



**MINISTRY OF CIVIL SERVICE AND ADMINISTRATIVE REFORMS  
MAURITIUS**

30 May 2013

**Ministry of Civil Service and Administrative Reforms  
Circular Note No. 26 of 2013  
E/260/72/03/08**

**From: Senior Chief Executive, Ministry of Civil Service and Administrative Reforms**

**To : Supervising Officers i/c Ministries/Departments  
Heads of Parastatal and Other Statutory Bodies and Local Authorities  
Island Chief Executive**

**Errors, Omissions and Anomalies Committee (EOAC) Report 2013**

The Committee set up to look into the errors, omissions and alleged anomalies of the 2013 PRB Report and chaired by Mr Dharam Dev MANRAJ, Senior Adviser in the Prime Minister's Office, has submitted its Report and Government has agreed to the recommendations contained therein subject to the following:-

- (a) the effective date of implementation of the Report would be 1 January 2013;
- (b) arrears for the period 1 January to 30 June 2013 being paid in July 2013;
- (c) salary compensation would be payable for 2014 in 2015 if the rate of inflation exceeds 5 percent, and reflect the differential only;
- (d) a provision would be made available for the payment of the productivity bonus in line with the PBB;
- (e) the annual increment would be performance-related;
- (f) Recommendation EOAC 21 (paragraph 6.3.5) is not accepted. Enhancements in pension benefits would be subject to an actuarial review;
- (g) casual workers being recruited and trainees enlisted in the whole of the Public Sector only on the basis of available funded positions at the time of recruitment/enlistment; and

- (h) various specific technical changes required to improve the functioning of Government and linking the higher pay in the PRB and the EOAC Report to a better service for the public. Ministries and Departments, which have the need for the same skills set as offered by the Analyst Cadre, would, henceforth, recruit Lead Analysts and Analysts to fill any future funded positions at those salary scales.

## 2. **Effective Date**

The recommendations contained in the Errors, Omissions and Anomalies Committee Report should, in principle, be read as an integral part of the main PRB Report 2013 and should, unless specified otherwise, take effect as from 01 January 2013.

## 3. **Implementation of the Report**

### 3.1 **Emoluments**

The implementation of the recommendations in the EOAC Report will be as detailed hereunder:-

#### (i) **Salaries**

All pre-PRB 2013 (i.e December 2012) salaries should be converted, in line with the recommendations made at paragraph 1.15.1 Volume I, to the new revised salaries set out in the EOAC Master Conversion Table at Annex 1 of the Report, reproduced at Annex A to this Circular. The new salaries are payable as from 01 January 2013.

#### (ii) **Allowances**

- (a) New rates of travelling allowances, cash in lieu of duty-free as well as revised rates of existing allowances already provided in the 2013 PRB Report, would be effective as from **01 January 2013** and payable as from that date, except as otherwise stated in the Report.
- (b) **New allowances** contained in the EOAC Report would become payable as from **01 January 2014**.
- (c) Conditions of service which are directly related to salary (e.g. acting and responsibility allowances, overtime rate per hour, special duty allowance, passage benefit and salary on promotion, etc.) should be effective as from **01 January 2013** and payable as from that date on the basis of actual converted salary drawn for the given year as per the EOAC Master Conversion Table.



- (d) For the purpose of determining **eligibility** for benefits resulting from conditions of service e.g. passage benefit, overtime, leave, travelling allowances and duty deferred exemption, etc. the salary of the EOAC Master Conversion Table (Row 5), i.e. the corresponding point in the Master Salary Scale, should be used.

**(iii) Arrears (1 January 2013 to 30 June 2013)**

The Arrears for period 01 January 2013 to 30 June 2013 will be paid in July 2013. However, in such cases relating to computation of accrued benefits where more processing time may be justified, payment may be effected not later than end of September 2013.

**(iv) Retirement Benefits**

The retirement benefits of officers who have retired/shall retire during the period 01 January 2013 to 31 December 2014 should, except for the commuted lump sum, be computed on the basis of the actual salaries drawn by the officers at the time of retirement. The commuted lump sum of the concerned officers shall be computed on the converted salaries of 01 January 2015 as indicated at Row 5 of the EOAC Master Conversion Table.

