

02. AGRICULTURAL MARKETING BOARD

- 2.1 The Agricultural Marketing Board (AMB) is a body corporate which was set up in 1963 by the Mauritius Agricultural Marketing Act 1963 and presently, operates under the *aegis* of the Ministry of Agro-Industry and Food Security.
- 2.2 By virtue of the Act, the AMB is vested with wide powers in matters relating to imports and exports, warehousing, distribution and sales of commodities declared as “controlled products”. It is currently the country’s foremost wholesaler of “controlled products” Presently, the AMB is engaging itself in retailing activities across the island along with direct sale to the general public through its retail/outlets, market stalls operated by its own employees. The AMB is also managing the seed Purchase Schemes as well as Freight Rebate Scheme. To remain competitive in the retailing industries, the AMB intends to import new products.
- 2.3 The main objective of the AMB is, among others, to provide for efficient marketing facilities for controlled products at fair reasonable prices and to operate or provide for the operation of storage, handling, transport and processing facilities in respect of these products as well as for the regulation of their standard and quality.
- 2.4 The vision of the AMB is to become an internationally competitive partner of the Agro-Industry and its mission is to maximise customer satisfaction by providing high quality and innovative products and services reliably and cost efficiently. It aims at promoting the diversification of agriculture for the benefit of local producers and consumers, stabilising prices of “controlled products” by optimising resources and providing an excellent level of customer care.
- 2.5 The AMB is managed by a Board and is headed by a General Manager who is assisted by an Assistant General Manager in the execution of the policy of the Board and for the control and management of the day-to-day business of the organisation.
- 2.6 In the 2013 PRB Report, with a view to re-engineering a few hierarchies to improve efficiency and effectiveness and to achieve the organisation’s objectives, we, among others, recommended the abolition of certain grades, merged/restyled and re-defined few others.
- 2.7 In the context of the present overall review exercise, Management apprised the Bureau that AMB is implementing a reform plan allowing the organisation to divert its activities. In the process of major reforms, the employees of ex-Tobacco Board have been redeployed to the AMB and this would need a review of the organisation structure at all level of operations.

- 2.8 Both the representatives of the Unions and the Management of the Agricultural Marketing Board have, therefore, requested that in view of the on-going reforms, there is need to abolish certain grades which are no more required, restyle certain others to more appropriate job appellations commensurate with the nature of duties performed, as well as provide for new levels which would enhance service delivery and allow the AMB to meet the needs of its different stakeholders.
- 2.9 We have examined the different options available which would allow the AMB to reach the expected standard in service delivery and also agree that as further restructuring would still be needed within the organisation, we are abolishing certain grades, restyling others and creating additional ones.

Restructuring of the Engineering Section

Electrical Engineer (New Grade)

- 2.10 The Management of the AMB has submitted that in view of the forecasted expansion of the storage capacity of the AMB, and taking into consideration the provision of the Occupational Safety and Health Act which provides that “where the total power used or generated by machinery installed at any place of work exceeds 750 kilowatts, the employer shall employ a registered professional engineer to be in charge of all such machinery”, there is, therefore, need for a grade to carry out the functions.
- 2.11 Management has, therefore, requested for the creation of a grade of Electrical Engineer on its establishment, the moreso, given that the only Engineer/Senior Engineer in post is a qualified Mechanical Engineer. We have analysed the proposal and are herewith, making the necessary recommendation.

Recommendation 1

- 2.12 **We recommend the creation of the grade of Electrical Engineer on the establishment of the AMB. Appointment, thereto, should be made by selection from among candidates who are registered as a Registered Professional Engineer of Mauritius in the field of Electrical or Mechatronics Engineering with the Council of Registered Professional Engineers.**
- 2.13 Incumbent would, among others, be required to assist the Engineer/Senior Engineer in the day-to-day running of the Engineering Section; advise and recommend on all electrical installations at the AMB; supervise electric/electronic works undertaken internally and by external repair and maintenance agencies; manage the electrical and electronic works at the AMB; be responsible for the installation, operation and maintenance of all electric/electronic and associated services equipment; and ensure compliance

with the Occupational Safety and Health Act to avoid any electrical hazard within the workplace.

