



MINISTRY OF CIVIL SERVICE AND ADMINISTRATIVE REFORMS
MAURITIUS

21 August 2009

Ministry of Civil Service and Administrative Reforms
Circular Letter No. 23 of 2009
E/330/6/03

From: Supervising Officer, Ministry of Civil Service and Administrative Reforms

To: Supervising Officers i/c Ministries/Departments

Schemes of Service – Parastatal and Other Statutory Bodies and Local Authorities

The Pay Research Bureau has, at paragraph 10 of its 2008 Report (Vol II Part II) and at paragraph 1.62 of its 2008 Report (Vol II Part III) recommended that "future entrants to the grades of Clerical Officer/Higher Clerical Officer and Word Processing Operator, who should be exclusively holders of the Higher School Certificate or equivalent qualification, should proceed incrementally in the respective salary scales up to salary points Rs 16600 and Rs 16000. Similarly, future entrants to the grades of Driver and General Worker should proceed incrementally in the respective salary scales up to salary points Rs 12900 and Rs 9200".

2. The Pay Research Bureau has now recommended that the appropriate salary scales for the grades listed below in Parastatal and Other Statutory Bodies and Local Authorities should be as hereunder –

Grade	Salary (Rs)
Clerical Officer/Higher Clerical Officer	Rs 9,600 x 200 – 10,200 x 250 – 11,700 x 300 – 13,800 x 400 – 15,000 x 500 – 16,000 x 600 – 16,600
Word Processing Operator	Rs 9,400 x 200 – 10,200 x 250 – 11,700 x 300 – 13,800 x 400 – 15,000 x 500 – 16,000
Driver (Roster)	Rs 8,800 x 200 – 10,200 x 250 – 11,700 x 300 – 13,200
Driver	Rs 8,600 x 200 – 10,200 x 250 – 11,700 x 300 – 12,900
General Worker	Rs 6,425 x 175 – 6,600 x 200 – 9,200

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3. The salary codes for the respective grades are set out in the Annex to this Circular Letter.
4. Supervising Officers are kindly requested to communicate the above information to Officers-in-Charge of Parastatal and Other Statutory Bodies and Local Authorities falling under the aegis of their respective Ministries.



S. K. Pather
Supervising Officer

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

Salary Codes for Parastatal and other Statutory Bodies

GRADES	Islamic Cultural Centre	Law Re form Commission	Le Morne Heritage Trust Fund	Mahatma Gandhi Institute	Malcolm De Chazal Trust Fund	Mauritian Cultural Centre Trust
Clerical Officer/HCO	-	-	-	MGI 11B	-	-
WPO	-	-	-	MGI 11A	-	-
Driver	ICC 2A	-	-	MGI 6A	-	-
General Worker	ICC 1A	-	-	MGI 1A	-	-
GRADES	Mauritius Broadcasting Corporation	Mauritius College of the Air	Mauritius Examination Syndicate	Mauritius Ex-Services Trust Fund	Mauritius Film Development Corporation	Mauritius Institute of Education
Clerical Officer/HCO	-	MCA 9A	-	MESTF 2B	MFDC 4B	MIE 12B
WPO	MBC 8A	MCA 8A	-	MESTF 2A	MFDC 4A	MIE 12A
Driver	-	MCA 4	MES 4A	-	-	-
General Worker	-	MCA 1A	MES 1A	-	-	MIE 1A
GRADES	Mauritius Institute of Health	Mauritius Marathi Cultural Centre Trust	Mauritius Meat Authority	Mauritius Museums Council	Mauritius Oceanography Institute	Mauritius Qualifications Authority
Clerical Officer/HCO	MIH 6B	-	MA 13A	-	MOI 2A	-
WPO	MIH 6A	-	MA 12A	MMC 8A	-	-
Driver	MIH 2A	-	MA 6A	-	-	-
General Worker	MIH 1A	-	MA 1A	MMC 1A	-	-

