

1.4 THE MUNICIPAL COUNCIL OF VACOAS-PHOENIX

FINANCE DEPARTMENT

Principal Procurement and Supply Officer

- 1.5.1. Management has submitted that there is an imperative need for a supervisory level to, among others, oversee the work of Procurement and Supply Officer/Senior Procurement and Supply Officer to which we subscribe. We are, therefore, recommending accordingly.

Recommendation 1

- 1.5.2. **We recommend the creation of the grade of Principal Procurement and Supply Officer. Appointment thereto should be made as per the mode recommended at paragraph 1.72 (iii) of this Report.**

WELFARE DEPARTMENT

Gymnasium Instructor (Part-Time)

- 1.5.3. At present, a monthly allowance of Rs 13300 is paid to the Gymnasium Instructor (Part-Time) for putting in 27 hours weekly. Any additional number of hours put in is paid on a pro-rata basis. Since the present arrangement has proved to be effective, we are maintaining same and revising the quantum.

Recommendation 2

- 1.5.4. **We recommend that the Gymnasium Instructor (Part-Time) be paid a monthly allowance of Rs 14895 provided that the incumbent puts in 27 hours weekly. Any additional number of hours should be paid on a pro-rata basis.**

ADMINISTRATION DEPARTMENT

SALARY SCHEDULE

VP AM 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
VP AM 2	:	Rs 11200 x 250 – 11450 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 18825 Local Government Binder's Assistant
VP AM 3	:	Rs 11710 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 Security Guard

- VP AM 4 : Rs 11970 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 20050**
Library Attendant
- VP AM 5 : Rs 11970 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21475**
Attendant/Senior Attendant
- VP AM 6 : Rs 14325 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21475**
Senior Library Attendant
- VP AM 7 : Rs 12750 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200**
Driver
- VP AM 8 : Rs 16725 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 23975**
Head Attendant
- VP AM 9 : 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 – 24750**
Binder
- VP AM 10 : 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**
Telephone Operator/Receptionist
- VP AM 11 : Rs 14875 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 25525**
Driver, Heavy Mechanical Unit
- VP AM 12 : 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
- VP AM 13 : 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 (New Grade)
Clerical Officer/Higher Clerical Officer (Personal to officers in post as at 31.12.12)
Library Clerk

ADMINISTRATION DEPARTMENT (Contd.)

- VP AM 14** : **Rs 16725 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 31725**
Senior Word Processing Operator
- VP AM 15** : **Rs 16400 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500**
Management Support Officer
- VP AM 16** : **Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500**
Executive Officer (Personal to officers in post as at 31.12.12)
- VP AM 17** : **Rs 19200 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500**
Senior Library Clerk
- VP AM 18** : **Rs 18825 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 33425**
Committee Clerk
- VP AM 19** : **Rs 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**
Usher/Prosecutor /Senior Usher/Prosecutor
formerly Usher/Prosecutor
- VP AM 20** : **Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350**
Database Supervisor (Personal to officers in post as at 31.12.12)
- VP AM 21** : **Rs 18450 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350**
Data Entry Controller (Personal to officers in post as at 31.12.12)
- VP AM 22** : **Rs 19200 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350**
Confidential Secretary
- VP AM 23** : **Rs 22575 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350**
Higher Executive Officer (Personal to officers in post as at 31.12.12)
Human Resource Officer
Senior Usher/Prosecutor (Personal to officers in post as at 31.12.15)

ADMINISTRATION DEPARTMENT (Contd.)

- VP AM 24 : Rs 27075 x 775 – 32500 x 925 – 37125 x 1225 – 38350**
Senior Committee Clerk
- VP AM 25 : Rs 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 39575**
Office Management Assistant
- VP AM 26 : Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 40800**
Internal Control Officer/Senior Internal Control Officer
- VP AM 27 : Rs 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325**
Assistant IT Officer
Library Officer
Safety and Health Officer/Senior Safety and Health Officer
- VP AM 28 : Rs 28625 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 45375**
Principal Internal Control Officer
- VP AM 29 : Rs 27850 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 46900**
Office Superintendent
- VP AM 30 : Rs 27075 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 48425**
Senior Library Officer
- VP AM 31 : Rs 28625 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950**
Senior Human Resource Officer
- VP AM 32 : Rs 25525 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450**
Local Disaster Management Coordinator (New Grade)
- VP AM 33 : Rs 26300 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450**
Assistant Chief Executive
Librarian
- VP AM 34 : Rs 28625 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450**
Human Resource Management Officer
Internal Auditor (New Grade)

ADMINISTRATION DEPARTMENT (Contd.)

