

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

- Organisation:** Rodrigues Regional Assembly (Planning Unit)
- Post:** Development Control Officer
- Salary:** Rs 17,675 x 450 – 19,475 x 600 – 20,675 x 750 – 29,675 x 900 – 34,175 x 1,200 – 37,775 x 1,500 – 39,275 (26 39 66)
- Effective Date:** 28 April 2014
- Qualifications:**
- A. A diploma in Town and Country Planning from a recognised institution or an equivalent qualification acceptable to the Public Service Commission.
- B. Candidates should be computer literate.
- Candidates should produce written evidence of knowledge claimed.
- Duties:**
1. To carry out site visits and land use surveys, as and when required.
  2. To provide information regarding provisions in existing planning instruments and permit procedures.
  3. To read and interpret blueprints, maps, plans, sketches, diagrams and planning regulations, while assisting Professional Planners and/or responding to general enquiries.
  4. To prepare correspondence, reports and other materials.
  5. To process planning applications in compliance with established principles and planning regulations.
  6. To assist in the preparation and revision of development plans.
  7. To provide technical support to Professional Planners by conducting research, and preparing maps and graphics with respect to planning applications.
  8. To effect simple mathematical operations in all units of measure and to compute rate, ratio and percentage in relation to planning applications.
  9. To respond to requests and enquiries in relation to planning issues from the general public.

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**CERTIFIED CORRECT**

  
.....  
*for Senior Chief Executive  
Ministry of Civil Service and  
Administrative Reforms*  
28 APR 2014  
Date.....

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10. To use ICT in the performance of his duties.
11. 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 the Development Control Officer in the roles ascribed to him.



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

Date..... **28 APR 2014** .....