

## **21. MINISTRY OF PUBLIC INFRASTRUCTURE AND LAND TRANSPORT**

- 21.1 The Ministry of Public Infrastructure and Land Transport is responsible for the implementation of infrastructural projects dealing with bridges, roads and government buildings, and also ensures the implementation of policies for a safe and efficient transport system. The three divisions at the Ministry are the Public Infrastructure Division, Energy Services Division and Land Transport Division.

### **PUBLIC INFRASTRUCTURE DIVISION**

- 21.2 The mission of the Public Infrastructure Division is to provide, maintain, operate and preserve public infrastructure using state of the art technologies and conforming to high construction standards, and to develop and regulate the construction sector conforming with international norms and standards.
- 21.3 The main activities at the Public Infrastructure Division are organised under the technical sections, namely the Civil Engineering Section, Mechanical Engineering Section, Quantity Surveying Section and the Architect Section. A Director is responsible for each section and is assisted by officers of professional and technical cadres.
- 21.4 In the context of this Report, joint submissions have been received from Unions and Management. The common requests were on increase in number of posts; extension of duty exemption and car benefits to other grades; upgrading of qualifications' requirements; continuous professional development; risk, retention and book allowances; and a means of compensation for those officers who work beyond normal working hours but do not qualify for payment of overtime. In addition, Management has requested for merging of technical grades, restyling of a few ones and an allowance for officers of the Inspectorate cadre performing duties during cyclonic conditions. Further to the submissions made, we are restyling grades in the Materials Testing cadre, providing for incremental movement in the salary scale of the entry grade of the said cadre and also providing for a mode of compensation for officers in the Inspectorate cadre.
- 21.5 In the EOAC 2013 Report, there was a general restyling of professional grades in the four technical sections of the Public Infrastructure Division. With such changes, the Bureau has been submerged with requests from professionals of other Ministries/Departments for similar restyling. After an indepth examination of these representations, we are making appropriate recommendations to harmonise the professional cadres.

## Recommendation 1

21.6 We recommend that the following grades be restyled as provided in the table below:

| Grade                         | Restyled To   |
|-------------------------------|---|
| Chief Engineer                | Lead Engineer   |
| Principal Engineer            | Principal Engineer (Personal to officers in post as at 31.12.15)            |
| Chief Mechanical Engineer     | Lead Mechanical Engineer  |
| Principal Mechanical Engineer | Principal Mechanical Engineer (Personal to officers in post as at 31.12.15) |
| Chief Quantity Surveyor       | Lead Quantity Surveyor  |
| Principal Quantity Surveyor   | Principal Quantity Surveyor (Personal to officers in post as at 31.12.15)   |
| Chief Architect               | Lead Architect  |
| Principal Architect           | Principal Architect (Personal to officers in post as at 31.12.15)           |

21.7 We also recommend that, in future, appointment to the grades of Lead Engineer *formerly Chief Engineer*, Lead Mechanical Engineer *formerly Chief Mechanical Engineer*, Lead Quantity Surveyor *formerly Chief Quantity Surveyor* and Lead Architect *formerly Chief Architect* should be made by promotion, on the basis of experience and merit, of officers in the grades of Principal Engineer (Personal to officers in post as at 31.12.15), Principal Mechanical Engineer (Personal to officers in post as at 31.12.15), Principal Quantity Surveyor (Personal to officers in post as at 31.12.15) and Principal Architect (Personal to officers in post as at 31.12.15) respectively reckoning at least three years' service in a substantive capacity in the respective grades.

21.8 We further recommend that on complete phasing out of the grades of Principal Engineer (Personal to officers in post as at 31.12.15), Principal Mechanical Engineer (Personal to officers in post as at 31.12.15), Principal Quantity Surveyor (Personal to officers in post as at 31.12.15) and Principal Architect (Personal to officers in post as at 31.12.15), appointment to the grades of Lead Engineer, Lead Mechanical Engineer, Lead Quantity Surveyor and Lead Architect should thereafter be made by promotion, on the basis of experience and merit, of officers in the grades of

**Engineer/Senior Engineer (Civil), Mechanical Engineer/Senior Mechanical Engineer, Quantity Surveyor/Senior Quantity Surveyor and Architect/Senior Architect respectively reckoning at least five years' service in a substantive capacity in the respective grades.**

- 21.9 The recommended salaries for the grades of Principal Engineer (Personal to officers in post as at 31.12.15), Principal Mechanical Engineer (Personal to officers in post as at 31.12.15), Principal Quantity Surveyor (Personal to officers in post as at 31.12.15) and Principal Architect (Personal to officers in post as at 31.12.15) have already taken into consideration the element of supervision.**

### **Incremental Movement**

#### **Recommendation 2**

- 21.10 We recommend that only those officers in the grades of Engineer/Senior Engineer (Civil), Mechanical Engineer/Senior Mechanical Engineer, Quantity Surveyor/Senior Quantity Surveyor and Architect/Senior Architect who were in post as at 31 December 2012 should be allowed to proceed incrementally by one additional increment over and above the special provision set out at paragraph 10.40 of this Report, on the same terms and conditions.**
- 21.11 We also recommend that only those officers in the grades of Lead Engineer *formerly Chief Engineer*, Lead Mechanical Engineer *formerly Chief Mechanical Engineer*, Lead Quantity Surveyor *formerly Chief Quantity Surveyor* and Lead Architect *formerly Chief Architect*, Deputy Director (Civil Engineering), Deputy Director (Mechanical Engineering), Deputy Director (Quantity Surveying) and Deputy Director (Architecture) in post as at 31 December 2012 should be allowed to move incrementally by two increments over and above the provision set out at paragraph 10.40 of this Report, on the same terms and conditions.**
- 21.12 The recommendations set out at the foregoing two paragraphs should equally apply to the corresponding grades in the fields of Engineering/ Architecture/Quantity Surveying in the Public Sector.**

### **Higher Salary Point**

#### **Recommendation 3**

- 21.13 We recommend that the Ministry of Civil Service and Administrative Reforms may, subject to the approval of the High Powered Committee, continue to approve the higher salary point for new entrants in the grades of Engineer/Senior Engineer (Civil), Mechanical Engineer/Senior Mechanical Engineer, Architect/Senior Architect and Quantity**

**Surveyor/Senior Quantity Surveyor, based on the qualifications and experience of recruits, and such adjustments in salary as may be required for officers in post.**

#### **Special Professional Retention Allowance**

- 21.14 The Special Professional Retention Allowance (SPRA) was introduced in the 2008 overall review, more specifically in the EOC Report 2009, to curb recruitment and retention problems in the fields of Engineering/Architecture/Quantity Surveying which were considered as scarcity areas.
- 21.15 Based on the survey carried out by the Bureau in context of the 2013 PRB Report, the SPRA was maintained as it served its purpose of retaining professionals of high calibre. Following the publication of the 2013 EOAC Report, officers in several other grades were listed for eligibility for SPRA without any stated justification.
- 21.16 In the context of this review, Management, Unions and individual officers have made strong representations for maintaining SPRA and for extending same to other grades. The Bureau recently conducted a survey to determine the extent to which professionals of high calibre and possessing scarce skills are leaving the public sector, and also to assess the market value of these professionals. However, it is worth noting that the survey revealed that there are no serious recruitment and retention problems in the Engineering/Architecture/Quantity Surveying fields. Besides, the labour market has an over-supply of qualified candidates in these fields.
- 21.17 It is also worth highlighting that some organisations have not responded to the survey carried out and as such the Bureau has not been able to ascertain whether these organisations are still encountering difficulties in recruiting and retaining professionals of right profile and calibre in the Engineering/Architecture/Quantity Surveying fields. Though some organisations did not respond to the survey, they have nevertheless made representations for maintaining SPRA and extending it to other categories of professionals.
- 21.18 In the given circumstances and taking into consideration: (i) the findings of the survey; (ii) representations from stakeholders; and (iii) position of concerned organisations, we are in this Report maintaining the payment of the SPRA to eligible officers in post as at 31 December 2015 up to 31 December 2016.

