly</b>

### **Scheme of Service – Principal Cartographer**

- 16.19 In the 2013 PRB Report, the grades of Cartographer and Senior Cartographer were merged and restyled Cartographer/Senior Cartographer. The grade of Senior Cartographer (Personal to officers in post as at 31.12.12) was then created by the EOAC 2013 Report without any provision of promotion to the upper level

in the hierarchy. We are making the necessary recommendation to address this issue.

#### **Recommendation 5**

**16.20 We recommend that, in future, appointment to the grade of Principal Cartographer should be made by promotion, on the basis of experience and merit, of officers in the grade of Senior Cartographer (Personal to officers in post as at 31.12.12) reckoning at least three years' service in a substantive capacity in the grade.**

**16.21 We further recommend that on complete phasing out of the grade of Senior Cartographer (Personal to officers in post as at 31.12.12), appointment to the grade of Principal Cartographer should thereafter be made by promotion, on the basis of experience and merit, of officers in the grade of Cartographer/Senior Cartographer reckoning an aggregate of six years' service in a substantive capacity in the grades of Cartographer and Cartographer/Senior Cartographer.**

#### **Principal Survey Technician**

16.22 With the general trend towards delayering and flatter structures, the grade of Principal Surveying and Mapping Assistant was made evanescent in the 2008 PRB Report. In the context of this review, Unions have requested to re-establish this grade. Management has also supported this request of the Unions, to which we are also agreeable, in order to ensure effective coordination and supervision of officers in the cadre.

#### **Recommendation 6**

**16.23 We recommend that the grade of Principal Surveying and Mapping Assistant be reinstated on the establishment of the Ministry of Housing and Lands and be restyled Principal Survey Technician.**

#### **Plan Printing Operator**

16.24 At present, the qualification requirements of the grade of Plan Printing Operator are a School Certificate with passes in at least five subjects and a National Trade Certificate (Level 3) in Printing or a National Certificate (Level 3) in Print Finishing or an equivalent relevant qualification.

16.25 The Bureau has been apprised that in certain Ministries, the duties of Plan Printing Operators have evolved and become more complex, depending upon the type of technologies used. However, at other places, the mode of operation has remained the same. We have also been informed that knowledge in Autocad is essential in view of coping with the evolution in the duties.

16.26 Given that this situation is not prevalent in all the organisations where the grade of Plan Printing Operator exists, we believe that it would be more appropriate to compensate incumbents who possess a Certificate in Autocad. We are recommending along these lines.

#### Recommendation 7

**16.27 We recommend that Plan Printing Operators possessing a Certificate in Autocad or a relevant equivalent qualification should proceed beyond the top salary of their grade in the master salary scale by one increment 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.

#### Health Surveillance

16.28 The Bureau has been informed that Plan Printing Operators are constantly exposed to substances emanating from the printing machines which are hazardous to health. In this context, we are recommending for Health Surveillance for incumbents.

#### Recommendation 8

**16.29 We recommend that Management should make necessary arrangements with the Health Authorities to enable Plan Printing Operators to undergo regular medical/health checkup free of charge.**

### VICE PRIME MINISTER'S OFFICE, MINISTRY OF HOUSING AND LANDS SALARY SCHEDULE

Salary Code	Salary Scale and Grade
02 000 106	<b>Rs 122000</b> Permanent Secretary
26 000 102	<b>Rs 110000</b> Chief Technical Officer
24 022 051	<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> Driver

Salary Code	Salary Scale and Grade
24 016 043	<b>Rs 11200 x 250 – 11450 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19200</b> Stores Attendant
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
<b>HOUSING DIVISION</b>	
26 094 096	<b>Rs 83000 x 3000 – 89000</b> Chief Housing Development Officer
26 075 089	<b>Rs 46900 x 1525 – 49950 x 1625 – 62950 x 1850 – 68500 x 1950 – 70450</b> Principal Housing Development Officer
26 059 081	<b>Rs 29400 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450</b> Housing Development Officer
26 053 058	<b>Rs 24750 x 775 – 28625</b> Housing Development Cadet
08 034 069	<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> Assistant Housing Officer
08 038 063	<b>Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500</b> Executive Assistant (Housing)
08 026 060	<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> Housing Clerk

