

62. OPEN UNIVERSITY OF MAURITIUS

- 62.1 The Open University of Mauritius (OUM) was established in 2012 under the Open University of Mauritius Act 2010. Its primary objective is to provide quality education to people of all backgrounds from Mauritius and around the world with the ultimate aim of developing their intellectual, moral, civic and creative capacities to the fullest so that they can lead a life full of dignity while contributing meaningfully to the socio-economic development of their nation.
- 62.2 The OUM envisions to be among the leading open universities recognised worldwide for providing high-quality education and training. It aims at delivering quality education to students who are unable to be physically present on campus. It also provides flexible study options hence enabling prospective students to study from home, work or anywhere in the world, at a time convenient to them and their lifestyle. The University offers an array of courses ranging from Certificate to PhD level and runs about 80 programmes. Since its inception, it has enrolled about 4000 students and is also involved in the training of employees of private and public organisations. The OUM has also forged collaboration with prestigious foreign universities.
- 62.3 The activities of the OUM are organised under various Divisions and Institutes. The Director-General is the chief executive and academic officer of the university and is supported by academics and non-academics. The staff mainly consists of employees of the ex Mauritius College of the Air (MCA). The latter have integrated the OUM following the repeal of the MCA Act. Since the University has started its operations, several grades have been created on an *ad hoc* basis on its establishment to enable the organisation to deliver on its mandate.
- 62.4 In the context of this Report, Management as well as staff side have requested the Bureau to provide the necessary structure and specific conditions of service to enable the organisation to operate as a full fledged University. It is worth highlighting that following the meeting with Union and Management, many grades have been created on the establishment of the OUM. For this Report, we are further consolidating the existing structure to enable the organisation to meet its objectives. In addition, we are providing specific incentives and conditions of service in line with what prevail in other public universities, which we consider to be a strong motivation for the delivery of enhanced services.

Public Relations Officer (New Grade)

- 62.5 Management has requested for the creation of a grade of Public Relations Officer, among others. We consider this level as an essential one in enabling the University to provide more efficient and effective services. We are, therefore, making appropriate provisions to that end.

Recommendation 1

- 62.6 **We recommend the creation of a grade of Public Relations Officer. Appointment, thereto, should be made from among candidates possessing a degree in English or French or Law or Communication Studies or Psychology or in any other related fields from a recognised institution or an equivalent qualification from a recognised institution acceptable to the Board and reckoning at least one year experience in public relations.**
- 62.7 Incumbent would be required to, *inter alia*, assist in the development of public relations strategies and ensure execution of the strategies; write texts for various communication materials; be responsible for the management of all alumni related activities; liaise with media for news releases and press coverage as and when approved; and collaborate with the internal stakeholders to further the mission of the University.

Accountant (New Grade)

- 62.8 Management has informed that there is need for a professional level to assist the Financial Controller and oversee the work of subordinates in the Finance Division. In this context, request has been made for the provision of a grade of Accountant, to which we are agreeable.

Recommendation 2

- 62.9 **We recommend the creation of a grade of Accountant. Appointment, thereto, should be made from among candidates possessing a pass at the final examination required for admission to membership to the Institute of Chartered Accountants of England and Wales or Institute of Chartered Accountants of Scotland or Institute of Chartered Accountants of Ireland or Association of Chartered Certified Accountants or Chartered Institute of Management Accountants or Chartered Institute of Public Finance and Accountancy or an equivalent qualification acceptable to the Board. Candidates should also be registered with the Mauritius Institute of Professional Accountants in accordance with Section 51 of the Financial Reporting Act.**
- 62.10 Incumbent would be called upon to, *inter alia*, assist the Financial Controller in the management of the Finance Division of the University; exercise general supervision over the funds; assist in the formulation of budgetary policies; monitor budgetary expenditure and revenue; ensure compliance with reporting requirements; manage effectively subordinates; be responsible for the preparation of the Annual Financial Statement in accordance with Statutory requirements and with the University's policy,; and be responsible for the production of the Annual Budget.

Sabbatical Leave Scheme

Recommendation 3

62.11 We recommend that the Open University of Mauritius considers the advisability of setting up a Sabbatical Leave Scheme for its academic staff.

Consultancy Services

62.12 The OUM is committed to play a leading role in research and development and application of learning technologies for education and training. Moreover, one of its main functions is to provide consultancy and professional services, especially in open and distance learning. With a view to fostering and encouraging a research culture and consultancy works, we are providing for a distribution ratio of the net income regarding payment in respect of the research and consultancy services offered.