**4. Conversion of Salaries**

- (i) Conversion to the new revised salaries should be effected after the **direct** conversion of the salary drawn on **31 December 2012** to the new revised salary as per the EOAC Master Conversion Table at Row 3. Thereafter, the annual increment should, subject to eligibility, be added for all officers on 01 January 2013 as per the next point in Row 3, and also subject to the top salary of the revised salary scale and payable as from 01 January 2013.
- (ii) An employee whose salary point converts to a point in the EOAC Master Conversion Table which is less than the initial salary recommended for his grade should draw the converted salary corresponding to the initial salary of his grade.
- (iii) Where more than two salary points convert to the initial of a recommended salary scale, the conversion should be made in such a manner that only two salary points convert to one point in the recommended scale, for example, the first and second salary point, and the fifth and sixth to the third point and so on and so forth. The corresponding converted salary at Row 3 shall be applicable as from 01 January 2013.
- (iv) An employee whose salary point converts to a point in the EOAC Master Conversion Table which is more than the top salary recommended for his grade should draw the converted salary in accordance with the EOAC Master Conversion Table on a personal basis.

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- (v) Officers in Trainee grades, in post as at 31 December 2012, whose salary as at 01 January 2013 does not convert to a salary point in their salary scale should, on a personal basis, be granted the corresponding converted salary at Row 3 of the EOAC Master salary scale.
- (vi) Officers who have been granted flat salaries in this report and whose conversion is not provided in the conversion table shall convert to the recommended flat salary for the grade at Row 3 of the EOAC Master Salary Scale.
- (vii) Full-time employees who, as per the PRB Report 2013, earned an increase of less than Rs 1000 were granted the differential in terms of a monthly allowance to be reduced gradually by the amount of subsequent annual increments. With the implementation of this Report these employees would now earn more than Rs 1000. Consequently, the anomalous situation arising from the Recommendation at paragraph 21.5(ii) of the 2013 PRB Report no longer arises.

**5. Examples of Conversion of Salaries**

- (i) In order to facilitate the Conversion of Salaries, a few examples are given at Annex B to Annex E.
- (ii) Any difficulty in relation to conversion of salary should be referred to this Ministry immediately.

**6. Application/Interpretation of the Report**

- (i) Ministries/Departments should, through their respective Departmental and Monitoring Committee, ensure the implementation of all recommendations of the PRB and EOAC 2013 Reports. In this connection, Ministries/Departments are requested to issue internal circulars, with copy to this Ministry, to inform their staff of the specific conditions of service, affecting their departmental grades and of any changes brought thereto with the implementation of these reports.
- (ii) Officers of HR Divisions in respective Ministries/Departments are requested to organise briefing sessions for their staff on the main recommendations of the PRB and EOAC 2013 Reports.
- (iii) Any difficulty in relation to the application/interpretation of the Reports other than salary should be referred to this Ministry for consideration.

7. The EOAC Report (Volume 1 and Volume 2, Part 1 to Part 4) as well as this Circular Note are available on this Ministry's website <http://civilservice.gov.mu>. Copies of a set of the five documents can be obtained on sale for Rs 250 at the Government Printing Department, La Tour Koenig, Pointe aux Sables.

