

# Worksmen's Class

## CENTRAL ADMINISTRATION

### Office Caretaker Cadre

1. The Office Caretaker cadre at the RRA comprises the grades of Office Caretaker and Senior/Head Office Caretaker. Both Management and the Staff Side have requested for the alignment of the cadre as in Mauritius.
2. We have examined the submissions, job descriptions and schemes of service which have revealed that the duties of the grade of Senior/Head Office Caretaker are similar to those of Head Office Care Attendant while those of Office Caretaker are more or less similar to those of Office Care Attendant/Senior Office Care Attendant. However it was also observed that the entry requirement for the grade of Office Caretaker differs from those of Office Care Attendant/Senior Office Care Attendant. On the basis of our findings and coupled with our policy to provide lean and harmonised structures we are, reviewing the Office Caretaker cadre in Rodrigues.

### Recommendation 1

3. **We recommend that:**
  - (i) **the grade of Office Caretaker be restyled Office Care Attendant/Senior Office Care Attendant. Appointment thereto should, in future, be made by selection from among serving officers on permanent and pensionable establishment possessing the Cambridge School Certificate or an equivalent qualification acceptable to the Public Service Commission and having the ability to communicate in English and French;**
  - (ii) **the scheme of service of the grade of Office Care Attendant/Senior Office Care Attendant *formerly Office Caretaker* be revised and aligned with those of the grade of Office Care Attendant/Senior Office Care Attendant on the establishment of the Ministry of Civil Service and Administrative Reforms in Mauritius.**
4. **We also recommend that the grade of Senior/Head Office Caretaker be restyled Head Office Care Attendant and in future, the post of Head Office Care Attendant be filled by promotion on the basis of experience and merit of incumbents in the grade of Office Care Attendant/ Senior Office Care Attendant *formerly Office Caretaker*, reckoning at least five years' service in the cadre.**

**COMMISSION FOR PUBLIC INFRASTRUCTURE, HOUSING,  
TRANSPORT AND WATER RESOURCES**

**Erection of Podium, Marquees and Shelters**

5. In the context of this Report, Management has submitted that a monthly fee per activity be paid to workers involved in the erection of podium after normal working hours. It has also been represented that the Supervisors of these employees are reluctant to certify the actual number of hours put in by employees concerned. An indepth analysis on the issue has revealed that the number of hours put in by different category of employees differ from one activity to another ranging from two hours to 20 hours.
6. The Bureau is of the view that Management should put in place a proper control mechanism in order to avoid such situation and employees who put in additional number of hours for erection of podium, marquees and shelters should continue to be paid overtime as per provisions at Chapter 18.5 of Volume 1 of this Report.

**Security Guard - Caverne Patate**

7. At present, the Security Guard posted at Caverne Patate is paid a monthly allowance of Rs 500. We are maintaining the provision.

**Recommendation 2**

8. **We recommend that the Security Guard posted at Caverne Patate be paid a monthly non-pensionable allowance of Rs 500.**

**COMMISSION FOR HEALTH AND SPORTS**

**Health Laboratory Auxiliary formerly Health Laboratory Attendant**

9. The Laboratory Services at the Commission for Health is, among others, manned by incumbents in the grade of Health Laboratory Attendant. Both Management and the Union have represented that the volume of work of incumbents in that grade has increased considerably and with the current establishment size of the grade, there is need for an immediate supervisory level to plan, organise and coordinate the work of Health Laboratory Attendants. We have examined the issue and consider that due to the small establishment size, a new grade at supervisory level may only be contemplated depending on the evolution of the establishment size of the grade in future. However, we are in this Report restyling the grade similar to what obtains in Mauritius to reflect the nature of duties being performed by incumbents. We are, therefore, making appropriate recommendations.

**Recommendation 3**

10. **We recommend that the grade of Health Laboratory Attendant on the establishment of the Commission of Health at the Rodrigues Regional Assembly be restyled Health Laboratory Auxiliary.**

### **Risk Allowance Cook Cadre**

11. Both Management and the Union have submitted that the risk allowance payable to Cook (on Roster) on the establishment of different Ministries/Departments be extended to incumbents in the grade of Cook (on Roster) on the establishment of the RRA. The Bureau has analysed the issue and is agreeable with same.

### **Recommendation 4**

12. **We recommend that Cook (on Roster) on the establishment of the RRA posted at the Commission for Health & Sports be paid a risk allowance equivalent to one and a half increments at the initial point of his salary scale.**

### **Insecticide Sprayer Operator**

13. At present, incumbent in the grade of Insecticide Sprayer Operator is paid an allowance of Rs 65 per case for spraying insecticide on decaying corpses. As this practice will continue, we are maintaining the allowance whilst revising the quantum.

### **Recommendation 5**

14. **We recommend the payment of an allowance of Rs 80 per case to the Insecticide Sprayer Operator for spraying insecticide on decaying corpses.**

### **Senior Attendant (Hospital Services)**

15. A non-pensionable monthly allowance of Rs 440 is presently being paid to Senior Hospital Care Attendants posted in operation theatre for a whole month. We are revising the quantum of this allowance.

### **Recommendation 6**

16. **We recommend that the monthly non-pensionable allowance payable to Senior Attendants (Hospital Services) (Shift) posted in operation theatres for a whole month be revised to Rs 450.**

### **Mortuary Attendant**

17. Incumbent in the grade of Mortuary Attendant of the Rodrigues Regional Assembly is presently being paid a commuted non-pensionable monthly allowance of Rs 735 in lieu of the allowance recommended for his counterpart on the Island of Mauritius. We are maintaining the payment of the allowance and reviewing the quantum.

