

## **27. MANUFACTURING SECTOR WORKERS WELFARE FUND**

- 27.1 The Manufacturing Sector Workers Welfare Fund (MSWWF), a body corporate established as per Act No. 29 of 2012, operates under the Ministry of Labour, Industrial Relations, Employment and Training with the objective of advancing and promoting the social and economic welfare of workers, their spouse and their children in the manufacturing sector.
- 27.2 Its functions, among others, are: to manage the financial and other resources of the fund; give loans or financial assistance to workers of the manufacturing sector; and finance all such things as appear requisite and advantageous for or in connection with the advancement and promotion of the social and economic welfare of workers, their spouses and children.
- 27.3 The General Manager is responsible for the execution of the policy of the Board and for the control and management of the day-to-day business of the Fund. He is assisted in the dispatch of the services by the Programme Coordinator, Secretary, officers of the General Services grades and other supporting staff.
- 27.4 In the context of this review and during consultation, management requested for the creation of grades; abolition of the grade of Internal Auditor (Personal) and upgrading of salaries.
- 27.5 After carefully examining the submissions, we are, in this Report not bringing any major change in the existing structure except for the creation of a grade of IT Officer and abolition of the grade of Computer Support Officer

### **IT Officer (New Grade)**

- 27.6 It has been represented that the Fund is investing in its IT infrastructure which is in the process of being re-engineered. Consequently, there is need for a professional level to be responsible for all the IT aspects of the organisation.

### **Recommendation 1**

- 27.7 We recommend the creation of the grade of IT Officer. Appointment thereto should be made by selection from among candidates possessing a Degree in Computer Science or Information Technology or an equivalent acceptable qualification to the Board and having at least two years' post qualification experience in the field of Information Technology.**
- 27.8 Incumbent should, *inter alia*, be responsible, among others, for all work relating to Information Technology, including coordination and management of projects; preparation, updating and implementation of IT Plans; preparation and appraisal of tenders for hardware and software; establishment of software and data security procedures to protect confidentiality of the Fund.

## **Abolition of Grade**

27.9 Management has submitted that the grade of Computer Support Officer is currently vacant and does not meet the functional requirements of the organisation. Furthermore, with the creation of the grade of IT Officer, the grade of Computer Support Officer would no longer be required and it is, therefore, being abolished.

## **Recommendation 2**

**27.10 We recommend that the grade of Computer Support Officer be abolished.**

## **27. MANUFACTURING SECTOR WORKERS WELFARE FUND**

### **SALARY SCHEDULE**

<b>MSWWF 1</b>	<b>:</b>	<b>Rs 11710 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575</b>
		Security Guard
<b>MSWWF 2</b>	<b>:</b>	<b>Rs 11970 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 20050</b>
		Office Attendant
<b>MSWWF 3</b>	<b>:</b>	<b>Rs 13010 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23175</b>
		Driver/Handy Worker (Skilled)
<b>MSWWF 4</b>	<b>:</b>	<b>Rs 11710 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200</b>
		Telephone Operator
<b>MSWWF 5</b>	<b>:</b>	<b>Rs 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 30175</b>
		Clerk/Word Processing Operator
<b>MSWWF 6</b>	<b>:</b>	<b>Rs 14875 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500</b>
		Programme/Welfare Assistant
<b>MSWWF 7</b>	<b>:</b>	<b>Rs 16400 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500</b>
		Management Support Officer (New Grade)

**27. MANUFACTURING SECTOR WORKERS WELFARE FUND (Contd)**

- MSWWF 8 : Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500**  
Accounts Clerk  
Executive Officer (Personal)
- MSWWF 9 : Rs 19200 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350**  
Confidential Secretary
- MSWWF 10 : Rs 22575 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350**  
Accounts Officer
- MSWWF 11 : Rs 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325**  
Public Relations/Liaison Officer
- MSWWF 12 : Rs 28625 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325**  
Senior Accounts Officer
- MSWWF 13 : Rs 25525 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450**  
Programme Welfare Officer  
Secretary
- MSWWF 14 : Rs 26300 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450**  
IT Officer (New Grade)
- MSWWF 15 : Rs 28625 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450**  
Accountant  
Internal Auditor (Personal)
- MSWWF 16 : Rs 38350 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950**  
Programme Coordinator
- MSWWF 17 : Rs 95000**  
General Manager