  
S. Seebaluck  
Senior Chief Executive

*Copy to:- Secretary to Cabinet and Head of the Civil Service*

ANNEX A

Annex I

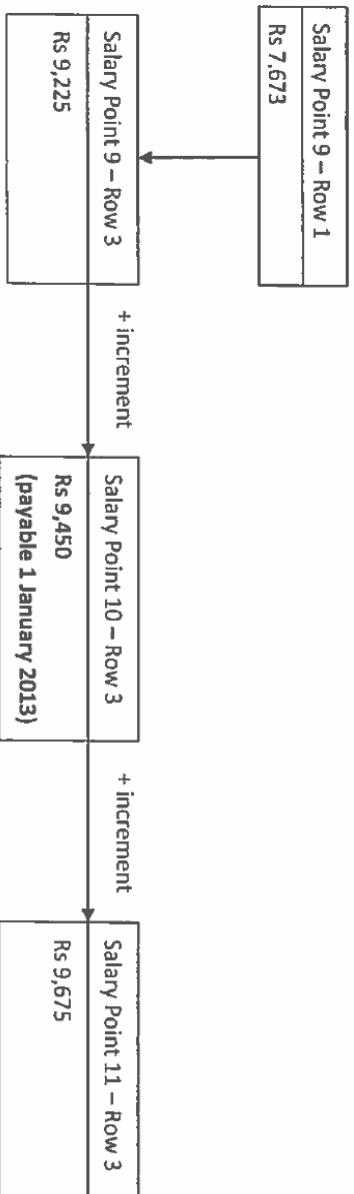
EOAC Master Conversion Table

Row	Salary Point	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	
1	Gross Pay/Dec 2012	7496	7673	7880	8087	8294	8501	8708	8915	9122	9329	9536	9743	9950	10157	10364	10571	10778	10985	
2	2013 PRB Basic Pay	7825	8050	8275	8500	8750	9000	9250	9500	9750	10000	10250	10500	10750	11000	11250	11500	11750	12000	
3	Conversion	1 Jan 2013	9000	9225	9450	9675	9925	10000	10100	10200	10340	10590	10840	11090	11340	11590	11840	12090	12340	12590
4	Conversion	1 Jan 2014	9000	9225	9450	9675	9925	10075	10200	10380	10630	10880	11130	11380	11630	11880	12130	12380	12630	12880
5	Conversion	1 Jan 2015	9000	9225	9450	9675	9925	10175	10425	10675	10925	11175	11425	11675	11925	12175	12425	12675	12925	13175
Row	Salary Point	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	
1	Gross Pay/Dec 2012	11192	11399	11658	11917	12175	12434	12708	12967	13270	13370	13670	13970	14270	14570	14870	15270	15670	16070	
2	2013 PRB Basic Pay	12250	12500	12800	13100	13400	13700	14000	14300	14650	15000	15350	15700	16050	16500	16950	17400	17850	18300	
3	Conversion	1 Jan 2013	12840	13090	13390	13690	13990	14290	14590	14890	15240	15590	15940	16290	16640	17090	17540	17990	18440	18890
4	Conversion	1 Jan 2014	13130	13380	13680	13980	14280	14580	14880	15180	15530	15880	16230	16580	16930	17380	17830	18280	18730	19180
5	Conversion	1 Jan 2015	13425	13675	13975	14275	14575	14875	15175	15475	15825	16175	16525	16875	17225	17675	18125	18575	19025	19475
Row	Salary Point	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	
1	Gross Pay/Dec 2012	16570	17070	17670	18270	18870	19470	20070	20670	21270	21870	22470	23070	23670	24270	25070	25870	26670	27470	
2	2013 PRB Basic Pay	18900	19500	20250	21000	21750	22500	23250	24000	24750	25500	26250	27000	27750	28500	29400	30300	31200	32100	
3	Conversion	1 Jan 2013	19490	20090	20840	21590	22340	23090	23840	24590	25340	26090	26840	27590	28340	29090	29990	30890	31790	32690
4	Conversion	1 Jan 2014	19780	20380	21130	21880	22630	23380	24130	24880	25630	26380	27130	27880	28630	29380	30480	31180	32080	32980
5	Conversion	1 Jan 2015	20075	20675	21425	22175	22925	23675	24425	25175	25925	26675	27425	28175	28925	29675	30575	31475	32375	33275
Row	Salary Point	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	
1	Gross Pay/Dec 2012	28270	29070	30070	30420	31670	32920	34170	35420	36670	37920	39170	40420	41670	42920	44170	45420	46670	47920	
2	2013 PRB Basic Pay	33000	34200	35400	36600	38100	39600	41100	42600	44100	45600	47100	48600	50100	51600	53100	54600	56100	57600	
3	Conversion	1 Jan 2013	33590	34790	35990	37190	38690	40190	41690	43190	44690	46190	47690	49190	50690	52190	53690	55190	56690	58190
4	Conversion	1 Jan 2014	33880	35080	36280	37480	38980	40480	41980	43480	44980	46480	47980	49480	50980	52480	53980	55480	56980	58480
5	Conversion	1 Jan 2015	34175	35375	36575	37775	39275	40775	42275	43775	45275	46775	48275	49775	51275	52775	54275	55775	57275	58775
Row	Salary Point	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94				
1	Gross Pay/Dec 2012	49170	50420	51920	53420	54920	56420	58420	60420	62420	64420	66420	68420	70420	72920	75420				
2	2013 PRB Basic Pay	59400	61200	63000	64800	66600	68400	70800	73200	75600	78000	80000	81000	82000	85000	90000				
3	Conversion	1 Jan 2013	59990	61790	63590	65390	67190	68990	71400	73850	76300	79000	82000	85000	91000	94000				
4	Conversion	1 Jan 2014	60280	62080	63880	65680	67480	69280	71700	74175	76650	79500	82500	85500	88500	91500	94500			
5	Conversion	1 Jan 2015	60575	62375	64175	65975	67775	69575	71700	74175	76650	79500	82500	85500	88500	91500	95000			

