

78. SUGAR INSURANCE FUND BOARD

- 78.1 The Sugar Insurance Fund Board (SIFB) operates under the *aegis* of the Ministry of Finance and Economic Development. Being the premier provider of sugar insurance service, the SIFB operates various schemes so as to protect sugar production of planters, metayers, millers and refiners from losses due to cyclones, droughts, excessive rainfall and fire.
- 78.2 Field inspections, managing the accounts of insured, computation of their premium and compensation, carrying out survey measurement and investment of funds are some of the main business activities carried out by the SIFB. These activities are conducted under four main departments namely Operations, Finance, Administration and IT. Besides, the SIFB has set up six sub-offices located throughout the island so as to bring its services nearer to its clients.
- 78.3 At the time the 2013 PRB Report was under preparation, the SIFB had already initiated procedures to appoint a private Consultant to review its organisational structure and human resource requirement. So we maintained the organisation structure and only revised the salaries and allowances in our last Report. It should be noted that the existing structure was maintained in the EOAC Report as well. The main recommendations of the Consultant's Report concern a reduction of the organisation's workforce through an offer of voluntary retirement package (VRS) and a review of the organisation structure including restyling, merging, abolition of grades as well creation of levels.
- 78.4 Subsequently, a list of these grades together with relevant details attached, was submitted to the Bureau for salary determination purposes. A few meetings were held at the Bureau to clarify certain ambiguous issues in the schemes of service and in the structure itself. Thereafter, the recommended salaries for the different grades were communicated to the MCSAR. So far, only part of the recommendations made by the Consultant has been implemented.
- 78.5 For this review, the Bureau has received representations from both Management and the Staff Association to review the salaries we recommended for certain grades which were created in the context of the restructuring. In addition, the Union has made several representations over the Consultant's Report. The representations include among others, upgrading of qualifications, restyling of posts, merging of grades and reinstatement of grades which have been abolished. The union has even expressed its qualms regarding certain parts of the Report which it considers to be to the detriment of many employees.
- 78.6 During the meeting held with Management, in the presence of the parent Ministry and representatives of the Union, the parties concerned were lengthily explained that the salaries granted to the new grades were commensurate with the prescribed qualification, duties, responsibilities and experience required.

Nevertheless, the Bureau has in the context of this review, conducted a job re-evaluation exercise, based on which the salaries have been recommended. In so far as the other demands of the union are concerned, we provided adequate explanation during the meetings, for requests which we did not accede to.

- 78.7 Since the restructuring of the SIFB as per the Consultant's Report is still in process, the Bureau is not bringing any major change to the existing structure. We are, nonetheless, urging Management to examine certain shortcomings arising out of the Consultant's Report and to consequently bring corrective measures. We are also improving existing conditions of service to further motivate employees and to enhance organisational efficiency.
- 78.8 Following an in depth study of the representations made by the staff association in relation to the Consultant's report, the Bureau has observed that in several instances, the recent restructuring exercise has been done without taking into account certain fundamental aspects. Although grades or cadres have been created, only a few serving officers would be able to join these new grades. There is, therefore, lack of clarity in relation to functions, responsibilities assigned and other implementation issues. On this account, the Bureau believes that Management may consider examining the structure of departments and schemes of service where problems have been identified and take appropriate action to address these issues. However, for this Report, we are providing salaries for those grades appearing on the list thereof submitted by the SIFB.

Recommendation 1

- 78.9 We recommend that the SIFB considers the advisability of reviewing the structure of departments and schemes of service where problems have been identified and bring appropriate corrective measures.**

Compensation for risk

- 78.10 Persistent representations have been made by the Staff Association for the grant of a risk allowance to Field Officers/Senior Field Officers. Previously, these officers were carrying out inspections in a team but are now called upon to perform same alone. According to them, the risk of assault and theft especially in remote areas has increased, the moreso as now they are required to carry out these inspections using costly digital tablets.
- 78.11 The above representation does not meet our criteria set for the payment of a risk allowance. Nevertheless, we consider that the SIFB could conduct a risk assessment exercise in view of determining the risk faced by these officers whenever they have to carry out inspection in risk prone areas.

Recommendation 2

78.12 We recommend that Management should make necessary arrangements for the conduct of a Risk Assessment Exercise in view of determining the degree of risk faced by the concerned officers. The findings would then be forwarded to the Bureau for necessary action. The modalities for this exercise are spelt out at paragraph 18.15.23 of Chapter Risk, Insurance and Compensation.

