

67. RAJIV GANDHI SCIENCE CENTRE TRUST FUND

- 67.1 Operating under the *aegis* of the Ministry of Education and Human Resources, Tertiary Education and Scientific Research, the Rajiv Gandhi Science Centre Trust Fund (RGSCTF) was established under Act No. 6 of 1994. It aims to be a centre of excellence in the communication and promotion of science and technology.
- 67.2 In fulfilling its mission to serve as a centre for non-formal education while promoting science and technology among the population through various media, the RGSCTF envisions, among others, to create an awareness for science and technology and its impact in society and encourage creativity and innovation particularly among young people.
- 67.3 To be in line with the global trends in science and technology as well as realising the vision of the Government to boost science popularisation, encourage scientific research and develop the critical mass of scientists in economic pillars of the country, the RGSCTF has devised various strategies namely, the development of new exhibits on emerging areas in science and technology; organising lectures, seminars and workshops for various target groups; acquisition and dissemination of latest information in science and technology; and collaboration with like-minded local/international institutions.
- 67.4 The RGSCTF is headed by a Director who is responsible for the control and management of the Centre as well as the execution of the policy of the Board. He is supported in his task by a complement of personnel in professional, technical and other occupational categories.
- 67.5 With a view to enabling the RGSCTF to better fulfil its mandate, we are, in this Report, reinforcing the organisation structure with the creation of a few grades, enlarging a few schemes of service, merging the grades of Resource Officer and Senior Resource Officer as well as abolishing a few other grades.

Deputy Director

- 67.6 At present appointment to the grade of Deputy Director is made by selection from among Manager/Curators reckoning at least five years' service in a substantive capacity in the grade. Management has reported that, in order to attract more experienced candidates from like-minded institutions in the country, the selection exercise should be carried out through open competition.
- 67.7 The Bureau, however, is of the view that changing the mode of appointment may not be appropriate as the grade of Deputy Director is a promotional route for serving Manager/Curators in the organisation. Keeping this in view, the Bureau is making provision for a new mode of appointment to address the issue.

Recommendation 1

67.8 We recommend that recruitment to the grade of Deputy Director should continue to be made by selection from among Manager/Curators of the RGSCF reckoning at least three years' service in a substantive capacity in the grade. In the absence of qualified serving officers, recruitment should be made from among outside candidates possessing a Degree in a science subject or in Engineering, a post-graduate degree in a science subject or in Engineering and reckoning at least five years' experience in either public or private sector in the field of science and technology.

Manager (Planetarium) (New Grade)

67.9 Following a memorandum of understanding between the National Council of Science Museums, Government of India and the RGSCF, Government decided to relocate the planetarium with a view to decentralising the activities of the Centre. Since the planetarium will be another separate unit operating under the *aegis* of the RGSCF, there is need for a grade to head the unit. We are recommending accordingly.

Recommendation 2

67.10 We recommend the creation of the grade of Manager (Planetarium) on the establishment of the RGSCF. Appointment, thereto, should be made by selection from among candidates possessing a Masters' Degree in Physics, Astrophysics or Astronomy or an equivalent qualification. Incumbent in the grade of Manager (Planetarium) may be required to work outside normal working hours including Saturdays, Sundays and public holidays. This element has been taken into consideration in arriving at the salary determined for the grade.

67.11 Incumbent would be required, *inter alia*, to lead Astronomy Education/demonstration/dissemination programmes, overview the proper functioning of the planetarium premises and report any problem or make suggestions to the Director of RGSCF; and create/mount special programmes to highlight any celestial phenomena occurring in the southern hemisphere that is visible/ of concern to Mauritius.

Resource Officer/Senior Resource Officer formerly Senior Resource Officer Resource Officer

67.12 At present, there exists the grades of Senior Resource Officer and Resource Officer at the Centre. Incumbents in both grades would be performing more or less similar duties. In line with the policy of the Bureau for delayering and avoiding overlapping of duties, we are merging and restyling these two grades

to better reflect the nature of duties and responsibilities shouldered by the incumbents.