- VP AM 35 : Rs 26300 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950**
IT Officer/Systems Administrator
- VP AM 36 : Rs 34350 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950**
Attorney
- VP AM 37 : Rs 38350 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950**
Senior Librarian
- VP AM 38 : Rs 53200 x 1625 – 62950 x 1850 – 68500 x 1950 – 74350 x 2825 – 80000 x 3000 – 86000**
Deputy Chief Executive
- VP AM 39 : Rs 101000**
Chief Executive

FINANCE DEPARTMENT**SALARY SCHEDULE**

- VP FI 1 : Rs 11200 x 250 – 11450 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19200**
Stores Attendant
- VP FI 2 : Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500**
Purchasing and Supply Officer (Personal)
- VP FI 3 : Rs 18825 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 35275**
Revenue Collector (Personal)
- VP FI 4 : Rs 22575 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 40800**
Financial Officer/Senior Financial Officer
Procurement and Supply Officer/Senior Procurement and Supply Officer
- VP FI 5 : Rs 28625 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 45375**
Principal Financial Officer
Principal Procurement and Supply Officer

FINANCE DEPARTMENT (Contd.)

- VP FI 6 : Rs 28625 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950**
Accountant/Senior Accountant
formerly Accountant
- VP FI 7 : Rs 38350 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950 x 1850 – 68500 x 1950 – 70450**
Principal Accountant
- VP FI 8 : Rs 66650 x 1850 – 68500 x 1950 – 74350 x 2825 – 80000 x 3000 – 86000**
Financial Controller

PUBLIC INFRASTRUCTURE DEPARTMENT**SALARY SCHEDULE**

- VP PI 1 : Rs 10950 x 250 – 11450 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 18450**
Handy Worker
- VP PI 2 : Rs 11200 x 250 – 11450 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 18450**
Assistant Plumber and Pipe Fitter
Tradesman's Assistant
Tradesman's Assistant (Carpenter)
Tradesman's Assistant (Electrician)
Tradesman's Assistant (Mason)
Tradesman's Assistant (Mechanic)
Tradesman's Assistant (Painter)
Tradesman's Assistant (Welder)
- VP PI 3 : Rs 11450 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19200**
Handy Worker (Special Class)
- VP PI 4 : Rs 11970 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 20050**
Gardener
- VP PI 5 : Rs 12750 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 21000**
Plant and Equipment Operator

PUBLIC INFRASTRUCTURE DEPARTMENT (Contd.)

- VP PI 6 : Rs 11710 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200**
Survey Field Worker/Senior Survey Field Worker
- VP PI 7 : Rs 12750 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200**
Barbender
- VP PI 8 : Rs 13010 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200**
Automobile Electrician
Carpenter
Electrician
Mason
Mechanic
Painter
Panel Beater
Plumber & Pipe Fitter
Plumber/Welder
Welder (Oxy-Acetylene Arc)
- VP PI 9 : 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**
Overseer
- VP PI 10 : 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 – 29400**
Overseer (Works) (Personal to officers appointed prior to 15.09.05)
- VP PI 11 : Rs 16725 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 29400**
Overseer (Personal to officers appointed prior to 01.07.93)
- VP PI 12 : Rs 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 30175**
Senior Overseer
- VP PI 13 : Rs 16075 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 30175**
Senior Overseer (Personal)

PUBLIC INFRASTRUCTURE DEPARTMENT (Contd.)

