GOVERNMENT OF MAURITIUS

SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE
PUBLIC SERVICE COMMISSION REGULATIONS, 1967

Department:
Post:
Salary:
Effective Date:
Qualifications:

Secretary
Rs 17,000 × 500 = 8,500
Rs 10,500 × 300 = 3,150
Rs 11,600 × 200 = 2,320
Rs 13,500 × 350 = 4,725
18th April, 1992

By selection from among Administrative Officers,
officers of the Establishment Cadre not below the
rank of Principal Establishment Officer, and the
Assistant Secretary of the Local Government
Service Commission holding a substantive
appointment.

Good administrative skill and experience in
Establishment work are essential.

1. To be the responsible officer for the Local
Government Service Commission and the accounting
officer responsible for the Vote of the
Commission.

2. To be in charge of the staff of the Commission.

3. To be personally responsible for all
correspondence addressed to the Commission and
the speedy submission of such correspondence
to the Chairman of the Commission.

4. To advise responsible officers of Local
Authorities concerned and the responsible
officer of the Ministry of Local Government
decisions taken by the Commission on all
matters relating to appointments to local
authorities (including confirmation of
appointments), retirement, the award of
scholarships and decisions in respect of the
powers of disciplinary control and the removal
of officers (from office) vested in the
Commission under Section 4 of the Local

5. To keep a record of the business transacted and
decisions taken at every meeting of the
Commission.

6. To perform such cognate duties as may be
directed.

CERTIFIED CORRECT

for Permanent Secretary

20 APR 1992

Date

35/7/10/90-10m