Technical Manager (Engineering)
formerly Engineer/Senior Engineer

- 2.14 With the creation of the grade of Electrical Engineer on the establishment of the AMB, the structure of the Engineering Section has been reviewed such that the new grade of Electrical Engineer would be required to be responsible to the Engineer/Senior Engineer. As such, with a view to provide for an appropriate cadre/structure, we have deemed it fit to restyle the grade of Engineer/Senior Engineer to a more appropriate job appellation commensurate with the nature of duties and level of responsibilities devolving upon the incumbent.

Recommendation 2

- 2.15 We recommend that the grade of Engineer/Senior Engineer be restyled Technical Manager (Engineering) and incumbent would be in charge of the Engineering Section.**

- 2.16 The Technical Manager (Engineering) *formerly Engineer/Senior Engineer* would, henceforth, be required, *inter-alia*, to supervise and coordinate the work of all personnel in the Engineering Section; participate and contribute in the formulation of strategic planning; advise on matters of policy relating to plant vehicle and equipment; identify the training needs and train employees in the Engineering Section; and formulate, implement and enforce, in collaboration with the Safety and Health Officer/Senior Safety and Health Officer, safety standards in all installations and maintenance works.

Procurement and Supply Officer (New Grade)

- 2.17 The Management of the AMB has apprised the Bureau that the Procurement and Supply Section of the AMB is presently staffed with two officers who are assigned the duties of Assistant Procurement and Supply Officer and who are taking responsibility of the procurement activities. Given that this arrangement is not in conformity with the principles of good governance/requirements of the Procurement Act, as also observed by the National Audit Office, Management has requested a level of Procurement and Supply Officer to assume these responsibilities and avoid unwarranted Legal/Statutory disputes. The Bureau is agreeable to the proposal.

Recommendation 3

- 2.18 We recommend the creation of the grade of Procurement and Supply Officer on the establishment of the Agricultural Marketing Board. Appointment, thereto, should be made by selection from among holders of a Cambridge Higher School Certificate with a pass at Principal Level in**

Mathematics or Accounts and a Certificate in Purchasing and Supply Management from a recognised institution.

- 2.19 Incumbent would be in charge of the Procurement Section and its day-to-day Management, and would, among others, be required to implement appropriate practices for the procurement of goods for resale for the AMB; ensure that personnel posted in the Procurement Section are adequately informed of and comply with all the existing rules and regulations of procurement laws; supervise the safekeeping of all non-controlled products procured by the AMB and ensure prompt record keeping thereof; advise Management on all spheres of procurement and ensure the use of appropriate bidding documents at all times; head and advise on any assignment related to purchasing, supply and consumables management; attend queries from suppliers; and maintain and update AMB's suppliers list.

Operations Worker (New Grade)

- 2.20 At present, employees in the grades of General Worker and Handy Worker (Special Class) of the AMB, are called upon to work in retail outlets and market fairs across the island and are required to ensure safe custody of the cash collection during the day, until same is collected by another employee for remittance at the AMB.
- 2.21 In view of the recurrent nature of such activities in retail outlets, the more so that General Workers and Handy Workers (Special Class) are not qualified to ensure cash transactions, the Management of the AMB has requested for the creation of a dedicated grade to assume such functions. We concur with the proposal of the AMB and are recommending, likewise.

Recommendation 4

- 2.22 **We recommend the creation of the grade of Operations Worker on the establishment of the Agricultural Marketing Board. Appointment, thereto, should be made by selection from General Workers and Handy Workers (Special Class) (Personal) of the AMB, reckoning at least 15 years' service.**
- 2.23 Incumbent would, among others, be required to remove, load, transport and stack materials; effect general cleaning works, including indoor and outdoor premises; weigh and pack produce; act as helper in delivery vans and retail outlets; effect cash transactions as and when required in market fairs and retail outlets; ensure safe custody of cash collected until submission to any authorised officer; and ensure appropriate vigilance in the sales of produce and ensure safekeeping of produce under his custody in market fairs/retail outlets.

Abolition of Grades

Head, Lay Services

2.24 It was submitted that the officer in post as Head, Lay Services has already retired from the service at the AMB on Voluntary Retirement Scheme and that the services of the grade would no longer be required. We are, therefore, recommending accordingly.

Recommendation 5

2.25 We recommend that the grade of Head, Lay Services on the establishment of the Agricultural Marketing Board be abolished.

Gatekeeper

2.26 The Management of the AMB has submitted that, at present, there is only one employee in post as Gatekeeper and that the others have proceeded on voluntary retirement. In view of the fact that the duties devolving upon incumbent have been contracted out, there would no longer be any need to maintain the grade of Gatekeeper at the AMB.