- VP PI 14 : Rs 18450 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 30175**
Chief Carpenter
Chief Electrician
Chief Mason
Chief Painter
- VP PI 15 : Rs 14600 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 31725**
Assistant Inspector of Works
- VP PI 16 : Rs 21950 x 625 – 23200 x 775 – 32500**
Supervisor (Lighting Section)
Workshop Supervisor
- VP PI 17 : Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 35275**
Technical Design Officer
- VP PI 18 : Rs 21475 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 36200**
Inspector of Works
- VP PI 19 : Rs 27075 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325**
Senior Inspector of Works
- VP PI 20 : Rs 22575 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 48425**
Engineering Assistant
- VP PI 21 : Rs 30950 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 48425**
Chief Inspector of Works
- VP PI 22 : Rs 26300 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450**
Land Surveyor
- VP PI 23 : Rs 29400 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450**
Civil Engineer
- VP PI 24 : Rs 38350 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950 x 1850 – 68500 x 1950 – 72400**
Head, Public Infrastructure Department

LAND USE AND PLANNING DEPARTMENT

SALARY SCHEDULE

VP LP 1	:	Rs 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 31725 Cadastral Assistant
VP LP 2	:	Rs 14600 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 31725 Assistant Building Inspector Planning and Development Assistant
VP LP 3	:	Rs 17375 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 36200 Cadastral Officer
VP LP 4	:	Rs 21475 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 36200 Building Inspector
VP LP 5	:	Rs 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325 Planning and Development Inspector
VP LP 6	:	Rs 27075 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 42325 Senior Building Inspector
VP LP 7	:	Rs 30950 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 48425 Chief Building Inspector
VP LP 8	:	Rs 29400 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450 Planning and Development Officer
VP LP 9	:	Rs 38350 x 1225 – 40800 x 1525 – 49950 x 1625 – 62950 x 1850 – 68500 x 1950 – 72400 Head, Land Use and Planning Department

WELFARE DEPARTMENT

SALARY SCHEDULE

VP WL 1	:	Rs 11200 x 250 – 11450 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 18825 Nursery Attendant
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WELFARE DEPARTMENT (Contd.)

- VP WL 2 : 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**
Assistant Nursery Matron
- VP WL 3 : 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 – 29400**
Stadium Supervisor
- VP WL 4 : Rs 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 29400**
Nursery Matron
- VP WL 5 : Rs 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 27075 QB 27850 x 775 – 30175**
Infant School Teacher
- VP WL 6 : Rs 18825 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500**
Supervisor Infant School
- VP WL 7 : Rs 16400 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 QB 38350 x 1225 – 39575**
Welfare Officer
- VP WL 8 : Rs 22575 x 625 – 23200 x 775 – 32500 x 925 – 39575 QB 40800 x 1525 – 42325**
Senior Welfare Officer
- VP WL 9 : Rs 29400 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 48425**
Principal Welfare Officer
- VP WL 10 : Rs 34350 x 925 – 37125 x 1225 – 40800 x 1525 – 49950 x 1625 – 56450**
Chief Welfare Officer

PART-TIME WORKERS

- VP WL 11 : Rs 425 per session of 3 hours**
Dressmaking Teacher
- VP WL 12 : Rs 13385 (monthly)**
Embroidery Instructress

PART-TIME WORKERS (Contd.)

VP WL 13 : Rs 13665 (monthly)
Shorthand/Typewriting Instructress

VP WL 14 : Rs 14895 (monthly)
Gymnasium Instructor (Part-Time)

PUBLIC HEALTH DEPARTMENT

SALARY SCHEDULE

VP PH 1 : Rs 10950 x 250 – 11450 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 18450
Handy Worker (Sanitation/Disease Control)

VP PH 2 : Rs 11710 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575
Refuse Collector (Roster)

VP PH 3 : Rs 11710 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 20050
Burial Ground Attendant (Roster)

VP PH 4 : Rs 11970 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 20050
Chemical Sprayer Operator

VP PH 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
Incinerator Operator

VP PH 6 : 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 – 24750
Driver (Roster)

VP PH 7 : 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 – 28625
Supervisor, Refuse Collection (Roster)

VP PH 8 : Rs 17050 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 32500 x 925 – 37125 x 1225 – 38350 QB 39575
Health Inspector

PUBLIC HEALTH DEPARTMENT (Contd).

- VP PH 9 : Rs 26300 x 775 – 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 43850**
Senior Health Inspector
- VP PH 10 : Rs 32500 x 925 – 37125 x 1225 – 40800 x 1525 – 48425**
Principal Health Inspector
- VP PH 11 : Rs 42325 x 1525 – 49950 x 1625 – 62950 x 1850 – 66650**
Chief Health Inspector