Recommendation 3

67.13 We recommend that the grades of Resource Officer and Senior Resource Officer at the RGCTF be merged and restyled Resource Officer/Senior Resource Officer. Incumbent in the merged grade would be required to perform the duties of the Resource Officer as well as those of the Senior Resource Officer. This element has been taken into consideration in arriving at the salary recommended for the grade.

Assistant Resource Officer (New Grade)

67.14 The Department of Education has a Manager/Curator (Education) as Head of Department who is supported by officers in the grade of Resource Officer. Management has submitted that with the increasing demand to conduct both in-house and outreach activities, there is need to provide the department with an additional support grade to which we are agreeable.

Recommendation 4

67.15 We recommend the creation of the grade of Assistant Resource Officer on the establishment of the RGCTF. Appointment thereto, should be made by selection from among candidates possessing a Cambridge Higher School Certificate with a pass at "Principal Level" in at least two science subjects (Physics, Chemistry or Biology) obtained on one certificate or passes in at least two science subjects (Physics, Chemistry or Biology) obtained on one certificate at the GCE "A" Level or an equivalent qualification.

67.16 Incumbent would be required, among others, to explain exhibitions to visitors; assist in organising and conducting non-formal educational programmes; support in the development of teaching aids and science kits; and carry out research work related to Science and Technology.

IT Officer (New Grade)

67.17 With the advent of new technologies and in light of increasing developments in the electrical, electronics and information technology/systems sector for science centres, Management has requested that there is an urgent need to equip sufficiently the IT department with the adequate human resources. Based on the vision of the Centre and future technical developments, we subscribe to the request and we are recommending accordingly.

Recommendation 5

67.18 We recommend the creation of the grade of IT Officer on the establishment of the RGSCTF. Appointment thereto, should be made by selection from among candidates possessing a Degree in Computer Science, Computer Engineering or Information Systems from a recognised institution or equivalent.

67.19 Incumbent would, among others, be required to assist the Manager/Curator (Electrical/Electronics/IT) in the management of the IT Unit; assist and advise the Manager/Curator (Electrical/Electronics/IT) in all IT-related matter/projects; ensure timely execution of all IT works, repairs, maintenance, installation and commissioning; and develop, maintain and protect an effective computerised information system for the development of databases and softwares.

Exhibition Officer

67.20 At present, appointment to the grade of Exhibition Officer is made by selection from among candidates possessing a degree in Commercial Art. Management has submitted that with the present qualifications requirement, duties related to exhibitions are hampered as incumbent is called upon to perform a multitude of tasks. Consequently, proposal has been made to enlarge the scheme of service of the grade of Exhibition Officer with a view to encompassing a wider range of qualifications geared towards exhibition development capabilities and competencies.

Recommendation 6

67.21 We recommend that, the scheme of service of the grade of Exhibition Officer be enlarged such that appointment thereto, should, henceforth, be made by selection from among candidates possessing a Degree in the field of Commercial Arts/Fine Arts/Visual Arts/Applied Arts and reckoning at least two years' working experience. Candidates should also be proficient in graphic design, sculpture, 3D modelling and installation.

Senior Procurement and Supply Officer (New Grade)

Assistant Procurement and Supply Officer (New Grade)

67.22 One area of the Centre that requires an urgent remedial action is the stores management and inventory control. Procurement is an important component of this activity-oriented Centre. However, there is lack of dedicated officers to handle such activities. Management has reported that the Auditor's Report has also highlighted this shortcoming.

67.23 Management has also laid emphasis on the fact that the post of Procurement and Supply Officer was advertised twice but no candidate could be recruited. With a view to enhancing service delivery and to induce people to join this cadre, we are strengthening the structure of the Procurement and Supply Unit.