#### **Recommendation 4**

- 21.19 We recommend that officers in the Civil Engineering, Mechanical Engineering, Quantity Surveying and Architecture cadres eligible for the payment of the Special Professional Retention Allowance as at 31**

December 2015 should continue to be paid same up to 31 December 2016 as specified in the following table:

| Salary   | SPRA<br>% of monthly salary |
|--|-----------------------------|
| Rs 29400 up to Rs 62950 and reckoning at least 10 years' service in their respective grade | 7                           |
| Above Rs 62950 and up to Rs 70450  | 7                           |
| Above Rs 70450 and up to Rs 86000  | 10                          |
| Above Rs 86000 and up to Rs 101000   | 12.5                        |

**21.20 Deputy Directors who were granted Special Professional Retention Allowance while being assigned duties of Director in their respective fields as at 31 December 2015 should continue to draw same at the rate of 12.5% up to 31 December 2016.**

**21.21 We also recommend that those officers who:**

- (i) leave the service prior to the age at which they may retire without the approval of the appropriate Service Commission (Table II at Chapter 15 of Volume 1) should refund the totality of the Special Professional Retention Allowance paid to them; and**
- (ii) retire from the service on reaching the age at which they may retire without the approval of the appropriate Service Commission or thereafter, should refund only that part of the Special Professional Retention Allowance which they would have earned under this scheme after reaching the age at which they may retire without the approval of the appropriate Service Commission.**

**However, provisions made at (i) and (ii) above, should not apply to officers retiring as per their new compulsory retirement age or on medical ground.**

**21.22 All officers in the Engineering/Architecture/Quantity Surveying fields who are eligible for the payment of the Special Professional Retention Allowance as from 01 January 2016 and have been granted same prior to the publication of this Report should continue to draw the Special Professional Retention Allowance up to 31 December 2016.**

## **Trainees in Engineering and Architecture**

21.23 Graduates in Civil Engineering, Mechanical Engineering and Architecture who are required to undergo pre-registration practical training in order to be registered in accordance with legislation in force to be able to practice, are presently paid a fee of Rs 22175 monthly. We are revising the quantum.

### **Recommendation 5**

**21.24 We recommend that the fee payable to graduates in Civil Engineering, Mechanical Engineering and Architecture, who are required to undergo pre-registration practical training in order to be registered in accordance with legislation in force to be able to practice, be revised to Rs 23975 monthly.**

**21.25 We also recommend that Trainees in Civil Engineering, Mechanical Engineering and Architecture who use their car for official travelling in the discharge of their duties should be refunded travelling expenses based on the distance travelled at the rate of Rs 6.50 per km or should be refunded bus fares.**

## **Survey Fees for the Mechanical Engineering Cadre**

21.26 Officers of the Mechanical Engineering cadre are required to:

- examine vehicles, purchased duty free by public officers and taxi owners, involved in accidents and declared total loss by the insurance companies; and
- examine and advise on the adapted and modified cars for handicapped persons so as to enable them to purchase duty free vehicles.

For this purpose, a survey fee is paid to the officers of the Mechanical Engineering cadre which is at present Rs 775 per examination. The quantum is being revised.

### **Recommendation 6**

**21.27 We recommend that the survey fee payable to the officers of the Mechanical Engineering cadre be revised to Rs 815 per examination.**

## **Examination Fees for the Mechanical Engineering Cadre**

21.28 The quantum of the examination fees paid to officers of the Mechanical Engineering cadre for carrying out examination of vehicles for their road worthiness outside normal working hours upon the request of the National Transport Authority, Ministries, among others, is being revised.

### **Recommendation 7**

**21.29 We recommend that the examination fee payable to the officers of the Mechanical Engineering cadre be revised to Rs 815 per examination.**

## **Duty Allowance**

21.30 A Duty Allowance of Rs 1000 monthly is currently paid to officers of the Technical and Mechanical Officer cadre as well as to officers of the Mechanical Engineering cadre. We are maintaining the quantum of the Duty Allowance.

## **Recommendation 8**

**21.31 We recommend that a Duty Allowance of Rs 1000 monthly should continue to be paid to those officers of the Technical and Mechanical Officer cadre and Mechanical Engineering cadre who are required to examine Government vehicles involved in accidents after normal working hours.**

## **Cyclonic Conditions and Special Events**

21.32 Management has submitted that officers of the Inspectorate cadre are required to work outside in difficult conditions such as during cyclone warning Class II and after the passage of a cyclone. **Provision for payment of overtime at twice the hourly rate already exists for officers working during officially declared cyclone days.**

21.33 It has also been represented by Unions that officers of the Inspectorate cadre, who regularly work beyond normal working hours for special events or festivals celebrated at national level such as Independence Day and Mahashivaratree, are not compensated as they perform less than five hours per week. These officers do not qualify for the payment of overtime as the total number of hours put in is less than 40 hours weekly. We are making appropriate recommendation to address the issue.

## **Recommendation 9**

**21.34 We recommend that officers of the Inspectorate cadre who are called upon to put in beyond 33 ¾ hours and less than 40 hours weekly should be paid at the normal hourly rate provided that the officers put in a minimum of five hours in excess of 33 ¾ hours weekly.**

## **Materials Testing Laboratory**

21.35 The Materials Testing Laboratory is mainly responsible for the testing of the quality of materials used in the construction industry and operates as an independent unit within the Ministry. It is managed by a Materials Testing Officer who is assisted by officers in the grades of Technical Officer (Materials Testing Laboratory) and Senior Technical Officer (Materials Testing Laboratory).

21.36 In the context of this Report, Staff Associations have, among others, requested for a restyling of the grades of the Materials Testing cadre so as to better reflect the nature of duties performed and to create a grade of Principal Technical Officer (Materials Testing Laboratory).

21.37 While we agreed for the restyling of the grades of the Materials Testing cadre, we observed that there is no functional need for a level of Principal Technical Officer (Materials Testing Laboratory) given the sanctioned strength of the laboratory and its span of activities. We are, therefore, in this Report, maintaining the present structure whilst restyling the grades of the Materials Testing cadre. We are also allowing the Technical Officers to move beyond their top salary as a means of recognition for their experience and knowledge garnered in the field.

