



**MINISTRY OF PUBLIC SERVICE, ADMINISTRATIVE AND INSTITUTIONAL REFORMS
MAURITIUS**

02 June 2020

Ministry of Public Service, Administrative and Institutional Reforms

Circular Note No. 10 of 2020

E/320/60/01 V1

From: Secretary for Public Service

To : Supervising Officers-in-charge of Ministries/Departments

**Increment on Appointment by Selection to a Higher Grade for Officers of the
Workmen's Class**

Please refer to this Ministry's Circular Note No 27, dated 09 October 2018, regarding increment on appointment by selection to a higher grade for officers of the Workmen's Class.

2. Paragraph 2 (b) of the Circular Note No 27 of 2018 stipulates that:

“where recruitment to a grade is done by selection from serving officers of the Workmen's Class in the same exercise, the selected officer should draw the initial salary of the promotional grade or receive one increment if he was drawing the same salary point as the initial or more than the initial”.

3. Representations were received from Ministries/Departments regarding the number of increments to be granted to an officer of the Workmen's Class upon the latter's appointment by selection to a higher grade in the same Class, but carrying a higher salary scale.

4. In line with the recommendation of the High Powered Committee, this Ministry has therefore re-examined the whole issue with all its implications and has decided that the provision at paragraph 2(b) of the Circular Note No 27 of 2018 be repealed.

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5. Consequently, the recommendations at paragraph 18.8.10 (iii) of the 2016 PRB Report would not be applicable to officers of the Workmen's Class.

6. Paragraph 18.8.9 of the 2016 PRB Report, as reproduced below, should therefore be adhered to and serving officers of the Workmen's Class who are appointed by selection to a higher grade in the same Class should be entitled to a maximum of three increments, as follows:

Paragraph 18.8.9 of the 2016 PRB Report

“all promotions, in general, should be marked by an increase in salary. An officer, on promotion, should join the initial salary or flat salary of the higher grade or where the salary overlaps be granted a maximum of three increments subject to the top salary of the higher grade, whichever is higher, provided the total emoluments of the officer should not be less than the initial salary and not more than the maximum salary of the higher grade.”

7. Supervising Officers are hereby requested to take action accordingly and ensure that the contents of this Circular are brought to the attention of all officers concerned as well as Heads of Parastatal Bodies and Local Authorities falling under the aegis of their respective Ministries/ Departments.


S. Ragen
Secretary for Public Service

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