

## 32. MAURITIUS EXAMINATIONS SYNDICATE

- 32.1 The Mauritius Examinations Syndicate (MES) was established as a corporate body by the Mauritius Examinations Syndicate Act No. 4 of 1984. It operates under the *aegis* of the Ministry of Education and Human Resources, Tertiary Education and Scientific Research, with the objectives to organise and conduct examinations; promote the development of a sound system of Examinations by engaging in relevant research and other related activities; award certificate and cooperate with other examination bodies.
- 32.2 The Syndicate is committed to organising and conducting examinations at all levels consistent with policies and goals and in line with emerging international trends. In so doing it envisions to maintain itself as a leading institution both in Mauritius and in the region, playing a key role in the fields of examinations, assessment and evaluation.
- 32.3 The Director, who is the principal academic and administrative officer, is responsible for the day-to-day management. He is supported by two Deputy Directors, an Administrative/Deputy Secretary, a Secretary, other officers of the technical section and staff of the General Services Cadre.
- 32.4 In the context of this review, both staff side and Management informed that the Office of the Public Sector Governance had, at the request of Government, carried out a study on the restructuring of the MES and submitted its recommendations which have been approved by Cabinet at its meeting on Friday 09 January 2015. However, in view of the complexity and scope of the restructuring exercise, the Board of MES and Management thought it wise that an in-depth study should be carried out first by an external Consultant to ensure a smooth implementation.
- 32.5 During consultations, management was apprised that grades which are urgently required would be graded by the Bureau on an *ad hoc* basis well before and even after the publication of this Report, once the parent Ministry conveys its approval on the proposed schemes of service.
- 32.6 Taking into consideration the structural adjustments at the Syndicate, we are in this Report not bringing any change to the existing structures. **We are, however, recommending the conduct of an HR Audit to identify additional HR requirements and to prompt appropriate remedial measures.**

### Allowance

- 32.7 At present, the Confidential Secretary attached to the office of the Director, MES, is called upon to work regularly over and above the normal working hours. She is exceptionally paid a monthly *ad hoc* allowance along the same lines as Confidential Secretary posted with Ministers, Parliamentary Private Secretaries,

officers of the level of Permanent Secretary and above and the Cabinet's Office.  
**We are maintaining this provision.**

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### **SALARY SCHEDULE**

- MES 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
- MES 2 : Rs 11710 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575**  
Security Guard
- MES 3 : Rs 17375**  
Safety and Health Officer (Part time)
- MES 4 : Rs 11970 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 20050**  
Gardener
- MES 5 : Rs 11970 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21000**  
Examinations Attendant
- MES 6 : Rs 12750 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21000**  
Senior Gardener
- MES 7 : Rs 12750 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200**  
Driver
- MES 8 : 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**  
Binder  
Handy Worker/Tradesman
- MES 9 : 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

### 32. MAURITIUS EXAMINATIONS SYNDICATE (Contd)

- MES 10 : Rs 16075 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 25525**  
Senior Examinations Attendant
- MES 11 : 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 – 28625**  
Assistant Stores Officer (Personal)
- MES 12 : Rs 13790 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 29400**  
Technical Assistant (Electrical Installation and Maintenance)  
Technical Assistant (Practical Examinations)  
Technical Assistant (Printing)  
Technical Assistant (Computer)
- MES 13 : Rs 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 30175**  
Clerk/Word Processing Operator  
Examinations Clerk
- MES 14 : Rs 16075 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 30175**  
Security Officer
- MES 15 : Rs 18450 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 30175**  
Foreman
- MES 16 : Rs 18825 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 31725**  
Assistant Head of Printing
- MES 17 : Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500**  
Accounts Clerk  
Assistant Procurement and Supply Officer  
Data Processing Assistant  
Examinations Assistant  
Stores Officer (Personal)
- MES 18 : Rs 22575 x 625 – 23200 x 775 – 32500 x 925 – 35275**  
Senior Security Officer

### 32. MAURITIUS EXAMINATIONS SYNDICATE (Contd)

- MES 19 : Rs 19200 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350**  
Confidential Secretary
- MES 20 : Rs 22575 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350**  
Financial Officer  
Procurement and Supply Officer  
Senior Data Processing Assistant  
Senior Examinations Assistant
- MES 21 : Rs 25525 x 775 – 32500 x 925 – 37125 x 1225 – 38350**  
Senior Confidential Secretary (Personal)
- MES 22 : Rs 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325**  
Computer Technician  
Documentation Officer  
Maintenance Officer
- MES 23 : Rs 20525 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325**  
Programmer
- MES 24 : Rs 28625 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 43850**  
Senior Financial Officer  
Senior Procurement and Supply Officer
- MES 25 : Rs 27850 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 45375**  
Examinations Superintendent  
Head of Printing
- MES 26 : Rs 30950 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 48425**  
Research and Development Assistant  
Senior Programmer
- MES 27 : Rs 33425 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 51575**  
Principal Financial Officer
- MES 28 : Rs 25525 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450**  
Administrative Officer

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- MES 29** : **Rs 26300 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450**  
IT Officer  
Systems Administrator
- MES 30** : **Rs 28625 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450**  
Human Resource Management Officer
- MES 31** : **Rs 26300 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950**  
Administrative Officer (Personal to officers in post as at 30.06.08)
- MES 32** : **Rs 29400 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950**  
Examinations Officer (Administration)  
Examinations Officer (Data Processing)
- MES 33** : **Rs 39575 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950**  
Manager (Procurement and Supply)
- MES 34** : **Rs 38350 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950 x 1850 – 68500 x 1950 – 74350**  
Research and Development Officer
- MES 35** : **Rs 46900 x 1525 – 49950 x 1625 – 62950 x 1850 – 68500 x 1950 – 74350**  
Financial Manager  
Senior Examinations Officer (Administration)  
Senior Examinations Officer (Data Processing)
- MES 36** : **Rs 62950 x 1850 – 68500 x 1950 – 74350 x 2825 – 80000 x 3000 – 83000**  
Administrative/Deputy Secretary
- MES 37** : **Rs 62950 x 1850 – 68500 x 1950 – 74350 x 2825 – 80000 x 3000 – 86000**  
Principal Examinations Officer
- MES 38** : **Rs 66650 x 1850 – 68500 x 1950 – 74350 x 2825 – 80000 x 3000 – 86000**  
Principal Research and Development Officer  
Secretary

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**MES 39 : Rs 98000**  
Deputy Director

**MES 40 : Rs 110000**  
Director