### **Restyling of grades**

#### **Recommendation 10**

21.38 We recommend that the grades of the Materials Testing cadre be restyled as hereunder:

| <b>From</b>  | <b>To</b>                                  |
|--|--|
| <b>Technical Officer (Materials Testing Laboratory)</b>        | <b>Materials Testing Officer</b>           |
| <b>Senior Technical Officer (Materials Testing Laboratory)</b> | <b>Senior Materials Testing Officer</b>    |
| <b>Materials Testing Officer</b>                               | <b>Principal Materials Testing Officer</b> |

#### **Movement for Materials Testing Officer**

*formerly Technical Officer (Materials Testing Laboratory)*

#### **Recommendation 11**

21.39 We recommend that Materials Testing Officers, *formerly Technical Officers (Materials Testing Laboratory)*, who have drawn their top salary for a year, should be allowed to proceed incrementally in the salary scale of the grade of Senior Materials Testing Officer, *formerly Senior Technical Officer (Materials Testing Laboratory)*, up to the salary point of Rs 46900 provided they:

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

This recommendation should, however, not preclude Materials Testing Officers, *formerly Technical Officers (Materials Testing Laboratory)*, from being promoted to the grade of Senior Materials Testing Officer, *formerly Senior Technical Officer (Materials Testing Laboratory)*, before they have reached the top of their salary scale or on vacancy arising in the latter grade.



**21.40 We further recommend that Materials Testing Officers, formerly Technical Officers (Materials Testing Laboratory), should perform the duties and assume the responsibilities of the grade of Senior Materials Testing Officer, formerly Senior Technical Officer (Materials Testing Laboratory), upon moving in the higher salary scale.**

### **Plan Printing Operator**

21.41 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.

21.42 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.

21.43 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 12**

**21.44 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**

21.45 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 13

- 21.46 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.

**MINISTRY OF PUBLIC INFRASTRUCTURE AND LAND TRANSPORT**  
**PUBLIC INFRASTRUCTURE DIVISION**  
**SALARY SCHEDULE**

| <b>Salary Code</b> | <b>Salary Scale and Grade</b>   |
|--------------------|---|
| 02 000 108         | <b>Rs 152000</b><br>Senior Chief Executive  |
| 02 000 106         | <b>Rs 122000</b><br>Permanent Secretary   |
| 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><br>Machine Minder/Senior Machine Minder (Bindery) (Roster) |
| 24 027 056         | <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><br>Leading Hand/Senior Leading Hand<br><i>formerly Leading Hand</i>                             |
| 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><br>Driver   |
| 24 018 044         | <b>Rs 11710 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575</b><br>Security Guard   |
| 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><br>Stores Attendant   |

| Salary Code                           | Salary Scale and Grade  |
|---------------------------------------|---|
| 24 015 040                            | <b>Rs 10950 x 250 – 11450 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 18075</b><br>Lorry Loader   |
| 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><br>General Worker  |
| <b>CIVIL ENGINEERING SECTION</b>      |   |
| 26 000 100                            | <b>Rs 101000</b><br>Director (Civil Engineering)  |
| 26 085 095                            | <b>Rs 62950 x 1850 – 68500 x 1950 – 74350 x 2825 – 80000 x 3000 – 86000</b><br>Deputy Director (Civil Engineering)  |
| 26 075 089                            | <b>Rs 46900 x 1525 – 49950 x 1625 – 62950 x 1850 – 68500 x 1950 – 70450</b><br>Lead Engineer<br><i>formerly Chief Engineer</i>  |
| 26 069 086                            | <b>Rs 38350 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950 x 1850 – 64800</b><br>Principal Engineer (Personal to officers in post as at 31.12.15)<br><i>formerly Principal Engineer</i> |
| 26 059 085                            | <b>Rs 29400 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950</b><br>Engineer/Senior Engineer (Civil)  |
| <b>MECHANICAL ENGINEERING SECTION</b> |   |
| 26 000 100                            | <b>Rs 101000</b><br>Director (Mechanical Engineering)   |

| Salary Code | Salary Scale and Grade  |
|-------------|---|
| 26 085 095  | <b>Rs 62950 x 1850 – 68500 x 1950 – 74350 x 2825 – 80000 x 3000 – 86000</b><br>Deputy Director (Mechanical Engineering)   |
| 26 075 089  | <b>Rs 46900 x 1525 – 49950 x 1625 – 62950 x 1850 – 68500 x 1950 – 70450</b><br>Lead Mechanical Engineer<br><i>formerly Chief Mechanical Engineer</i>  |
| 26 069 086  | <b>Rs 38350 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950 x 1850 – 64800</b><br>Principal Mechanical Engineer (Personal to officers in post as at 31.12.15)<br><i>formerly Principal Mechanical Engineer</i> |
| 26 059 085  | <b>Rs 29400 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950</b><br>Mechanical Engineer/Senior Mechanical Engineer  |
| 26 061 076  | <b>Rs 30950 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 48425</b><br>Senior Technical and Mechanical 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><br>Technical and Mechanical Officer   |
| 22 026 059  | <b>Rs 13790 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 29400</b><br>Automobile Electronics Technician  |
| 26 067 081  | <b>Rs 36200 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450</b><br>Principal Technical Officer (Civil Engineering)<br>Principal Technical and Mechanical Officer                                 |

| Salary Code                       | Salary Scale and Grade   |
|-----------------------------------|--|
| 26 061 076                        | <b>Rs 30950 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 48425</b>  |
|                                   | Senior Technical Officer (Civil Engineering)   |
| 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>                    |
|                                   | Technical Officer  |
| <b>QUANTITY SURVEYING SECTION</b> |  |
| 26 000 100                        | <b>Rs 101000</b>   |
|                                   | Director (Quantity Surveying)  |
| 26 085 095                        | <b>Rs 62950 x 1850 – 68500 x 1950 – 74350 x 2825 – 80000 x 3000 – 86000</b>  |
|                                   | Deputy Director (Quantity Surveying)   |
| 26 075 089                        | <b>Rs 46900 x 1525 – 49950 x 1625 – 62950 x 1850 – 68500 x 1950 – 70450</b>  |
|                                   | Lead Quantity Surveyor<br><i>formerly Chief Quantity Surveyor</i>  |
| 26 069 086                        | <b>Rs 38350 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950 x 1850 – 64800</b>  |
|                                   | Principal Quantity Surveyor (Personal to officers in post as at 31.12.15)<br><i>formerly Principal Quantity Surveyor</i> |
| 26 059 085                        | <b>Rs 29400 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950</b>                                 |
|                                   | Quantity Surveyor/Senior Quantity Surveyor   |
| 26 055 081                        | <b>Rs 26300 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450</b>                                 |
|                                   | Assistant Quantity Surveyor  |

| Salary Code | Salary Scale and Grade   |
|-------------|--|
| 26 067 081  | <b>Rs 36200 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450</b><br>Chief Technician (Quantity Surveying)                    |
| 26 061 076  | <b>Rs 30950 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 48425</b><br>Principal Technician (Quantity Surveying)                 |
| 26 056 072  | <b>Rs 27075 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325</b><br>Senior Technician (Quantity Surveying)                    |
| 26 033 065  | <b>Rs 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 34350</b><br>Technician (Quantity Surveying) |
| 26 072 083  | <b>Rs 42325 x 1525 – 49950 x 1625 – 59700</b><br>Head, Works Cadre   |
| 26 067 081  | <b>Rs 36200 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450</b><br>Superintendent of Works                                  |
| 26 061 076  | <b>Rs 30950 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 48425</b><br>Chief Inspector of Works                                  |
| 26 056 072  | <b>Rs 27075 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325</b><br>Senior Inspector of Works                                 |
| 26 048 067  | <b>Rs 21475 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 36200</b><br>Inspector of Works  |