Master Salary Scale: Rs 7425 X 225 - 9675 X 250 - 13675 X 300 - 15475 X 350 - 17225 X 450 - 19475 X 600 - 20675 X 750 - 29675 X 900 - 34175 X 1200 - 37775 X 1500 - 58775 X 1800 - 69575 X 2425 - 72000 X 2500 - 77000 X 3000 - 95000

**Annex B**

**Case of officers drawing salary of Rs 7673 as at 31 December 2012 as per paragraph 1.15.1 of EOAC 2013 Report and who will be eligible for increment on 01 January 2013, 01 January 2014 and 01 January 2015**

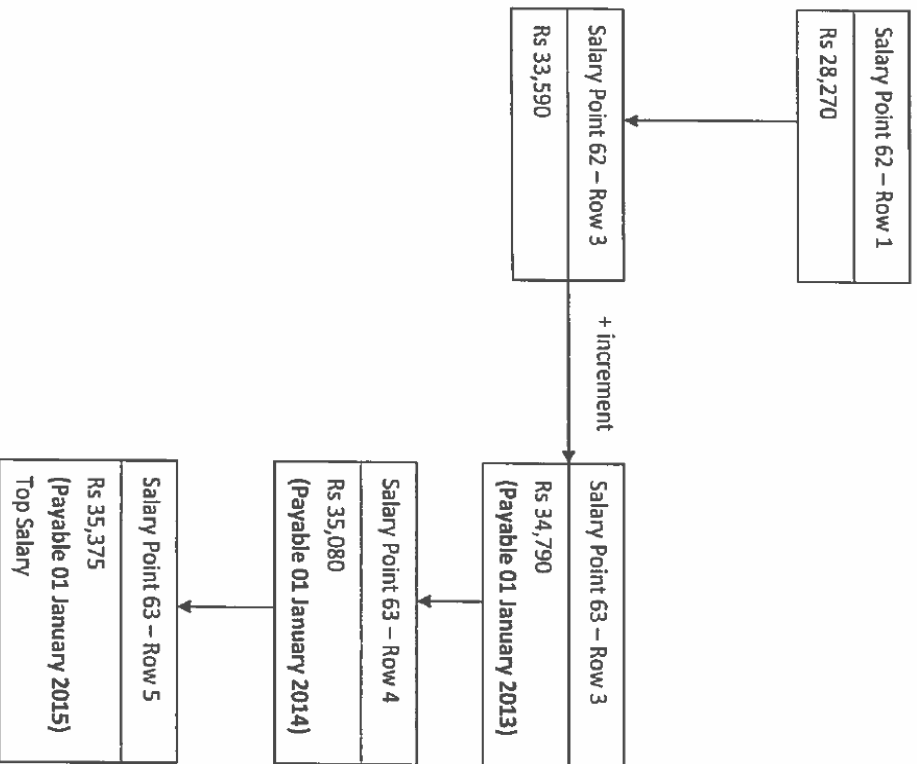


**Extract of EOAC Master Conversion Table**

Row	Salary/Point	09	10	11	12
1	Gross Pay Dec 2012	7673	7880	8087	8294
2	2013 PRB Basic Pay	8050	8275	8500	8750
3	1 Jan 2013	9225	9450	9675	9925
4	1 Jan 2014	9225	9450	9675	9925
5	1 Jan 2015	9225	9450	9675	9925

Annex C

Case of officers drawing salary of Rs 28,270 as at 31 December 2012 as per paragraph 1.15.1 of EOAC 2013 Report and who will be eligible for one increment as at 01 January 2013 only (e.g. reached top salary)