Recommendation 4

62.13 We recommend that the distribution ratio of the net income between academics and supporting staff and the University should be:

- (i) 2:1 for Research and Consultancy; and**
- (ii) 4:1 for short courses, seminars and workshops.**

Private work for Registered Professionals

Recommendation 5

62.14 We recommend that academic staff who are registered professionals should be allowed to exercise their profession, provided it is done outside their working hours and is not in conflict with their work at the University.

Academic Attainment

62.15 With a view to further encourage academics in upgrading themselves in terms of qualifications and academic attainment, we are making an appropriate recommendation.

Recommendation 6

62.16 We recommend that Lecturers, Senior Lecturers and Associate Professors holding a PhD and/or Master's Degree and reckoning academic achievement through published research, teaching, administrative contributions and publications and having stayed on top of their revised salary scales for one year should be allowed to move incrementally up to a maximum of two increments to be read from the Master Salary Scale.

62.17 We also recommend that for implementation of paragraph 62.16, the new salary point reached by virtue of the provisions made at paragraph 10.40 of Volume I of this Report shall be deemed to be the new top salary.

Political Activities

62.18 In general, full-time employees of public universities are not allowed to participate in active politics with a view to ensuring a smooth running in the operations of the university. We consider that this provision should equally apply to staff of the Open University.

Recommendation 7

62.19 We recommend that full time employees of the OUM should not be allowed to participate in active politics.

Movement for Administrative Officers

Recommendation 8

62.20 We recommend that officers in the grade of Administrative Officer who have stayed on top of their revised salary scale for one year should be allowed to move incrementally up to salary point Rs 62950 provided they have been consistently efficient and effective in their performance as evidenced by their Performance Appraisal Report during the preceding two years and have not been adversely reported upon on ground of conduct.

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SALARY SCHEDULE

OUM 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
OUM 2	:	Rs 11710 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575
		Security Guard
OUM 3	:	Rs 11970 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 20050
		Office Attendant
OUM 4	:	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

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- OUM 5 : 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**
Handyworker/Tradesman (Skilled)
- OUM 6 : Rs 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 23975**
Senior/Head Office Attendant
- OUM 7 : 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
- OUM 8 : Rs 16725 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 25525**
Senior Handyworker/Tradesman (Skilled)
- OUM 9 : 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
- OUM 10 : Rs 15450 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 31725**
Technician (Audio Video Production)
Technician (Engineering and Technology Services)
- OUM 11 : Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 31725**
Assistant Documentation Officer
- OUM 12 : Rs 16400 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500**
Management Support Officer
- OUM 13 : Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500**
Assistant Financial Operations Officer
Executive Officer (Personal)
Purchasing and Supply Officer (Personal)

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- OUM 14 : Rs 18825 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 34350**
Technician (Audio Video Production) (Personal to Technician (Operations) of ex-MCA)
Technician (Engineering & Technology Services) (Personal to Technician (Engineering Services) of ex-MCA)
- OUM 15 : Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 36200**
Computer Operations Controller (Personal)
- OUM 16 : Rs 21475 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 36200**
Documentation Officer
- OUM 17 : Rs 19200 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350**
Confidential Secretary
- OUM 18 : Rs 22575 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350**
Higher Executive Officer (Personal)
- OUM 19 : Rs 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 39575**
Office Management Assistant
- OUM 20 : Rs 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325**
Assistant Systems Analyst
Library Officer
- OUM 21 : Rs 21000 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350 QB 39575 x 1225 – 40800 x 1525 – 42325**
Senior Technician (Engineering and Technology Services)
- OUM 22 : Rs 21000 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325**
Senior Technician (Audio Video Production)
- OUM 23 : Rs 23975 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325**
Senior Technician (Engineering & Technology Services) (Personal to Senior Technician (Engineering Services) of the ex-MCA)
Senior Technician (Audio Video Production) (Personal to Senior Technician (Operations) of ex-MCA)

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- OUM 24 : Rs 25525 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325**
Senior Documentation Officer
- OUM 25 : Rs 25525 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950
x 1625 – 53200 QB 54825 x 1625 – 56450**
Technical Executive (Engineering and Technology Services)
Audio Video Executive
- OUM 26 : Rs 25525 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950
x 1625 – 56450**
Administrative Officer
Public Relations Officer (New Grade)
- OUM 27 : Rs 26300 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950
x 1625 – 56450**
Librarian
- OUM 28 : Rs 28625 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950
x 1625 – 56450**
Accountant (New Grade)
- OUM 29 : Rs 25525 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950
x 1625 – 62950**
Academic Media Coordinator
- OUM 30 : Rs 26300 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950
x 1625 – 62950**
Marketing and Development Officer
Systems Analyst/Senior Systems Analyst
- OUM 31 : Rs 28625 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950
x 1625 – 62950**
Internal Auditor/Senior Internal Auditor
formerly Internal Auditor
- OUM 32 : Rs 30950 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950
x 1625 – 62950**
Lecturer
formerly Assistant Lecturer/Lecturer
Technical Officer/Senior Technical Officer (Research) (ex-Service
Providing Institutions) (Personal)