| Salary Code | Salary Scale and Grade  |
|-------------|---|
| 26 029 062  | <p><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></p> <p>Assistant Inspector of Works</p>  |
| 19 067 081  | <p><b>Rs 36200 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450</b></p> <p>Principal Materials Testing Officer<br/><i>formerly Materials Testing Officer</i></p>  |
| 19 061 076  | <p><b>Rs 30950 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 48425</b></p> <p>Senior Materials Testing Officer<br/><i>formerly Senior Technical Officer (Materials Testing Laboratory)</i></p>  |
| 19 044 072  | <p><b>Rs 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325</b></p> <p>Materials Testing Officer<br/><i>formerly Technical Officer (Materials Testing Laboratory)</i></p>  |
| 25 049 063  | <p><b>Rs 21950 x 625 – 23200 x 775 – 32500</b></p> <p>Workshop Supervisor</p>   |
| 16 023 057  | <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 – 28750</b></p> <p>Plan Printing Operator</p>  |
| 25 041 060  | <p><b>Rs 18450 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 30175</b></p> <p>Chief Automobile Electrician<br/> Chief Blacksmith<br/> Chief Cabinet Maker<br/> Chief Carpenter<br/> Chief Coach Painter<br/> Chief Fitter<br/> Chief Locksmith<br/> Chief Mason<br/> Chief Motor/Diesel Mechanic<br/> Chief Painter<br/> Chief Panel Beater<br/> Chief Plumber and Pipe Fitter<br/> Chief Tinsmith<br/> Chief Turner and Machinist<br/> Chief Welder<br/> Foreman</p> |

| Salary Code | Salary Scale and Grade  |
|-------------|---|
| 24 030 054  | <p><b>Rs 14875 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 25525</b></p> <p>Driver (Heavy vehicles above 5 tons)<br/>Driver (Mechanical Unit)</p>   |
| 25 025 054  | <p><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</b></p> <p>Multi-Skilled Tradesman (Building Construction)<br/>Multi-Skilled Tradesman (Automotive Electricity and Electronics)</p>  |
| 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>Automobile Electrician<br/>Blacksmith<br/>Cabinet Maker<br/>Carpenter<br/>Carpenter (Works)<br/>Coach Painter<br/>Diesel Test Bench Operator<br/>Fitter<br/>Locksmith<br/>Mason<br/>Mason (Works)<br/>Mechanic (Works)<br/>Motor Mechanic<br/>Motor/Diesel Mechanic<br/>Painter<br/>Panel Beater<br/>Panel Beater (Works)<br/>Plumber and Pipe Fitter<br/>Sheet Metal Worker<br/>Tinsmith<br/>Turner and Machinist<br/>Typewriter Mechanic<br/>Welder<br/>Welder (Works)<br/>Wood Machinist</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>Vulcaniser</p>  |



| Salary Code | Salary Scale and Grade  |
|-------------|---|
| 24 040 061  | <p><b>Rs 18075 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 30950</b></p> <p>Senior Laboratory Auxiliary<br/><i>formerly Senior Laboratory Attendant</i></p>   |
| 24 023 056  | <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 – 27075</b></p> <p>Laboratory Auxiliary<br/><i>formerly Laboratory Attendant</i></p> |
| 24 022 047  | <p><b>Rs 12750 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21000</b></p> <p>Plant and Equipment Operator<br/>Toolskeeper (Plaine Lauzun – Workshop)</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>Herbicide Sprayer Operator<br/>Toolskeeper</p>  |
| 24 018 044  | <p><b>Rs 11710 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575</b></p> <p>Security Guard (Works)</p>  |
| 25 016 042  | <p><b>Rs 11200 x 250 – 11450 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 18825</b></p> <p>Tradesman's Assistant</p>   |
| 24 016 042  | <p><b>Rs 11200 x 250 – 11450 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 18825</b></p> <p>Sprayer Operator</p>  |
| 24 015 041  | <p><b>Rs 10950 x 250 – 11450 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 18450</b></p> <p>Handy Worker</p>  |

| Salary Code              | Salary Scale and Grade  |
|--------------------------|---|
| 24 015 040               | <p><b>Rs 10950 x 250 – 11450 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 18075</b></p> <p>Gateman<br/>Vehicle Cleaner</p>   |
| 24 001 038               | <p><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></p> <p>General Worker (Works)</p>                                   |
| <b>ARCHITECT SECTION</b> |   |
| 26 000 100               | <p><b>Rs 101000</b></p> <p>Director (Architecture)</p>  |
| 26 085 095               | <p><b>Rs 62950 x 1850 – 68500 x 1950 – 74350 x 2825 – 80000 x 3000 – 86000</b></p> <p>Deputy Director (Architecture)</p>  |
| 26 075 089               | <p><b>Rs 46900 x 1525 – 49950 x 1625 – 62950 x 1850 – 68500 x 1950 – 70450</b></p> <p>Lead Architect<br/><i>formerly Chief Architect</i></p>  |
| 26 069 086               | <p><b>Rs 38350 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950 x 1850 – 64800</b></p> <p>Principal Architect (Personal to officers in post as at 31.12.15)<br/><i>formerly Principal Architect</i></p> |
| 26 059 085               | <p><b>Rs 29400 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950</b></p> <p>Architect/Senior Architect</p>   |
| 26 055 081               | <p><b>Rs 26300 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450</b></p> <p>Landscape Architect</p>  |

| Salary Code | Salary Scale and Grade  |
|-------------|---|
| 26 067 083  | <b>Rs 36200 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 59700</b><br>Chief Technical Design Officer                    |
| 26 061 077  | <b>Rs 30950 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950</b><br>Principal Technical Design Officer                 |
| 26 056 072  | <b>Rs 27075 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325</b><br>Senior Technical Design 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><br>Technical 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><br>Technical Design Officer |
| 26 028 030  | <b>Rs 14325 x 275 – 14875</b><br>Trainee Technical Design Officer   |

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## ENERGY SERVICES DIVISION

- 21.47 The main activities of the Energy Services Division (ESD) comprises, among others, the provision of consultancy services; operation, maintenance and supervision of high voltage systems within government premises, which are on the high voltage metering system; carrying out energy audits and implementing remedial measures to decrease energy consumption and monitoring of energy consumed by Ministries/Departments; preparation of technical specifications for Ministries/Departments in respect of electrical plant and equipment; provision of electrical installations on government premises; and maintenance of electrical installations, plant and equipment including generators and lifts.
- 21.48 At present, the structure of the Engineering cadre at the Energy Services Division comprises a Director, Energy Services Division who is the head of the Division. He is assisted by officers in the grades of Deputy Director, Energy Services Division, Chief Engineer, Principal Electrical Engineer and Electrical Engineer/Senior Electrical Engineer. Officers in the Inspectorate and Technician cadres as well as others in the Tradesman cadre operate at the supportive levels.
- 21.49 In the context of the present Review exercise, both Management and Unions of the Energy Services Division have requested for a re-structure of the ESD and its various outstations. We have analysed the proposed organisation chart and find that the request relates mostly to an increase in the establishment size at the different levels in the hierarchies.
- 21.50 In this Report, we are making it mandatory for organisations to carry out an HR planning exercise to ensure that they have enough people at different levels in the hierarchy with the right skills and competence to deliver on their mandate. This exercise will also facilitate career progression in the cadre. We are recommending accordingly.

