

56. NATIONAL LIBRARY

- 56.1 The National Library is mandated by the National Library Act 1996 and aims to be a model of excellence in the provision of information services to all Mauritians and people of the World. It operates under the *aegis* of the Ministry of Arts and Culture and envisions to be the nation's leading documentary resource pertaining to the Republic of Mauritius and as the apex library, serving the needs of the Mauritian people at large in research, scholarship and creativity.
- 56.2 The National Library is the first library in Mauritius to offer its catalogue online. The acquisition of the Unicorn Library Management System in 2004 has made it possible to provide the Online Public Access Catalogue (OPAC) to facilitate searching of the holdings of the library from any place via a terminal connected to the internet.
- 56.3 The organisation structure of the National Library comprises three departments namely, Administration, Finance and Library. The Director is responsible to the Board and manages the day to day activities of the National Library.
- 56.4 In our last Report, the post of Systems Administrator was restyled to IT Officer/ Systems Administrator in the context of the digitisation of the services provided by the National Library.
- 56.5 In the context of this review exercise, Management made submissions for restyling, merging and the creation of new levels as well as aligning the present Finance cadre with that of the Civil Service. The profiles for the new grades, as requested by Management, were not submitted to the Bureau and, therefore, these could not be included in this Report. Positions requested by Management would, therefore, be graded by the Bureau whenever requested, on an *ad hoc* basis.
- 56.6 We are, in this Report, maintaining the organisation structure while restyling the post of Administrative Assistant to a more appropriate appellation so as to better reflect the true nature of duties performed by incumbent and also introducing the payment of an *ad hoc* allowance to incumbents performing duties of collecting and depositing keys at the Police Station.

Allowance for Library Attendant

- 56.7 It has been represented that the Library Attendant at the National Library is called upon to collect/deposit keys at the Police Station. In the Civil Service, this duty is carried out by an Office Care Attendant and the latter is compensated by an allowance. A perusal of the Job Description Questionnaire, duly signed by the immediate supervisor, has revealed that the Library Attendant is effectively performing duties of collection and deposit of keys at the

Police Station while the Driver/Office Attendant performs mainly driving duties. We are, therefore, making provision for an appropriate allowance.

Recommendation 1

56.8 We recommend that a non-pensionable allowance of Rs 350 be paid to incumbents in the Library Attendant Cadre at the National Library who have to cover, over and above the home to office journey and back, an aggregate of two to six kilometres daily to collect and deposit keys at the Police Station.

56. NATIONAL LIBRARY

SALARY SCHEDULE

NL 1	:	Rs 11970 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 20050
		Library Attendant
NL 2	:	Rs 14325 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21475
		Senior Library Attendant
NL 3	:	Rs 12750 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200
		Driver/Office Attendant
NL 4	:	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
NL 5		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
NL 6	:	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
		Microfilm Operator
NL 7	:	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 – 30175
		Binder (Personal)

56. NATIONAL LIBRARY (Contd)

- NL 8 : 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
Library Clerk
- NL 9 : Rs 18450 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 30175**
Senior Binder
- NL 10: Rs 16400 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500**
Management Support Officer (New Grade)
- NL 11 : Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500**
Accounts Clerk
Assistant Procurement and Supply Officer
- NL 12 : Rs 19200 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500**
Senior Library Clerk
- NL 13 : Rs 20525 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 34350**
Office Supervisor
- NL 14 : Rs 19200 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350**
Confidential Secretary
- NL 15 : Rs 22575 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350**
Accounts Officer
Procurement and Supply Officer
- NL 16 : Rs 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325**
Library Officer
- NL 17 : Rs 28625 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 43850**
Senior Accounts Officer
- NL 18 : Rs 27075 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 48425**
Senior Library Officer

56. NATIONAL LIBRARY (Contd)

- NL 19 : Rs 25525 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950
x 1625 – 56450**
Administrative Secretary
formerly Administrative Assistant
- NL 20 : Rs 26300 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950
x 1625 – 56450**
IT Officer/Systems Administrator
Librarian
- NL 21 : Rs 28625 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950
x 1625 – 56450**
Accountant
- NL 22 : Rs 38350 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950**
Senior Librarian
- NL 23 : Rs 101000**
Director