Salary Code	Salary Scale and Grade
23 034 066	<b>Rs 16075 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 35275</b> Social Facilitator
24 019 045	<b>Rs 11970 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 20050</b> Housing Attendant
<b>PLANNING DIVISION</b>	
26 096 098	<b>Rs 89000 x 3000 – 95000</b> Chief Town and Country Planning Officer
26 085 095	<b>Rs 62950 x 1850 – 68500 x 1950 – 74350 x 2825 – 80000 x 3000 – 86000</b> Deputy Chief Town and Country Planning Officer
26 075 089	<b>Rs 46900 x 1525 – 49950 x 1625 – 62950 x 1850 – 68500 x 1950 – 70450</b> Principal Town and Country Planning Officer
26 069 085	<b>Rs 38350 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950</b> Senior Town and Country Planning Officer
26 059 081	<b>Rs 29400 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450</b> Town and Country Planning Officer
26 067 083	<b>Rs 36200 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 59700</b> Chief Technical Design Officer
26 061 077	<b>Rs 30950 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950</b> Principal Technical Design Officer

Salary Code	Salary Scale and Grade
26 056 072	<b>Rs 27075 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325</b> Senior Technical Design Officer
26 038 066	<b>Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 35275</b> Technical Design Officer
26 028 030	<b>Rs 14325 x 275 – 14875</b> Trainee Technical Design Officer
26 061 076	<b>Rs 30950 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 48425</b> Senior Development Control Officer
26 044 072	<b>Rs 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325</b> Development Control Officer
26 051 069	<b>Rs 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350</b> Senior Planning Assistant (Personal)
<b>SURVEY DIVISION</b>	
26 096 098	<b>Rs 89000 x 3000 – 95000</b> Chief Surveyor
26 085 095	<b>Rs 62950 x 1850 – 68500 x 1950 – 74350 x 2825 – 80000 x 3000 – 86000</b> Deputy Chief Surveyor
26 075 089	<b>Rs 46900 x 1525 – 49950 x 1625 – 62950 x 1850 – 68500 x 1950 – 70450</b> Principal Surveyor



Salary Code	Salary Scale and Grade
26 069 085	<b>Rs 38350 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950</b> Senior Surveyor
26 055 081	<b>Rs 26300 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450</b> Surveyor
26 058 074	<b>Rs 28625 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 45375</b> Principal Survey Technician
26 052 069	<b>Rs 23975 x 775 – 32500 x 925 – 37125 x 1225 – 38350</b> Senior Survey Technician
26 029 062	<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> Survey Technician
26 028 031	<b>Rs 14325 x 275 – 15150 x 300 – 15150</b> Trainee Surveyor
26 069 087	<b>Rs 38350 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950 x 1850 – 66650</b> Chief Cartographer
26 063 080	<b>Rs 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 54825</b> Principal Cartographer
26 058 074	<b>Rs 28625 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 45375</b> Senior Cartographer (Personal to officers in post as at 31.12.12)
26 040 074	<b>Rs 18075 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 45375</b> Cartographer/Senior Cartographer

Salary Code	Salary Scale and Grade
26 028 030	<b>Rs 14325 x 275 – 14875</b> Trainee Cartographer
26 023 061	<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 – 30950</b> Plans and Records Officer (Personal)
08 054 081	<b>Rs 25525 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450</b> Secretary, Morcellement Board
24 037 058	<b>Rs 17050 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 28625</b> Head, Survey Field Worker
16 025 062	<b>Rs 13530 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 25525 QB 26300 x 775 – 31725</b> Machine Minder/Senior Machine Minder (Bindery) (Roster)
16 023 057	<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 – 28750</b> Plan Printing Operator
24 018 051	<b>Rs 11710 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200</b> Survey Field Worker/Senior Survey Field Worker
<b>NATIONAL PLANNING AND DEVELOPMENT COMMISSION</b>	
08 056 082	<b>Rs 27075 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 58075</b> Secretary, National Planning and Development Commission

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