### Recommendation 14

- 21.51 We recommend that the Energy Services Division should carry out a Human Resource Planning Exercise to determine the right establishment size at all levels within the Division.**

### Recommendation 15

- 21.52 In line with provisions made for comparable grades/counterparts within the Ministry, we also recommend that the following grades in the Energy Services Division be restyled as hereunder:**

| Grade          | Restyled To              |
|----------------|--------------------------|
| Chief Engineer | Lead Electrical Engineer |

| Grade                         | Restyled To   |
|-------------------------------|---|
| Principal Electrical Engineer | Principal Electrical Engineer (Personal to officers in post as at 31.12.15) |

- 21.53 We also recommend that, in future, appointment to the grade of Lead Electrical Engineer *formerly Chief Engineer* should be made by promotion, on the basis of experience and merit, of officers in the grade of Principal Electrical Engineer (Personal to officers in post as at 31.12.15) reckoning at least three years' service in a substantive capacity in the grade.
- 21.54 We further recommend that on complete phasing out of the grades of Principal Electrical Engineer (Personal to officers in post as at 31.12.15), appointment to the grade of Lead Engineer should thereafter be made by promotion, on the basis of experience and merit, of officers in the grades of Electrical Engineer/Senior Electrical Engineer reckoning at least five years' service in a substantive capacity in the grade.
- 21.55 The recommended salary for the grade of Principal Electrical Engineer (Personal to officers in post as at 31.12.15) has already taken into consideration the element of supervision.

#### Incremental Movement

##### Recommendation 16

- 21.56 We recommend that only those officers in the grades of Electrical Engineer/Senior Electrical Engineer who were in post as at 31 December 2012 should be allowed to proceed incrementally by one additional increment over and above the special provision set out at paragraph 10.40 of this Report, on the same terms and conditions.
- 21.57 We also recommend that only those officers in the grades of Lead Electrical Engineer *formerly Chief Engineer*, Deputy Director, Energy Services Division in post as at 31 December 2012 should be allowed to move incrementally by two increments over and above the provision set out at paragraph 10.40 of this Report, on the same terms and conditions.

#### Higher Salary Point

##### Recommendation 17

- 21.58 We recommend that the Ministry of Civil Service and Administrative Reforms may, subject to the approval of the High Powered Committee, continue to approve the higher salary point for new entrants in the grades of Electrical Engineer/Senior Electrical Engineer based on the qualifications

and experience of recruits, and such adjustments in salary as may be required for officers in post.

### Special Professional Retention Allowance

#### Recommendation 18

21.59 In line with the provision made for the payment of the Special Professional Retention Allowance to counterparts in the civil engineering cadre at the Ministry of Public Infrastructure and Land Transport, we recommend that Registered Professional Engineers in the Electrical Engineering cadre, at the Energy Services Division, in post as at 31 December 2015 should continue to be paid a monthly Special Professional Retention Allowance up to 31 December 2016 as specified in the table, as hereunder:

| Grades  | SPRA<br>% of monthly salary |
|---|-----------------------------|
| Electrical Engineer/Senior Electrical Engineer reckoning at least 10 years service in the grade   | 7                           |
| Principal Electrical Engineer (Personal to officers in post as at 31.12.15) <i>formerly Principal Electrical Engineer</i><br><br>Lead Electrical Engineer<br><i>formerly Chief Engineer</i> | 7                           |
| Deputy Director, Energy Services Division   | 10                          |
| Director, Energy Services Division  | 12.5                        |

21.60 We also recommend that those officers who:

- (i) leave the service prior to the age at which they may retire without the approval of the appropriate Service Commission (Table II at Chapter 15 of Volume 1) should refund the totality of the Special Professional Retention Allowance paid to them; and
- (ii) retire from the service on reaching the age at which they may retire without the approval of the appropriate Service Commission or thereafter, should refund only that part of the Special Professional Retention Allowance which they would have earned under this scheme after reaching the age at which they may retire without the approval of the appropriate Service Commission.

However, provisions made at (i) and (ii) above, should not apply to officers retiring as per their new compulsory retirement age or on medical ground.

- 21.61 All officers in the Engineering fields who are eligible for the payment of the Special Professional Retention Allowance as from 01 January 2016 and have been granted same prior to the publication of this Report should continue to draw the Special Professional Retention Allowance up to 31 December 2016.**

#### **Survey Fees to Engineers and officers of the Inspectorate and Technician Cadres**

- 21.62 Engineers and officers of the Inspectorate and Technician cadres of the Energy Services Division who are called upon to conduct survey of site of fire/electrocution are, at present, paid a survey fee of Rs 800 and Rs 525 per survey, respectively. We are maintaining the existing provision.

#### **Recommendation 19**

- 21.63 We recommend that the survey fees paid to Engineers and officers of the Inspectorate and Technician cadres of the Energy Services Division, who are called upon to conduct a survey of site of fire/electrocution be maintained at Rs 800 and Rs 525 per survey, respectively.**

#### **Training Schemes for Graduates in Engineering**

- 21.64 The council of Registered Professional Engineers of Mauritius requires graduates in Engineering to acquire two years' experience for registration purposes. At present, a training scheme which has been mounted, caters for same and graduates in Engineering who are undergoing the training are paid a monthly allowance of Rs 22175. We are maintaining the allowance and revising the quantum.

#### **Recommendation 20**

- 21.65 We recommend that the monthly allowance payable to graduates in Engineering under the training scheme be revised to Rs 23975.**

#### **Travelling Allowance to Graduates in Engineering**

- 21.66 Under the training scheme, graduates in Engineering who use their cars in the performance of their duties, are at present, refunded mileage run for official travelling at the rate of Rs 6.50 per km. Those officers who perform official travelling by bus are refunded the bus fares in toto.

## **Recommendation 21**

**21.67 We recommend that graduates in Engineering under the training scheme who use their cars in the performance of their duties, should continue to be refunded mileage run for official travelling at the rate of Rs 6.50 per km. Those officers who perform official travelling by bus should continue to be refunded the bus fares in toto.**

## **Risk Allowance**

21.68 At present, officers of the Energy Services Division who work on high tension voltage (22000 volt) are paid a risk allowance equivalent to one and a half increments at the initial salary of their respective salary scales. We are maintaining the existing provision.

## **Recommendation 22**

**21.69 We recommend that officers/employees of the Energy Services Division who effectively work on high tension voltage (22000 volt) be paid a risk allowance equivalent to one and a half increments at the initial salary of their respective salary scales.**

## **“On-Call Allowance”**

21.70 At present, employees of the Tradesman cadre of the Energy Services Division are required to be “on-call” during nights, weekends and public holidays to attend to emergencies and are paid “On-Call” and “In- Attendance” Allowances.