### **Recommendation 7**

18. **We recommend the payment of a monthly commuted non-pensionable allowance of Rs 750 to the Mortuary Attendant of the Rodrigues Regional Assembly in lieu of the allowance recommended for his counterpart in the Island of Mauritius.**

## **Specific Conditions of Service for Health Sector**

### **Recommendation 8**

19. **The recommendation made at paragraph 23.338 of Volume 2 Part I should apply to employees of the RRA also.**

### **Swimming Pool Attendant (Roster)**

20. The grade of Swimming Pool Attendant (Roster) was created in the 2013 PRB Report on the establishment of the Rodrigues Regional Assembly. Both Management of the Rodrigues Regional Assembly and Ministry of Civil Service & Administrative Reforms have represented that the scheme of service of the grade needs to be aligned with similar grade at the Ministry of Youth and Sports in Mauritius. We have studied the request and are making appropriate recommendation.

### **Recommendation 9**

21. **We recommend that the qualifications requirement of the grade of Swimming Pool Attendant (Roster) be amended such that appointment thereto be made by selection from among employees on the permanent and pensionable establishment of the Rodrigues Regional Assembly who: possess a Cambridge School Certificate with at least a pass in English Language and Mathematics or Principles of Accounts or passes obtained on one certificate at the General Certificate of Education "Ordinary Level" either (i) in five subjects including English Language and Mathematics or Principles of Accounts with at least Grade C in any two subjects or (ii) in six subjects including English Language and Mathematics or Principles of Accounts with at least Grade C in any one subject or an equivalent qualification acceptable to the Public Service Commission; and are able to swim at least 25 metres at a stretch.**

***COMMISSION FOR YOUTH, COMMUNITY DEVELOPMENT,  
LIBRARY SERVICES, ARCHIVES AND MUSEUM***

**MUSEUM OF RODRIGUES**

### **Museum Attendant (Roster)**

22. Both Management and the Unions have represented that there is need for a dedicated grade of Museum Attendant on the establishment of the RRA to provide appropriate assistance at the Museum of Rodrigues to which the Bureau is agreeable.

#### **Recommendation 10**

23. **We recommend the creation of a grade of Museum Attendant (Roster) on the establishment of the Commission for Youth, Community Development, Library Services, Arts and Culture, Archives and Museum. Appointment thereto should be made by selection from among candidates possessing the Cambridge School Certificate or an equivalent qualification acceptable to the Public Service Commission.**
24. Incumbent would be, *inter alia*, required to: open and close premises; prepare display areas for visitors on time; inspect, clean and maintain the premises including display cases, reception area, stores, galleries and offices, receive, direct and provide information to visitors, report problems related to the satisfactory maintenance of facilities, assist in the survey of visitors, assist visitors especially disabled; and provide assistance to the Curator in the acquisition of objects and the Conservator in the treatment and conservation of artifacts.

#### **CULTURE AND LEISURE CENTRE**

25. Management and the Unions have submitted that employees in the grades of Office Caretakers now restyled Office Care Attendant/Senior Office Care Attendant, Carpenter and General Worker posted at the Cultural and Leisure Centre be paid an appropriate allowance, similar to employees posted at Serge Constantin Theatre, for being required, during and after normal office hours to open and close the curtain, lift/pull decors to/from the attics during plays, move and/or change decors on stage while plays are on, mount and dismantle the decors during blackouts, bring down the giant screen prior to film projection/festivals and place loudspeakers on stage, among others. The Bureau is agreeable to the request and is making appropriate recommendation.

#### **Recommendation 11**

26. **We recommend the payment of a monthly non pensionable allowance of Rs 750 to employees in the grade of Office Care Attendant/Senior Office Care Attendant *formerly Office Caretaker*, Carpenter and General Worker posted at the Cultural and Leisure Centre, outlined at paragraph 25 above for performing duties during or beyond normal office hours in addition to the payment of overtime for work performed beyond normal working hours.**

#### **Other Recommendation**

27. Certain allowances granted to comparable grades in the Worksmen's Group-General in the Civil Service in Mauritius are equally payable to incumbents in corresponding grades on the establishment of the RRA subject to the approval of the MCSAR.
28. During consultation with the RRA, strong representations were made to the effect that officers of the RRA are being unduly penalized through the process of obtaining the approval of the MCSAR for extension of the payment of these allowances.

29. After indepth analysis of the issue, the Bureau is providing for the extension of the payment of certain allowances which are considered to be meritorious.

**Recommendation 12**

30. We recommend that the provisions made in the Chapter of Worksmen's Group-General in Volume 2 Part I of this Report, as reproduced in table hereunder, be equally applicable to employees on the establishment of RRA.

<b>Conditions/Allowances</b>	<b>Paragraph</b>	<b>Recommendation</b>
<b>Collection and deposit of keys at Police Station</b>	<b>39.10</b>	<b>2</b>
<b>Tea making</b>	<b>39.77</b>	<b>28</b>
<b>Washing of towels/table cloth</b>	<b>39.79</b>	<b>29</b>
<b>Cleaning of lavatories</b>	<b>39.83</b>	<b>31</b>
<b>Security Guard</b>	<b>39.85</b>	<b>32</b>

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