Recommendation 7

67.24 We recommend the creation of the grade of Senior Procurement and Supply Officer on the establishment of the RGSCF. Appointment thereto, should be by promotion, on the basis of experience and merit, of officers in the grade of Procurement and Supply Officer at the RGSCF who reckon at least two years' service in a substantive capacity in the grade and who possess a Diploma in Purchasing and Supply Management from a recognised institution.

67.25 Incumbent would be required, *inter alia*, to organise and manage the procurement and supply activities; perform procurement, store keeping, and stock control duties in accordance with the provisions laid down in approved rules and procedures; assist in the appraisal and review exercises related to procurement, supply and warehouse operations; and prepare bids as per approved procedures.

67.26 We further recommend the creation of the grade of Assistant Procurement and Supply Officer on the establishment of the RGSCF. Appointment thereto, should be made from among candidates possessing a Cambridge Higher School Certificate or passes in at least two subjects obtained on one certificate at the General Certificate of Education "Advanced Level" and reckoning at least two years' experience in procurement and supply duties.

67.27 Incumbent would, among others, be required, to perform procurement, store keeping and stock control duties in accordance with regulations in force; carry out daily test checks and report any discrepancy arising out of loss, shortage, deterioration, surplus; assist in the verification that physical quantities tally with quantities in stores ledger; and assist in any assignment related to procurement, supply and warehousing operations.

Internal Control Officer (New Grade)

67.28 Management has reported that successive Auditor's Reports and even the Office of Good Governance have highlighted the weaknesses in proper control of all processes in the Centre and have recommended the creation of a grade of Internal Control Officer whereby incumbent would work independently of all Departments, act as a watchdog for good governance and report directly to the Director about any observations and remedial actions to be taken. We are, therefore, making appropriate recommendation.

Recommendation 8

67.29 We recommend the creation of the grade of Internal Control Officer on the establishment of the RGSCF. Appointment thereto, should be made by selection from among serving officers who hold a substantive appointment and who have successfully completed all papers of Fundamentals (Knowledge) and Paper F4 of Fundamentals (Skills) or have obtained the Certificate in Business Accounting (Foundation Level) of the CIMA Examination (New Syllabus) or an equivalent qualification.

67.30 Incumbent would be required, *inter alia*, to audit the finance, stores and other sites of the Centre; draft queries, memorandum or inspection reports arising out of the examination of the accounts and ensure that the Director is informed promptly of explanations; and supervise, undertake and examine annual statements and draft reports thereon.

Exhibit Fabricator (New Grade)

67.31 Management has submitted that there is an increasing demand from other organisations to provide them with exhibits/exhibitions fabricated by the RGSCF. Also, the core activity of the Mechanical Engineering Department should be related to exhibit development. Thus, there is need to have a grade whereby incumbents would be doing the exhibit fabrication using different materials and appropriate techniques. We have examined the requests and we are making necessary provision to this effect.

Recommendation 9

67.32 We recommend the creation of the grade of Exhibit Fabricator on the establishment of the RGSCF. Appointment thereto, should be made by selection from among candidates possessing a Certificate of Primary Education and NC level 3 in at least 2 different trades issued by the MITD or equivalent qualification.

67.33 Incumbent would be required, among others, to fabricate exhibits with a view to demonstrating scientific principles under the supervision of the Maintenance and Development Officer (Mechanical); maintain exhibits that suffer damage due to visitors' interaction; carry out the necessary measurements and calculations of the trade; and search the local market for low cost items/materials to be used for fabrication of exhibits.

Abolition of Grades

67.34 At present, the grades of Technical Officer (Electronics) and Technical Officer (Exhibition) are vacant and Management has submitted that they would no longer be required.

Recommendation 10

67.35 We recommend that the grades of Technical Officer (Electronics) and Technical Officer (Exhibition) at the RGSCTF be abolished.