21.71 During consultative meetings, union members have requested for the extension of the payment of the “On-Call” and “In- Attendance” Allowances to officers of the Engineering cadre, as they are also required to be on call at any time during the day/night for immediate interventions.

**21.72 However, it is of note that the Management of the Energy Services Division has informed that, “for critical buildings, such as hospitals, New Government Centre and Emmanuel Anquetil Building, the Engineer is responsible for assigning a team to standby after office hours, during cyclonic threat as well as torrential rain, in certain building. This requires the Engineer to vet the roster, follow up on the roster, inform the Ministry when such standby team is deployed and submit a written report on any incident that occurred during each standby shift, despite the Engineer was not present during the execution of the roster.”**

21.73 It has further been averred that “the on-call system that has been established to attend to emergencies to hospitals after office hours, is being carried out by the tradesman cadre on a roster basis set up by the Engineer. The Engineer is called upon whenever the nature of the fault is beyond the



**competencies of the tradesman. The frequency of the Engineer's intervention is about 10% of the on-call attended by the tradesman cadre."**

- 21.74 We have critically analysed the request for the extension of the payment of the above allowances to the Engineering cadre. **Keeping this in view, the Bureau cannot accede to the said request.**

| Salary Code | Salary Scale and Grade  |
|-------------|---|
|             | ENERGY SERVICES DIVISION  |
| 22 000 100  | <b>Rs 101000</b><br>Director, Energy Services Division  |
| 22 085 095  | <b>Rs 62950 x 1850 – 68500 x 1950 – 74350 x 2825 – 80000 x 3000 – 86000</b><br>Deputy Director, Energy Services Division  |
| 22 075 089  | <b>Rs 46900 x 1525 – 49950 x 1625 – 62950 x 1850 – 68500 x 1950 – 70450</b><br>Lead Electrical Engineer<br><i>formerly Chief Engineer</i>   |
| 22 069 086  | <b>Rs 38350 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950 x 1850 – 64800</b><br>Principal Electrical Engineer (Personal to officers in post as at 31.12.15)<br><i>formerly Principal Electrical Engineer</i> |
| 22 059 085  | <b>Rs 29400 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950</b><br>Electrical Engineer/Senior Electrical Engineer  |
| 22 053 055  | <b>Rs 24750 x 775 – 26300</b><br>Trainee Engineer (Electrical)  |
| 22 063 076  | <b>Rs 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 48425</b><br>Chief Technician   |

| Salary Code | Salary Scale and Grade   |
|-------------|--|
| 22 058 072  | <b>Rs 28625 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325</b><br>Principal Technician                  |
| 22 047 069  | <b>Rs 21000 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 31725</b><br>Senior Technician        |
| 22 032 062  | <b>Rs 15450 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500</b><br>Technician  |
| 22 024 026  | <b>Rs 13270 x 260 – 13790</b><br>Trainee Technician  |
| 22 063 076  | <b>Rs 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 48425</b><br>Chief Inspector                                     |
| 22 058 072  | <b>Rs 28625 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325</b><br>Principal Inspector                   |
| 22 047 069  | <b>Rs 21000 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350</b><br>Senior Inspector         |
| 22 032 062  | <b>Rs 15450 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 31725</b><br>Inspector   |
| 22 024 026  | <b>Rs 13270 x 260 – 13790</b><br>Trainee Inspector   |
| 08 032 059  | <b>Rs 15450 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 29400</b><br>Time Keeper |

| Salary Code | Salary Scale and Grade  |
|-------------|---|
| 25 041 060  | <b>Rs 18450 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 30175</b><br>Chief Electrician<br>Chief Plant Mechanic  |
| 25 023 052  | <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><br>Electrician<br>Plant Mechanic<br>Plumber and Pipe Fitter |
| 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><br>Driver   |
| 24 018 044  | <b>Rs 11710 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575</b><br>Security Guard   |
| 25 016 042  | <b>Rs 11200 x 250 – 11450 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 18825</b><br>Tradesman's Assistant  |
| 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><br>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><br>General Worker  |
| 25 002 022  | <b>Rs 8000 x 205 – 8820 x 230 – 10200 x 250 – 11450 x 260 – 12750</b><br>Apprentice   |

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## LAND TRANSPORT DIVISION

- 21.75 The Land Transport Division is responsible for providing a quality land transport service responsive to the needs and aspirations of the people, and which contributes to the development of the country. Its mission is to formulate and implement policies for safe, efficient and environmentally sustainable services in the land transport sector.
- 21.76 Being the main unit of the Land Transport Division, the Traffic Management and Road Safety Unit (TMRSU) aims at ensuring safer roads and traffic fluidity. The technical head of the TMRSU is the Director (Civil Engineering). He is supported by officers from the Engineering cadre, technical cadres as well as staff from the General Services.
- 21.77 Mostly common representations have been made by staff side and Management. The requests were for the creation of additional levels, allowance for risk/retention, travelling and car benefits, provision of training and review of entry qualification requirement.
- 21.78 After analysing the representations, the Bureau views that the present organisation structure is adequate to enable it to deliver efficiently and effectively on its mandate. We are, however, reviewing the entry qualification requirement for the grade of Traffic Census Officer.

### **Traffic Census Officer**

- 21.79 At present, the entry qualification requirement for the grade of Traffic Census Officer is Cambridge School Certificate with credit in at least five subjects including English Language and Mathematics obtained at not more than two sittings or an equivalent qualification acceptable to the Public Service Commission. The staff side has represented that with the use of automatic traffic counters or similar type of equipment as well as the demanding nature of tasks, there is need to upgrade the entry qualification requirement of the grade. Furthermore, Management also concurred with the Union's proposal that an efficient performance of the tasks allocated to officers in the grade of Traffic Census Officer requires a certain degree of academic maturity. Following an indepth study of the issue, we are reviewing the entry qualification requirement of the grade.

### **Recommendation 23**

- 21.80 We recommend that, in future, Traffic Census Officers should be recruited from among candidates holding a Cambridge Higher School Certificate or at least two subjects obtained on one certificate at the General Certificate of Education "Advanced Level" or equivalent qualification acceptable to the Public Service Commission.**

