

GOVERNMENT OF MAURITIUS

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

Organisation: Rodrigues Regional Assembly (Environment Division)

Post: Officer-in-Charge, Environment

Salary: Rs 36,575 x 1,200 – 37,775 x 1,500 – 58,775 (19 64 79)

Effective Date: 28 October 2015

Qualifications: By promotion, on the basis of experience and merit, of officers in the grade of Environment Officer who reckon at least four years' service in a substantive capacity in the grade and who –

- (i) possess good communication and interpersonal skills;
- (ii) possess good leadership, organising and supervisory skills; and
- (iii) have a wide knowledge in the field of environmental policies.

Role and Responsibilities: To be responsible for the overall management and the day-to-day administration of the Environment Division in Rodrigues in line with approved policies.

- Duties:**
1. To review, formulate and update policies on key environmental issues in Rodrigues.
 2. To identify, initiate, coordinate and manage implementation of environmental projects and assist relevant Commissions/Departments/Divisions/Sections as and when required.
 3. To ensure the implementation of government policies in matters relating to environment.
 4. To mainstream environment, sustainable development and climate change considerations into decision-making processes in Rodrigues.
 5. To advise in the formulation of regulations and guidelines for the protection of the environment in Rodrigues and ensure their compliance.
 6. To ensure proper coordination and follow-up on the implementation of multilateral environment agreements with the Ministry of Environment, Sustainable Development, and Disaster and Beach Management.

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[Signature]

 for Senior Chief Executive
 Ministry of Civil Service and
 Administrative Reforms

28 October 2015

Date.....

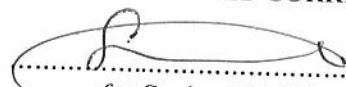
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7. To devise, promote and implement environmental education and awareness strategies and programmes.
8. To coordinate activities regarding the celebration of important environmental events, such as World Environment Day, Clean up the World.
9. To review Environmental Impact Assessment (EIA) applications and Preliminary Environmental Report (PER) of projects submitted by proponents and process environmental clearances, as required.
10. To coordinate the monitoring of all environmental media in Rodrigues as well as the monitoring of all EIA Licences, PER Approvals and clearances granted.
11. To attend to all complaints received at the Commission with regards to environmental pollution.
12. To monitor and coordinate the implementation and management of coastal projects, including monitoring of coastal water quality, monitoring and management of coastal resources (wetlands, beaches, lagoon, islets, etc).
13. To formulate contingency plans and coordinate activities in connection with the management of natural and environmental disasters.
14. To provide guidance and monitor the work performance of the staff of the Division.
15. To devise and supervise training and development programme for the staff of the Division.
16. To attend Court Cases, statutory meetings and Committees.
17. To carry out site visits, as and when required.
18. To use ICT in the performance of his duties.
19. 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 Officer-in-Charge, Environment in the roles ascribed to him.

CERTIFIED CORRECT



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

28 October 2015

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