On-Call Allowance

67.36 Officers in the grades of Manager/Curator, Exhibition Officer and Resource Officer/

Senior Resource Officer *formerly Resource Officer and Senior Resource Officer* who are assigned the responsibility of allocating tasks and overseeing the smooth running of the Centre during weekends and public holidays are, presently, granted an all-inclusive on-call allowance. As this arrangement will continue, we are maintaining this provision.

Recommendation 11

67.37 We recommend that officers in the grades of Manager/Curator, Exhibition Officer and Resource Officer/Senior Resource Officer *formerly Senior Resource Officer and Resource Officer* who are assigned the responsibility of allocating tasks and over-viewing the smooth running of the RGSCTF during weekends and public holidays be paid all-inclusive on-call allowance as hereunder:

On-Call	Manager/ Curator Rs	Exhibition Officer Rs	Resource Officer/Senior Resource Officer <i>formerly Senior Resource Officer and Resource Officer</i> Rs
Saturdays 1000 hours to 1630 hours	660	530	530
Sundays/Public Holidays 1000 hours to 1630 hours	800	640	640

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SALARY SCHEDULE

- RGSC 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
- RGSC 2 :** Rs 10950 x 250 – 11450 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 18450
Handy Worker (Future Holder)
- RGSC 3 :** Rs 11710 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575
Security Guard
- RGSC 4 :** Rs 11970 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 20050
Gardener
Office Attendant (Personal)
- RGSC 5 :** Rs 12230 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21475
Handy Worker (Personal)
- RGSC 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
Carpenter
Electrician
Fitter
Painter
Welder
- RGSC 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
- RGSC 8 :** 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 – 25525
Tradesman /Senior Tradesman
formerly Tradesman/Senior Tradesman (Electronics)

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- RGSC 9 :** **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**
Exhibit Fabricator (New Grade)
Multi-skilled Trades Worker
- RGSC 10:** **Rs 14875 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 25525**
Driver/Handy Worker
- RGSC 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 – 29400**
Exhibition Assistant
Word Processing Operator
- RGSC 12 :** **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
- RGSC 13 :** **Rs 14875 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 30950**
Technical Assistant
- RGSC 14 :** **Rs 16400 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 31725**
Assistant Resource Officer (New Grade)
- RGSC 15 :** **Rs 16400 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500**
Management Support Officer (New Grade)
- RGSC 16 :** **Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500**
Assistant Financial Officer
Assistant Procurement and Supply Officer (New Grade)
Executive Officer (Personal)
- RGSC 17 :** **Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350**
Internal Control Officer (New Grade)
- RGSC 18 :** **Rs 19200 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350**
Confidential Secretary

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- RGSC 19 :** **Rs 22575 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350**
Financial Officer
Procurement and Supply Officer
- RGSC 20 :** **Rs 28625 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 43850**
Senior Procurement and Supply Officer (New Grade)
- RGSC 21 :** **Rs 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 48425**
Maintenance and Development Officer
- RGSC 22 :** **Rs 25525 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450**
Administrative Officer
- RGSC 23 :** **Rs 26300 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450**
Exhibition Officer
IT Officer (New Grade)
- RGSC 24 :** **Rs 28625 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450**
Accountant
- RGSC 25 :** **Rs 26300 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 59700**
Resource Officer/Senior Resource Officer
formerly Senior Resource Officer
Resource Officer
- RGSC 26 :** **Rs 38350 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950**
Manager/Curator (Education)
Manager/Curator (Electrical/Electronics/IT)
Manager/Curator (Mechanical Engineering)
Manager (Graphics and Exhibition)
Manager (Planetarium) (New Grade)

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**RGSC 27 : Rs 46900 x 1525 – 49950 x 1625 – 62950 x 1850 – 68500 x 1950 –
74350 x 2825 – 80000 x 3000 – 83000**

Deputy Director

RGSC 28 : Rs 101000

Director