**LAND TRANSPORT DIVISION**

**SALARY SCHEDULE**

| Salary Code                                    | Salary Scale and Grade   |
|--|--|
| 02 000 106                                     | <b>Rs 122000</b><br>Permanent Secretary  |
| 24 027 056                                     | <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><br>Leading Hand/ Senior Leading Hand<br><i>formerly Leading Hand</i> |
| 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><br>Driver  |
| 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><br>Stores Attendant  |
| <b>TRAFFIC MANAGEMENT AND ROAD SAFETY UNIT</b> |  |
| 26 000 100                                     | <b>Rs 101000</b><br>Director (Civil Engineering)   |
| 26 085 095                                     | <b>Rs 62950 x 1850 – 68500 x 1950 – 74350 x 2825 – 80000 x 3000 – 86000</b><br>Deputy Director (Civil Engineering)   |
| 26 075 089                                     | <b>Rs 46900 x 1525 – 49950 x 1625 – 62950 x 1850 – 68500 x 1950 – 70450</b><br>Lead Engineer<br><i>formerly Chief Engineer</i>   |
| 26 069 086                                     | <b>Rs 38350 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950 x 1850 – 64800</b><br>Principal Engineer (Personal to officers in post as at 31.12.15)<br><i>formerly Principal Engineer</i>  |

| Salary Code | Salary Scale and Grade  |
|-------------|---|
| 26 059 085  | <b>Rs 29400 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950</b><br>Engineer/Senior Engineer (Civil)                          |
| 26 067 081  | <b>Rs 36200 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450</b><br>Principal Technical Officer (Civil Engineering)                         |
| 26 061 076  | <b>Rs 30950 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 48425</b><br>Senior Technical Officer (Civil Engineering)                             |
| 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><br>Technical Officer (Civil Engineering)        |
| 22 044 072  | <b>Rs 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325</b><br>Technical Officer (Electrical & Electronics) |
| 26 056 072  | <b>Rs 27075 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325</b><br>Senior Inspector of Works  |
| 26 048 067  | <b>Rs 21475 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 36200</b><br>Inspector of Works   |
| 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><br>Assistant Inspector of Works     |
| 26 056 072  | <b>Rs 27075 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325</b><br>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><br>Technical Design Officer                       |

| Salary Code | Salary Scale and Grade   |
|-------------|--|
| 26 028 030  | <b>Rs 14325 x 275 – 14875</b><br>Trainee Technical Design Officer  |
| 10 044 072  | <b>Rs 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325</b><br>Communication Officer (General)<br>Communication Officer (Oriental)           |
| 20 038 063  | <b>Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 32500</b><br>Senior Traffic Census Officer   |
| 20 026 060  | <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><br>Traffic Census Officer                              |
| 25 041 060  | <b>Rs 18450 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 30175</b><br>Chief Painter   |
| 25 023 052  | <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><br>Mason<br>Painter                                    |
| 24 027 056  | <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><br>Leading Hand/ Senior Leading Hand<br><i>formerly Leading Hand</i> |
| 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><br>Driver  |
| 24 022 047  | <b>Rs 12750 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21000</b><br>Plant and Equipment Operator  |

| 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><br>Stores Attendant   |
| 25 016 042  | <b>Rs 11200 x 250 – 11450 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 18825</b><br>Tradesman's Assistant (Painter)<br>Tradesman's Assistant (Mason) |
| 24 015 040  | <b>Rs 10950 x 250 – 11450 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 18075</b><br>Lorry Loader   |
| 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><br>General Worker                          |

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## NATIONAL TRANSPORT AUTHORITY

- 21.81 Established under the Road Traffic Act 1980, the main objectives of the National Transport Authority (NTA) are, among others, to: ensure the implementation of Government policies in respect of vehicle registration, licensing, parking control, vehicle examination and road transport services; and plan transport services to respond to changes in demand patterns and cope efficiently with the challenges lying ahead.
- 21.82 The NTA carries out its activities under four technical units namely Planning, Enforcement, Licensing and Vehicle Examination and Administration, Finance and Registration. The Planning Section is headed by the Transport Planner while the Technical Unit is headed by the Transport Controller. The Technical unit has been divided into sub units such as, Vehicle Examination, Road Transport Inspectorate, Parking Control and Licensing/Registration.
- 21.83 In the context of this Report, representations were received from both the National Transport Authority Technical Staff Union (Road Transport Inspectorate-RTI) and Traffic Warden and Vehicle Examiner Staff Union and Management. Submissions received from each union and Management are as follows:
- (i) **Road Transport Inspectorate:** amending qualification requirement of the grade of Road Transport Inspector and; changing mode of appointment at upper echelon; creation of additional posts; establishing appropriate training scheme; payment of a risk allowance; grant of 100% duty free car and refund of expenses incurred to follow courses;
  - (ii) **Traffic Warden Cadre:** to review the span of control between Senior Traffic Warden and Traffic Warden; changing mode of appointment to the grade of Senior Traffic Warden; payment of Risk Allowance; and officers of the Traffic Warden Cadre be eligible to full pension after reckoning 28  $\frac{3}{4}$  years of service;
  - (iii) **Vehicle Examiner's Cadre:** establishment of a new organisational structure at each centre with increase in the number of posts; eligibility for qualified officers of the Vehicle Examiner's Cadre to compete for the post of Transport Controller; adequate training for all staff; grant of duty free facilities and review of salary of the whole cadre generally.
  - (iv) **Management:** to upgrade the salary of all grades in all cadres at NTA and to rationalise the structure of Licensing/Registration Unit from three levels to a two-level structure only.
- 21.84 After taking cognizance of all the submissions, the Bureau expatiated on its philosophy behind upgrading, restyling and merging of grades. Parties were also apprised that modalities of appointment rests with Management. Members were informed that the Bureau would come up with a firm recommendation requesting

organisation to conduct a Risk Assessment Exercise to assess the level of risk involved in a particular job to justify the payment of a Risk Allowance. Explanations were given on the criteria for the grant of duty free and parties were invited to fill in the survey form on Travelling. Whenever requests were not acceded to, officers were given due explanations during consultative meetings.

- 21.85 Since the organisation structure of the NTA is adequate to enable it meet its objectives, it is being maintained. However, to better equip the NTA in its endeavour, we are reviewing the qualification requirement of the grade of Road Transport Inspector and rationalising the Licensing/Registration Officer Cadre.

### **Road Transport Inspector**

- 21.86 At present, appointment to the grade of Road Transport Inspector is made by selection from among officers in the grade of Principal Traffic Warden, Senior Traffic Warden and Traffic Warden reckoning at least 8 years' service in the cadre and by selection from among serving officers drawing salary in a scale the minimum of which is not less than the Rs 15475 monthly in their substantive appointment and who possess Cambridge School Certificate with credits in at least five subjects and two years' service in a substantive capacity in the grade.
- 21.87 In the context of this review, both Management and the staff side have reported that a Diploma in Transport and Logistics is a core requirement for appointment to the grade of Senior Road Transport Inspector. Enrolment to the Diploma course requires a minimum of two subjects at Advanced Level. At present, a few Road Transport Inspectors possessing only the Cambridge School Certificate have not been able to enrol themselves both at local and foreign institutions to follow the Diploma course. Representation has thus been made to upgrade the qualification from School Certificate to two subjects at Advanced Level for serving officers who would wish to join the grade of Road Transport Inspector.
- 21.88 After a thorough analysis, the Bureau considers that if such a situation is not attended to in time, there may be problems in filling posts at higher level in future at the NTA. As there is no dearth of qualified serving officers, we are recommending accordingly.

