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

To: Supervising Officers i.e Ministries/Departments
    Heads of Parastatals 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 MANKAJ, 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 enrollees 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.

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(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.
(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](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. Seebauluck*
Senior Chief Executive

*Copy to:- Secretary to Cabinet and Head of the Civil Service*
Extract of EOC Master Conversion Table

Who will be eligible for increment on 01 January 2014, 01 January 2013, 01 January 2012 and 01 January 2011.

Case of officers drawing salary of Rs 7673 as at 31 December 2011 as per paragraph 1.15.1 of EOC 2013 Report and

Annex B
who will be eligible for one increment as at 31st December 2012 as per paragraph I.5.1 of EAC 2013 report and case of officers drawing salary of Rs. 28,720 as at 31 December 2012 as per paragraph I.5.1 of EAC 2013 report and

Annex C
Case of officers who have drawn salary beyond top in pre-PRPB salary scale as at 31 December 2012 (as per paragraph 1.15.3 of EoAC)

Annex D
<table>
<thead>
<tr>
<th>Code</th>
<th>Basic</th>
<th>Payable</th>
<th>Gross Pay December 2013 (RN)</th>
</tr>
</thead>
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<tr>
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<td>16725</td>
<td>15000</td>
<td>13370 (Basic 12000)</td>
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<tr>
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<td>16475</td>
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<td>12720 (Basic 12000)</td>
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<td>16275</td>
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<td>11920 (Basic 11500)</td>
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<td>15175</td>
<td>12550</td>
<td>10420 (Basic 10000)</td>
</tr>
</tbody>
</table>

**Note:**
- Basic: Basic Pay
- Payable: Payable as per December 2013 (RN)
- Gross Pay: Gross Pay as per December 2013 (RN)

**EOAC 2013 Scale:** Rs. 14775 - 300 - 15475 x 350 - 16250 - 16875 - 750 - 2875.

**Compensation:**

**Provisions:**

- Rs 12,967 as of December 2012 as shown below.

*Case of officers falling under paragraphs 1.5.2 of EOAC Report 2013 in conjunction with recommendation 2.5 of 2013 PR Report*

**Annex:**

- Table showing basic, payable, and gross pay details for different codes.
ANEXE (Continued)

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