Salary Codes for Parastatal and other Statutory Bodies

Annex

GRADES	Aapravasi Ghat Trust Fund	Agricultural Marketing Board	Beach Authority	Bus Industry Employees Welfare Fund	Central Water Authority	Civil Service Family Protection Scheme Board
Officer/HCO	AGTF 6A	AMB 10A	BA 4B	-	CWA 16A	CFP 2A
	-	-	BA 4A	-	CWA 15A	-
	-	AMB 3A	BA 2A	-	CWA 6A	-
Worker	AGTF 1A	AMB 1A	BA 1A	-	CWA 1 A	-
GRADES	Conservatoire de Musique Francois Mitterand Trust Fund	Construction Industry Development Board	Employees Welfare Fund	Export Processing Zone Labour Welfare Fund	Farmers' Service Corporation	Fishermen Investment Trust
Officer/HCO	CMTF 4A	CIDB 1A	EFW 2A	-	-	-
	-	-	-	-	FSC 5A	-
	CMTF 2A	-	-	-	FSC 2A	-
Worker	CMTF 1A	-	-	-	-	-
GRADES	Fishermen Welfare Fund	Food and Agricultural Research Council	Hindi Speaking Union	Iloilo Welfare Fund	Industrial and Vocational Training Board	Irrigation Authority
Officer/HCO	-	-	-	-	-	IA 10A
	-	-	-	-	-	IA 9A
	FWF 1B	FARC 6A	-	-	-	IA 5A
Worker	FWF 1A	FARC 1A	HSU 1A	-	IVTB 1A	IA 1A

Salary Codes for Parastatal and other Statutory Bodies

Annex

GRADES	Mauritius Research Council	Mauritius Society of Authors	Mauritius Standard Bureau	Mauritius Sugar Terminal Corporation	Mauritius Tamil Cultural Centre Trust	Mauritius Telugu Cultural Centre Trust
Officer/HCO	MRC 2A	-	MSB 4B	-	-	-
	-	-	MSB 4A	MSTC 10A	-	-
	MRC 1A	-	-	MSTC 6A	-	-
Worker	-	-	-	MSTC 1A	-	-
GRADES	Mauritius Tourism Promotion Authority	National Adoption Council	National Agency for the Treatment and Rehabilitation of Substance Abusers	National Art Gallery	National Children's Council	National Computer Board
Officer/HCO	MTPA 6A	-	-	-	-	-
	-	-	-	-	-	-
	MTPA 1A	-	-	-	NCC 3A	NCB 1A
Worker	-	-	-	-	-	-
GRADES	National Heritage Fund	National Institute for Coop. Entrepreneurship	National Library	National Transport Corporation	National Women Entrepreneur Council	National Women's Council
Officer/HCO	-	-	-	NTC 4B	NWEC 2A	-
	-	-	-	NTC 4A	-	-
	-	-	-	-	-	NWC 3A
Worker	-	NICE 1A	-	-	NWEC 1A	NWC 1A

Salary Codes for Parastatal and other Statutory Bodies

GRADES	Nelson Mandela Centre for African Culture	Outer Islands Development Corporation	Pre-School Trust Fund	Private Secondary Schools Authority	Public Officers' Welfare Council	Rabindranath Tagore Institute
Clerical Officer/HCO	-	-	-	PSSA 9B	-	-
WPO	-	-	-	PSSA 9A	-	-
Driver	-	-	-	-	-	-
General Worker	-	-	PSTF 1A	PSSA 1A	-	RTI 1A
GRADES	The Rajiv Gandhi Science Centre Trust Fund	Road Development Authority	SEHDA	Small Planters Welfare Fund	St Antoine Planters Co-operative Trust	State Trading Corporation
Clerical Officer/HCO	-	RDA 16A	SEH 9A	-	-	STC 10B
WPO	RGSC 6A	RDA 15A	-	-	-	STC 10A
Driver	-	RDA 8A	SEH 4A	-	-	STC 5A
General Worker	-	RDA 1A	SEH 1A	-	-	-
GRADES	Statutory Bodies Family Protection Fund	Sugar Industry Labour Welfare Fund	Sugar Insurance Fund Board	Sugar Planters Mechanical Pool Corp.	Tea Board	Technical School Mgt Trust Fund
Clerical Officer/HCO	-	SWF 9A	-	SPMPC 12A	TB 1B	MTF 5A
WPO	-	SWF 8A	SIFB 7A	-	-	-
Driver	-	SWF 4A	-	-	TB 1A	-
General Worker	-	SWF 1A	-	-	-	MTF 1A

Salary Codes for Parastatal and other Statutory Bodies

GRADES	Tertiary Education Commission	The SSR Botanic Garden Trust	Tobacco Board	Tourism Authority	Tourism Employees Welfare Fund	Town and Country Planning Board
Officer/HCO	TEC 4B	SSRBGT 9A	-	TA 5A	-	-
	TEC 4A	SSRBGT 8A	TOB 12A	-	-	TCP 2A
	TEC 1A	-	-	-	-	TCP 1A
Worker	-	SSRBGT 1A	-	TA 1A	-	-
GRADES	Trade Union Trust Fund	Training and Employment of Disabled Persons Board	Trust Fund for Specialised Medical Care (Cardiac Centre)	University of Mauritius	University of Technology, Mauritius	Urdu Speaking Union
Officer/HCO	-	-	TFSMC 6B	-	-	-
	-	TEDPB 4A	TFSMC 6A	-	-	-
	-	TEDPB 2A	-	UNI 6A	-	-
Worker	TUTF 1A	TEDPB 1A	-	UNI 1A	UTM 1A	-
GRADES	Wastewater Management Authority					
Officer/HCO	WMA 13A					
	WMA 12A					
	WMA 5A					
Worker	WMA 1A					