Recommendation 6

2.27 We recommend that the grade of Gatekeeper on the establishment of the Agricultural Marketing Board be made evanescent and abolished on vacancy. We are providing for a personal salary for the incumbent in post as at 31 December 2015.

Forklift Driver

2.28 Both Union Members and the Management of the AMB have represented that the requirement of "at least 10 years' experience in the grade of Driver" be waived from the scheme of service of the grade of Forklift Driver in view of the fact that the AMB is having difficulty to fill the post, the moreso that several employees of the AMB possess a Forklift Driver's licence but do not reckon the 10 years' experience as Driver. The Bureau has agreed to the proposal and is bringing corrective measures.

Recommendation 7

2.29 We recommend that the scheme of service for the grade of Forklift Driver on the establishment of the AMB be amended such that, in future, appointment to the grade would henceforth, be made by selection from among employees of the AMB holding a substantive appointment and possessing a valid driving licence for Forklifts; have a good eyesight; and are able to read and write English.

Human Resource Officer/Senior Human Resource Officer

Recommendation 9

2.30 We recommend that incumbents in the grade of Human Resource Officer/Senior Human Resource Officer possessing a Diploma in Human Resource Management or a Diploma with Human Resource Management as a major component from a recognised institution or an equivalent qualification should be allowed to move incrementally in the master salary scale up to salary point Rs 42325 provided that 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..

02. AGRICULTURAL MARKETING BOARD

SALARY SCHEDULE

AMB 1	:	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
		General Worker
AMB 2	:	Rs 11450 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19200
		Assistant Handy Worker (Skilled) (Personal) Handy Worker (Special Class) (Personal)
AMB 3	:	Rs 11970 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 20050
		Office and Weighbridge Attendant Operations Worker (New Grade)
AMB 4	:	Rs 11450 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21000
		Gatekeeper (<i>Personal to employee in post as at 31.12.15</i>)
AMB 5	:	Rs 12750 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200
		Driver/Messenger

02. AGRICULTURAL MARKETING BOARD (Contd)

- AMB 6 : 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**
Handy Worker (Skilled)
- AMB 7 : 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**
Forklift Driver
- AMB 8 : Rs 12490 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 25525**
Receptionist/Telephone Operator
- AMB 9 : 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 – 27075**
Weighbridge Operator
- AMB 10 : Rs 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 30175**
Clerical Officer/Higher Clerical Officer
Clerk/Word Processing Operator
- AMB 11 : Rs 14875 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 31725**
Technical Operator
- AMB 12 : Rs 14875 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500**
Computer Support Officer
- AMB 13 : Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500**
Accounts Clerk
Assistant Procurement and Supply Officer
Cashier
Head, Registry
- AMB 14 : Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350**
Operations Officer

02. AGRICULTURAL MARKETING BOARD (Contd)

- AMB 15 : Rs 19200 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350**
Confidential Secretary
- AMB 16 : Rs 21000 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350**
Head Technical Operator
- AMB 17 : Rs 22575 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350**
Procurement and Supply Officer (New Grade)
- AMB 18 : Rs 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 40800**
Human Resource Officer/Senior Human Resource Officer
- AMB 19 : Rs 18450 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325**
Senior Operations Officer
- AMB 20 : Rs 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325**
Safety and Health Officer/Senior Safety and Health Officer
- AMB 21 : Rs 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 45375**
Accounting Technician
- AMB 22 : Rs 26300 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450**
IT Officer
- AMB 23 : Rs 25525 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450**
Human Resource Management Officer
- AMB 24 : Rs 28625 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450**
Internal Auditor (Qualified)
- AMB 25 : Rs 29400 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450**
Electrical Engineer (New Grade)

02. AGRICULTURAL MARKETING BOARD (Contd)

**AMB 26 : Rs 28625 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950
x 1625 – 62950**

Accountant/Senior Accountant
formerly Accountant

**AMB 27 : Rs 28625 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950
x 1625 – 62950 x 1850 – 66650**

Administrative Secretary
Head Operations Officer
Seeds Officer
Trade and Marketing Officer

**AMB 28 : Rs 38350 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950 x 1850 –
66650**

Technical Manager (Engineering)
formerly Engineer/Senior Engineer

**AMB 29 : Rs 62950 x 1850 – 68500 x 1950 – 74350 x 2825 – 80000 x 3000 –
92000**

Assistant General Manager

AMB 30 : Rs 110000

General Manager