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- OUM 33 : Rs 38350 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950**
Senior Technical Executive (Engineering and Technology Services)
Senior Audio Video Executive
- OUM 34 : Rs 38350 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950 x 1850 – 68500 x 1950 – 70450**
Assistant Registrar
Head, Audio Video Production
Head, Engineering and Technology Services
Head, Library Services
Senior Academic Media Coordinator
- OUM 35 : Rs 46900 x 1525 – 49950 x 1625 – 62950 x 1850 – 68500 x 1950 – 74350**
Financial Controller
Senior Lecturer
- OUM 36 : Rs 49950 x 1625 – 62950 x 1850 – 68500 x 1950 – 74350**
Deputy Registrar
- OUM 37 : Rs 51575 x 1625 – 62950 x 1850 – 68500 x 1950 – 74350**
Principal Academic Media Coordinator
- OUM 38 : Rs 62950 x 1850 – 68500 x 1950 – 74350 x 2825 – 80000 x 3000 – 86000**
Registrar
- OUM 39 : Rs 62950 x 1850 – 68500 x 1950 – 74350 x 2825 – 80000 x 3000 – 89000**
Associate Professor
Director (Academic Affairs)
Director (Language Institute)
Director (Multimedia and ICT Services)
Director (Open School)
Director (Quality Assurance and Capacity Building)
- OUM 40 : Rs 116000**
Director-General

**EX-MAURITIUS COLLEGE OF THE AIR
SALARY SCHEDULE**

- MCA 1 : Rs 17330**
Safety and Health Officer (Part Time) (Personal)
- MCA 2 : 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/Tradesman (Skilled) (Personal)
- MCA 3 : Rs 16725 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 25525**
Senior Handy Worker/Tradesman (Skilled) (Personal)
- MCA 4 : 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 (Personal)
- MCA 5 : Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 30950**
Assistant Printing Officer (Personal)
- MCA 6 : Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500**
Executive Officer (Personal)
- MCA 7 : Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 36200**
Computer Operations Controller (Personal)
- MCA 8 : Rs 22575 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350**
Financial Operations Officer (Personal)
Higher Executive Officer (Personal)
Procurement and Supply Officer (Personal)
- MCA 9 : Rs 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325**
Assistant Systems Analyst (Personal)
- MCA 10 : Rs 23200 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325**
Graphics Artist (Personal)
Printing Officer (Personal)

EX-MAURITIUS COLLEGE OF THE AIR (Contd)

- MCA 11 : Rs 28625 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 43850**
Senior Financial Operations Officer (Personal)
Senior Procurement and Supply Officer (Personal)
- MCA 12 : Rs 33425 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 51575**
Principal Financial Operations Officer (Personal)
- MCA 13 : Rs 25525 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450**
Copy Editor (Personal)
- MCA 14 : Rs 29400 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 51575 QB 53200 x 1625 – 56450**
Graphics Officer (Personal)
- MCA 15 : Rs 29400 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450**
Senior Printing Officer (Personal)
- MCA 16 : Rs 26300 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950**
Systems Analyst/Senior Systems Analyst (Personal)
- MCA 17 : Rs 29400 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 48425 QB 49950 x 1625 – 62950**
Graphics Officer (Personal to officer in post as at 30.6.03)
- MCA 18 : Rs 29400 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950**
Senior Printing Officer (Personal to officer in post as at 30.06.08)
- MCA 19 : Rs 38350 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950 x 1850 – 68500 x 1950 – 70450**
Head Graphics, Publishing and Printing (Personal)
Head Learning Resources Centre (Personal)
- MCA 20 : Rs 46900 x 1525 – 49950 x 1625 – 62950 x 1850 – 68500 x 1950 – 74350**
Quality Assurance Officer (Personal)
Senior Lecturer (Personal)

EX-MAURITIUS COLLEGE OF THE AIR (Contd)

**MCA 21 : Rs 62950 x 1850 – 68500 x 1950 – 74350 x 2825 – 80000 x 3000 –
89000**

Associate Professor (Personal)