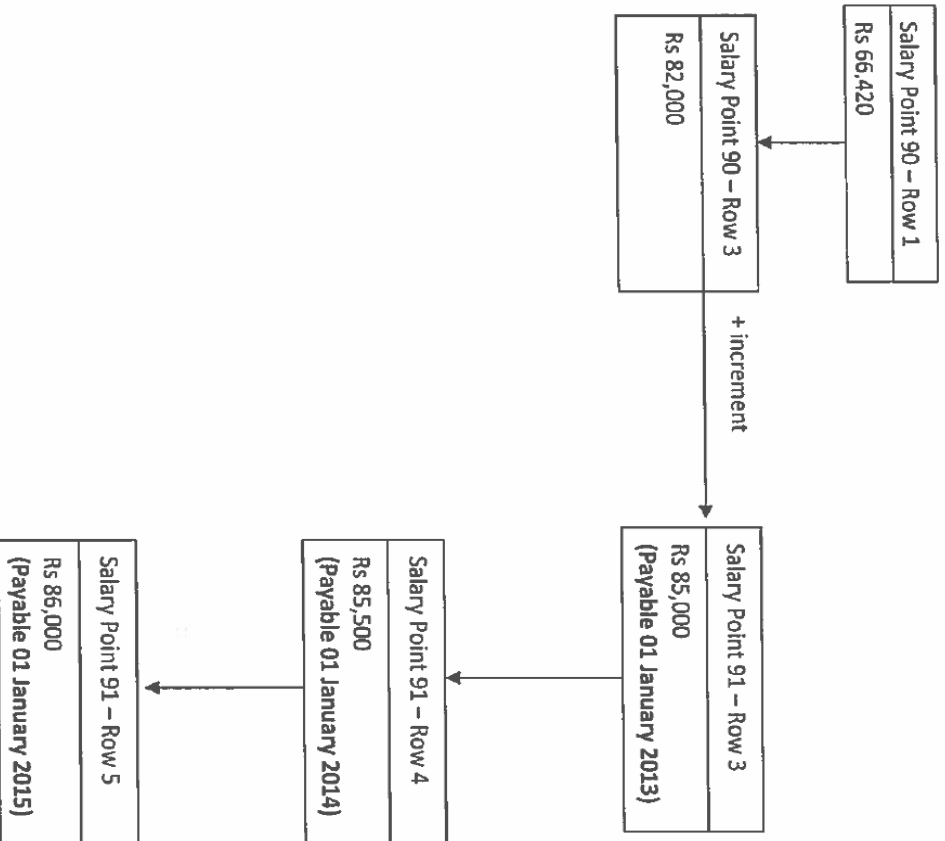


Extract of EOAC Master Conversion Table

Row	Salary Point	62	63	64	65
1	Gross Pay Dec 2012	28270	29070	30070	30420
2	2013 PRB Basic Pay	33000	34200	35400	36600
3	1 Jan 2013	33590	34790	35990	37190
4	1 Jan 2014	33880	35080	36280	37480
5	1 Jan 2015	34175	35375	36575	37775

Annex D

**Case of officers who have drawn salary beyond top in Pre-PRB Salary Scale as at 31 December 2012 (as per paragraph 1.15.3 of EOAC 2013 Report)**



**Extract of EOAC Master Conversion Table**

Row	Salary Point	90	91	92	93
1	Gross Pay Dec 2012	66420	68420	70420	72920
2	2013 PRB Basic Pay	81000	84000	87000	90000
3	1 Jan 2013	82000	85000	88000	91000
4	1 Jan 2014	82500	85500	88500	91500
5	1 Jan 2015	83000	86000	89000	92000
	Conversion				



**ANNEX E**

**CASE OF OFFICERS FALLING UNDER PARAGRAPH 1.15.2 OF EOAC REPORT 2013 IN CONJUNCTION WITH RECOMMENDATION 21.5 OF 2013 PRB REPORT**

e.g.: Case of officers in the grade of Management Support Officer, formerly Officer. This will apply to all officers drawing salary between Rs 10, 778 and Rs 12,967 as at December 2012 as shown below.

