

## 79. TAMIL SPEAKING UNION

- 79.1 The Tamil Speaking Union (TSU), which was established as a body corporate in 2008, operates under the *aegis* of the Ministry of Arts and Culture. Its main objective is to promote the Tamil Language through the teaching of same to Mauritians of Tamil origin as well as to other Mauritians.
- 79.2 To achieve this objective, the TSU dispenses courses in spoken Tamil in 22 regional centres across the island. It has a population of around 900 students and, according to the Union, it is strongly believed that this figure will rise further. Besides, the TSU also organises activities such as publication of books, production of CDs, Tamil Spoken day and award ceremonies, amongst others. The Union, through International network, interacts with tamil speakers around the world, establishes friendship and exchange with tamil language speakers and encourages linguistic development specially on the artistic, economic and social perspectives of the tamil language.
- 79.3 Initially, the TSU was being serviced by personnel on a temporary basis. In our last Report, we made provision for the grades of Driver/Office Care Attendant and Clerk/Word Processing Operator to enable the TSU operate smoothly. Thereafter, the organisation structure of the TSU was further reinforced with the creation of the grade of Programme Coordinator in the EOAC Report. It should also be noted that presently the responsibility for the overall administrative functions are being shouldered by the Chairman of the Council.
- 79.4 In view of further expansion of its activities as indicated by the increasing number of students, Management has in the context of this review, made request for the creation of additional levels, both on a full time and part time basis.
- 79.5 The Bureau has carefully examined each submission. With a view to enabling it discharge its mandate in a more effective and efficient manner, we are providing for a new grade to cater for its financial functions and we are also enlarging the schedule of duties of the grade of Programme Coordinator to include the research function. Requests pertaining to the creation of certain part-time grades were not considered as there would be overlapping of duties between them and the full time grades. The TSU was informed accordingly during the consultative meeting.

### **Accounts Clerk (New Grade)**

- 79.6 Currently, the TSU does not have a qualified officer responsible for its day-to-day accounting and financial transactions. Both Management and the parent Ministry have submitted that the absence of a dedicated grade to look after these functions often impedes the proper management of the Union's accounts.

To alleviate this problem, we are providing for a grade of Accounts Clerk to enable the TSU to maintain a proper accounting system and to cope with its increasing financial transactions.

### **Recommendation 1**

**79.7 We recommend the creation of a grade of Accounts Clerk on the establishment of the Tamil Speaking Union. Appointment thereto, should be made by selection from among candidates possessing the Cambridge School Certificate with credit in at least five subjects including English Language, French and Mathematics or Principles of Accounts together with either a pass in Accounting at Principal Level at the Cambridge Higher School Certificate with at least two years' experience in finance/audit duties or a pass in Accounting at third level of the London Chamber of Commerce and Industry and at least two years' experience in finance/audit or a Certificate in Book Keeping (Level II) *formerly Intermediate Stage* from the London Chamber of Commerce and Industry with at least four years' experience in finance/audit duties.**

79.8 Incumbent would be required, among others; to ensure that all accounting and financial transactions of the TSU are properly accounted for in accordance with basic principles of Financial Management; prepare paysheets, vouchers and cheques and despatch cheques; attend to banking transactions; compute refund of travelling; collect, verify, analyse and record all financial costing and budget data and financial statements; verify bank reconciliation statements; maintain a proper system of accounting and ensure that all financial transactions are correctly recorded and complied with established rules and regulations.

### **Driver/Office Care Attendant (New Grade)**

79.9 In the 2013 PRB Report, we provided for a grade of Driver/Office Care Attendant which was restyled to Office Care Attendant/Receptionist in the EOAC Report. Generally, these functions have not been combined in the Civil Service. As the combination appears odd, the grade has been abolished, the more so that it is vacant. Nevertheless taking into consideration that both Driver and Office Care Attendant duties are very important for any organisation, we are providing for a grade of Driver/Office Attendant.

### **Recommendation 2**

**79.10 We recommend:**

- (i) the creation of a grade of Driver/Office Care Attendant. Appointment thereto, should be made by selection from among candidates showing proof of having sat for the Cambridge School Certificate or an equivalent qualification acceptable by the Union; with good eye-sight; ability to read and write; possessing a valid driving licence**

**(manual gear) to drive cars or vans or at least 15-Seater minibuses and having basic knowledge of mechanics and simple vehicle maintenance;**

**(ii) that the grade of Office Care Attendant/Receptionist be abolished.**

79.11 Incumbent would, *inter alia*, be responsible for driving the organisation's vehicle, carrying out simple repairs and maintenance tasks, cleaning premises, performing messengerial duties, operating a simple telephone switchboard and ushering in/guiding visitors to schedule officers.

### **Scheme of service – Programme Coordinator**

79.12 Management has submitted that there is need for someone to conduct research based activities such as search and retrieval of information from electronic systems like the internet, CD-ROMs and other electronic materials. For increased efficiency and optimal use of resources, we are enlarging the scheme of service of the grade of Programme Coordinator to include these duties.

### **Recommendation 3**

**79.13 We recommend that the scheme of service of the grade of Programme Coordinator be enlarged to include research related duties such as search and retrieval of information from electronic systems like the internet, CD-ROMs and other electronic materials. This element has been taken into consideration in arriving at the salary recommended for the grade.**

### **Part-Time Teachers**

79.14 The TSU employs part-time Teachers for the teaching of tamil language in its various regional centres across the island. These part-time Teachers are paid a fee, based on their qualifications, as hereunder:

Teachers holding a Diploma in Tamil or a higher qualification	Rs 390/hr
Teachers holding a qualification lower than a Diploma in Tamil	Rs 310/hr

79.15 The part-time Teachers are also entitled to refund of travelling by bus and an End-of-Year Bonus which is computed at the rate of 1/12 of their annual earnings.

79.16 In the past, remuneration of the part-time Teachers was based on their qualifications. Taking into consideration the qualification required to teach at these levels and the salary scales provided for the relevant grades, it is observed that the mode of remuneration is not appropriate. Even at Tertiary institutions, the remuneration of resource persons is based on the level taught

and not on the profile of the Resource Person. We are, therefore, making appropriate amendments.

79.17 We are also conscious of the fact that certain courses may be running right now and Resource Persons have already embarked on a sort of undertaking. With a view not to penalise them we are taking necessary measures.

#### **Recommendation 4**

**79.18 We recommend that for future intakes:**

- (i) Teachers teaching levels 1 & 2 should be remunerated at the rate of Rs 155/hr; and**
- (ii) Teachers teaching levels 3, 4, and 5 should be remunerated at the rate of Rs 220/hr.**

**79.19 We also recommend that for the present courses being run, Teachers should continue to draw on a personal basis the rate in force i.e.:**

**Teachers holding a Diploma in Tamil or a higher qualification      Rs 390/hr**  
**Teachers holding a qualification lower than a Diploma in Tamil      Rs 310/hr**

**79.20 The Bureau further recommends that the part-time Teachers should continue to be entitled for refund of travelling by bus and an End-of-Year Bonus computed at the rate of 1/12 of their annual earnings.**

#### **79. TAMIL SPEAKING UNION SALARY SCHEDULE**

**TSU 1 :      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 Care Attendant (New Grade)

**TSU 2 :      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

**TSU 3 :      Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500**

Accounts Clerk (New Grade)

**TSU 4 :      Rs 25525 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450**

Programme Coordinator