

GOVERNMENT OF MAURITIUS

**SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE
PUBLIC SERVICE COMMISSION REGULATIONS**

Ministry: Prime Minister's Office

Post: Assessor, Data Protection Office

Salary: Rs 30,000 x 1,250 – 45,000 (02 59 71)

Effective Date: 14 January 2010

Qualifications: By selection from among barristers-at-law and attorneys-at-law with at least three years' standing and who have –

- (i) knowledge of Information Technology; and
- (ii) good analytical, interpersonal and communication skills.

Candidates should produce written evidence of knowledge claimed.

Note

The selected candidates will be required to undergo training in the appropriate field in Information Technology as approved and arranged by the Prime Minister's Office.

Role and Responsibilities: To be responsible for regulating all data processing activities as set out in the Data Protection Act.

- Duties:**
1. To assist the Data Protection Commissioner in the performance of the following duties in accordance with the Data Protection Act –
 - (i) to ensure compliance with the Data Protection Act, and any regulations made under the Act;
 - (ii) to issue codes of practice or guidelines for the purposes of the Data Protection Act;
 - (iii) to maintain a register of all data controllers;
 - (iv) to exercise control on all data processing activities either at the motion of the Data Protection Commissioner or at the request of a data subject and verify whether the processing of data is in accordance with the Act or any regulations made under the Act;

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CERTIFIED CORRECT

Aleesha

for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms

14 JAN 2010

Date.....

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- (v) to promote self-regulation amongst data controllers;
 - (vi) to investigate into any complaint or information which may give rise to a suspicion that an offence under the Act may have been, is being or is about to be committed;
 - (vii) to take such measures as may be necessary with a view to disseminating the provisions of the Act amongst the general public; and
 - (viii) to undertake research into, and monitor developments in data processing including data-matching and data linkage and information and communication technology and ensure that any adverse effects of such proposals on the privacy of individuals are minimised.
2. To perform any additional tasks as may be delegated by the Data Protection Commissioner in compliance with the provisions of the Data Protection Act.
 3. To use ICT in the performance of his duties.
 4. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from Assessors, Data Protection Office in the roles ascribed to them.



CERTIFIED CORRECT

A. Keesing

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*for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms*

Date..... **14 JAN 2010**