### **Recommendation 24**

- 21.89 We recommend that, in future, appointment to the grade of Road Transport Inspector should be made by selection from among officers in the grades of Principal Traffic Warden, Senior Traffic Warden and Traffic Warden reckoning at least eight years' service in the cadre and by selection from among serving officers drawing salary in a scale the minimum of which is not less than Rs 17375 monthly in their substantive appointment and who possess the Cambridge Higher School Certificate or passes in at least two subjects obtained on one certificate and reckoning at least two years' service in a substantive capacity in their respective grade.**

## **Senior Licensing/Registration Officer**

### **Licensing/Registration Officer**

- 21.90 Management has submitted that all posts in the Licensing/Registration Officers' cadre are vacant. Presently, officers in the grade of Management Support Officer and Office Management Assistant are performing the duties of these grades against payment of an allowance. For greater efficiency and effectiveness, Management has requested to rationalise the three level structure of the Licensing/Registration Officers cadre to a two-level structure.
- 21.91 As the Bureau is in favour of flattening of structures where this can be reasonably done, we are recommending accordingly.

### **Recommendation 25**

- 21.92 We recommend that the grades of Licensing/Registration Officer and Senior Licensing/Registration Officer should be merged and restyled Licensing/Registration Officer/ Senior Licensing/Registration Officer. Appointment thereto should be made by selection from among serving officers possessing a Higher School Certificate at the General Certificate of Education 'Advanced Level'. In the absence of qualified serving officers, recruitment should be made from external candidates possessing the prescribed qualification or equivalent.**
- 21.93 Incumbents would be required, among others, to process applications for new licences and renewal of licences and deal with correspondences relating to such licences; deal with transaction for registration and transfer of vehicles; issues of driver's certificate and student identity cards, prepare and process data to be fed into the computerised system and to retrieve such data as and when required; scan and print documents for licensing and registration needs; provide computer services for the issue/renewal of licences and for the registration/transfer of vehicles and collect revenue relating to these transaction; attend court cases, depone on information needs and produce certified true copies of documents; update entries in files, registers, cards and in computerised system in respect of licences and registration transaction and record decision of the Authority in respect of each applications.

### **Principal Licensing/Registration Officer**

- 21.94 With the merging of the grades Licensing/Registration Officer and Senior Licensing/Registration Officer, there is need to bring consequential change to the scheme of service for the grade of Principal Licensing/Registration Officer.

### **Recommendation 26**

- 21.95 We recommend that, henceforth, appointment to the grade of Principal Licensing/Registration Officer should be made by selection from among**

**officers in the grade of Licensing/Registration Officer/Senior Licensing/Registration Officer who reckon at least four years' service in a substantive capacity.**

#### **Hours of Work**

##### **Road Transport Inspector (Roster)**

##### **Senior Road Transport Inspector (Roster)**

21.96 To provide Management with the required flexibility to organise work, officers in the grades of Senior Road Transport Inspector and Road Transport Inspector are called upon to work on roster on a six-day week basis including Saturdays, Sundays and Public Holidays based on the operational requirements of the Authority.

21.97 This arrangement is being maintained. **This element has been taken into account in the determination of the salary of each grade.**

##### **Principal Traffic Warden**

##### **Senior Traffic Warden**

##### **Traffic Warden**

21.98 As per their respective scheme of service, officers in the grades of Principal Traffic Warden, Senior Traffic Warden and Traffic Warden may be required to work on a roster basis according to a pattern of work specifying the commencing times and finishing times of turns of duty including Saturdays, Sundays and Public Holidays. **This element has been taken into consideration in the determination of the salaries of the respective grades.**

#### **ICT Unit**

21.99 Management made a request for the creation of a three-level ICT structure to ensure a proper monitoring and implementation of projects. We have been informed that CISD officers are posted at the Authority for this purpose. However, as their posting is done on a rotational basis and they are also subject to transfer, this mobility impedes the monitoring of e-services.

21.100 The Bureau considers that it may not be appropriate to create departmental IT grades as there is a Ministry which is responsible for all IT issues in the Civil Service. Management may therefore make a request to the Ministry of Technology, Communication and Innovation for the posting on a full time basis of relevant IT staff with the required competencies and skills.

21.101 Nevertheless, owing to several similar requests from various quarters, the Bureau has provided for another mechanism to address these issues. We have recommended at paragraph 19.10 of this Report for the setting up of a Standing

Committee which will have the responsibility of looking into such requests and coming up with a general policy for the whole public sector.

**NATIONAL TRANSPORT AUTHORITY  
SALARY SCHEDULE**

| Salary Code | Salary Scale and Grade   |
|-------------|--|
| 26 000 100  | <b>Rs 101000</b><br>Road Transport Commissioner  |
| 26 085 095  | <b>Rs 62950 x 1850 – 68500 x 1950 – 74350 x 2825 – 80000 x 3000 – 86000</b><br>Deputy Road Transport Commissioner                                |
| 26 075 089  | <b>Rs 46900 x 1525 – 49950 x 1625 – 62950 x 1850 – 68500 x 1950 – 70450</b><br>Transport Controller<br>Transport Planner                         |
| 26 054 081  | <b>Rs 25525 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450</b><br>Assistant Transport Planner                          |
| 26 051 069  | <b>Rs 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350</b><br>Senior Transport Planning Officer  |
| 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><br>Transport Planning Officer  |
| 02 057 081  | <b>Rs 27850 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450</b><br>Administrative Manager, National Transport Authority |
| 08 065 082  | <b>Rs 34350 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 58075</b><br>Secretary, NTA Board   |

| Salary Code | Salary Scale and Grade  |
|-------------|---|
| 18 068 083  | <b>Rs 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 59700</b><br>Chief Road Transport Inspector                              |
| 18 058 076  | <b>Rs 28625 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 48425</b><br>Principal Road Transport Inspector             |
| 18 052 073  | <b>Rs 23975 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 43850</b><br>Senior Road Transport Inspector (Roster)       |
| 18 044 070  | <b>Rs 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 39575</b><br>Road Transport Inspector (Roster) |
| 26 072 087  | <b>Rs 42325 x 1525 – 49950 x 1625 – 62950 x 1850 – 66650</b><br>Chief Vehicle Examiner                                      |
| 26 067 081  | <b>Rs 36200 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450</b><br>Principal Vehicle Examiner                    |
| 26 061 076  | <b>Rs 30950 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 48425</b><br>Senior Vehicle Examiner                        |
| 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><br>Vehicle Examiner   |
| 18 046 071  | <b>Rs 20525 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 40800</b><br>Principal Traffic Warden (Roster) |
| 18 040 066  | <b>Rs 18075 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 35275</b><br>Senior Traffic Warden (Roster)     |

| Salary Code | Salary Scale and Grade  |
|-------------|---|
| 18 028 061  | <b>Rs 14325 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 30950</b><br>Traffic Warden (Roster)  |
| 18 058 073  | <b>Rs 28625 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 43850</b><br>Principal Licensing/Registration Officer   |
| 18 030 067  | <b>Rs 14875 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 36200</b><br>Licensing/Registration Officer/Senior Licensing/Registration Officer<br><i>formerly Licensing/Registration Officer</i><br><i>Senior Licensing/Registration Officer</i> |
| 26 028 061  | <b>Rs 14325 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 30950</b><br>Station Master   |
| 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 725 – 31725</b><br>Machine Minder/Senior Machine Minder (Bindery)(Roster)  |
| 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><br>Driver   |
| 24 018 044  | <b>Rs 11710 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575</b><br>Security Guard   |
| 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><br>General Worker  |

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