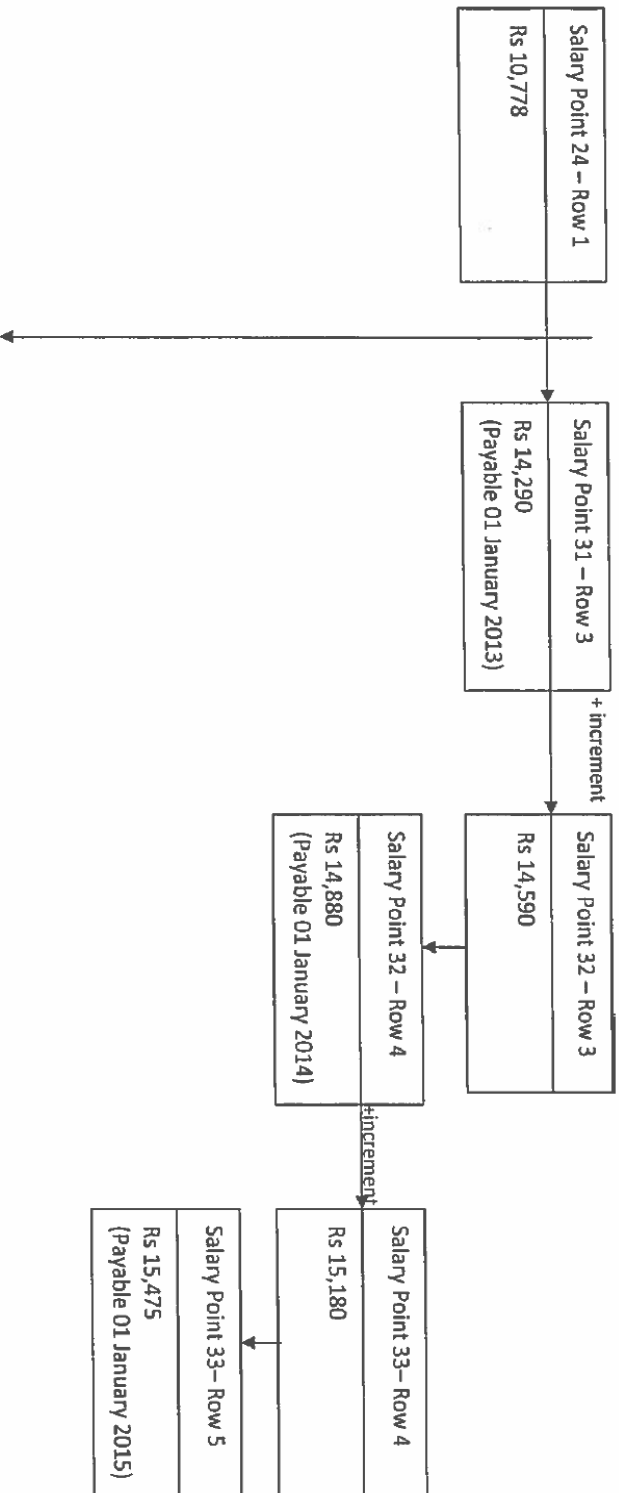
Pre-PRB 2013 (i.e.as at December 2012) Salary Scale: Rs 9600 x 200 – 10200 x 250 – 11700 x 300 – 13800 x 400 -15000 x 500 – 16000 x 600 – 21400 + salary compensation.

EOAC 2013 Salary Scale: Rs 14575 x 300 – 15475 x 350 – 17225 x 450 – 19475 x 600 – 20675 x 750 – 28925.

	Gross Pay December 2012 (Rs)	PRB 2013 (Rs)	EOAC 2013 (Row 3) (Rs)	Payable 2013 (Rs)
1	10778(Basic 9600) 10985(Basic 9800)	11750 12000	14875	14290
2	11192(Basic 10000) 11399(Basic 10200)	12250 12250	15175	14590
3	11658(Basic 10450) 11917 (Basic 10700)	12800 13100	15475	14890
4	12175(Basic 10950) 12434 (Basic 11200)	13400 13700	15825	15240
5	12708(Basic 11450) 12967(Basic 11700)	14000 14300	16175	15590
7	13270(Basic 12000)	14650	16175	15590
8	13370 (Basic 12300)	15000	16525	15940

ANNEX E (Continued)

Case of Officer drawing Rs 10,778 as at 31 December 2012 as shown in the EOAC Master Conversion Table.



Application of Rec. 1.15.2  
of EOAC Report 2013 and  
Rec. 21.5 of 2013 PRB Report