Allowance to Senior/Head Office Care Attendants and Office Care Attendants

78.13 Some Senior/Head Office Care Attendants and Office Care Attendants are called upon to perform additional duties such as cleaning toilets, gardening, lawn mowing and related work over and above their normal scheme of duties for which they are paid a monthly allowance of Rs 500. This allowance is being maintained.

Recommendation 3

78.14 We recommend that the allowance payable to Senior/Head Office Care Attendants and Office Care Attendants for performing additional duties on a daily basis such as cleaning toilets, gardening, lawn mowing and related work over and above their normal schedule of duties should be maintained.

Bad Road Allowance

78.15 Eligible field staffs using their motorcycles and motor cars for official travelling are presently paid a monthly bad road allowance of Rs 355 and Rs 835 respectively. Representations have been received to raise the quantum of this allowance in view of the distance covered on bad roads by the officers in the performance of their duties. We have examined the request and are reviewing the quantum of the allowance in the light of our survey findings on travelling.

Recommendation 4

78.16 We recommend that the monthly Bad Road Allowance payable to officers for official travelling be revised as hereunder:

Bad Road Allowance for:		Rs
(a)	Eligible Field Staff using Motorcycles	375
(b)	Eligible Field Staff using Motorcars	880

78. SUGAR INSURANCE FUND BOARD
SALARY SCHEDULE

- SIFB 1 : Rs 17330**
Safety and Health Officer (Part-time)
- SIFB 2 : Rs 12750 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 20525**
Office Care Attendant
formerly Office Attendant
- SIFB 3 : 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 – 23975**
Driver/Handy Worker
- SIFB 4 : 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 Care Attendant
formerly Senior/Head Office Attendant
- SIFB 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 – 27075**
Telephonist/Receptionist
- SIFB 6 : 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**
Word Processing Operator
- SIFB 7 : Rs 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 30175**
Clerical Officer
- SIFB 8 : Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500**
Executive Officer
- SIFB 9 : Rs 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 35275**
Field Officer/Senior Field Officer
formerly Field Officer
Senior Field Officer

78. SUGAR INSURANCE FUND BOARD (Contd)

- SIFB 10 : Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 36200**
Technical Design Officer
- SIFB 11 : Rs 14875 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125**
Support Officer/Senior Support
- SIFB 12 : Rs 14875 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350**
Support Officer/Senior Support Officer (Personal to officers who were Assistant Data Processing Superintendents prior to 01.07.98)
- SIFB 13 : Rs 19200 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350**
Confidential Secretary
- SIFB 14 : Rs 22575 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350**
Higher Executive Officer
- SIFB 15 : Rs 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325**
Administrative Assistant
- SIFB 16 : Rs 28625 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 43850**
Registrar
Senior Executive Officer
Senior Technical Design Officer
Field/Operations Supervisor
- SIFB 17 : Rs 21950 x 625 – 23200 x 775 – 32500 x 925 – 34350 QB 35275 x 925 – 37125 x 1225 – 40800 x 1525 – 45375**
Accounting Technician
- SIFB 18 : Rs 27075 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 46900**
Claims Officer
- SIFB 19 : Rs 27850 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950**
Administrative Assistant (Personal)

78. SUGAR INSURANCE FUND BOARD (Contd)

- SIFB 20 : Rs 30950 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950**
Principal Technical Design Officer
- SIFB 21 : Rs 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950**
Claims Officer (Personal to officer in post as at 30.06.03)
- SIFB 22 : Rs 25525 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950
x 1625 –56450**
Programmer/Analyst
- SIFB 23 : Rs 26300 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950
x 1625 –56450**
Land Surveyor
- SIFB 24 : Rs 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 48425 QB 49950 x
1625 –56450**
Area Manager
- SIFB 25 : Rs 38350 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950**
Administrative Secretary
Internal Auditor
Manager, Finance
Operations Manager
formerly Senior Manager (Operations)
Senior Network and System Administrator
formerly Senior Network Engineer
Senior Software Engineer
- SIFB 26 : Rs 62950 x 1850 – 68500 x 1950 – 74350 x 2825 – 80000 x 3000 –
86000**
Chief Finance Officer
formerly Chief Manager (Finance)
Chief IT Officer
formerly Chief Manager (Information Systems Services)
Chief Operations Officer
formerly Chief Manager (Operations)