Salary Codes for Local Authorities

Annex

MUNICIPAL COUNCILS

	Port Louis	Beau Bassin/Rose Hill	Curepipe	Quatre Bornes	Vacoas/ Phoenix
	<i>Chief Executive's Department</i>	<i>Chief Executive's Department</i>	<i>Chief Executive's Department</i>	<i>Chief Executive's Department</i>	<i>Chief Executive's Department</i>
Clerical Officer/Higher Clerical Officer	PLCE 5B	BRHCE 5B	CCE 6B	QBCE 4B	VPCE 4B
Word Processing Operator	PLCE 5A	BRHCE 5A	CCE 6A	QBCE 4A	VPCE 4A
General Worker	-	-	-	-	-
	<i>Works Department</i>	<i>Works Department</i>	<i>Works Department</i>	<i>Works Department</i>	<i>Works Department</i>
Driver	PLW 8A	BRHW 7A	CW 7A	QBW 7A	VPW 7A
General Worker	PLW 1A	BRIIW 1A	CW 1A	QBW 1A	VPW 1A
	<i>Welfare Department</i>	<i>Welfare Department</i>	<i>Welfare Department</i>	<i>Welfare Department</i>	<i>Welfare Department</i>
Driver	PL WEL 4A	-	-	-	VP WEL 4A
General Worker	PL WEL 1A	-	-	QB WEL 1A	VPWEL 1A
	<i>Health Department</i>	<i>Health Department</i>	<i>Health Department</i>	<i>Health Department</i>	<i>Health Department</i>
Driver (Roster)	-	-	-	-	-
Driver	-	-	-	QBH 6A	-
General Worker	PLH 1A	BRIIH 1A	CH 1A	QBH 1A	-
	<i>Parks & Gardens Department</i>				
General Worker	PLPG 1A	-	-	-	-

Salary Codes for Local Authorities

DISTRICT COUNCILS

Annex

	Black River	Grand Port-Savanne	Moka/Flacq	Pamplemousses/Riv. du Rempart
	<i>Chief Executive's Department</i>	<i>Chief Executive's Department</i>	<i>Chief Executive's Department</i>	<i>Chief Executive's Department</i>
Clerical Officer/Higher Clerical Officer	BRCE 4B	GSCE 5B	MFCE 5B	PRCE 7B
Word Processing Operator	BRCE 4A	GSCE 5A	MFCE 5A	PRCE 7A
General Worker	-	-	-	PRCE 1A
	<i>Works Department</i>	<i>Works Department</i>	<i>Works Department</i>	<i>Works Department</i>
Driver	BRW 6A	GSW 3A	MFW 3A	-
General Worker	BRW 1A	-	-	-
	<i>Welfare Department</i>	<i>Welfare Department</i>	<i>Welfare Department</i>	<i>Welfare Department</i>
Driver	-	-	-	-
General Worker	-	-	-	-
	<i>Health Department</i>	<i>Health Department</i>	<i>Health Department</i>	<i>Health Department</i>
Driver (Roster)	-	GSH 4B	MFH 4A	PRH 6B
Driver	-	-	-	PRH 6A
General Worker	-	-	-	PRH 1A

Salary Codes for Parastatal and other Statutory Bodies

GRADES	Tertiary Education Commission	The SSR Botanic Garden Trust	Tobacco Board	Tourism Authority	Tourism Employees Welfare Fund	Town and Country Planning Board
Officer/HCO	TEC 4B	SSRBGT 9A	-	TA 5A	-	-
	TEC 4A	SSRBGT 8A	TOB 12A	-	-	TCP 2A
	TEC 1A	-	-	-	-	TCP 1A
Worker	-	SSRBGT 1A	-	TA 1A	-	-
GRADES	Trade Union Trust Fund	Training and Employment of Disabled Persons Board	Trust Fund for Specialised Medical Care (Cardiac Centre)	University of Mauritius	University of Technology, Mauritius	Urdu Speaking Union
Officer/HCO	-	-	TFSMC 6B	-	-	-
	-	TEDPB 4A	TFSMC 6A	-	-	-
	-	TEDPB 2A	-	UNI 6A	-	-
Worker	TUTF 1A	TEDPB 1A	-	UNI 1A	UTM 1A	-
GRADES	Wastewater Management Authority					
Officer/HCO	WMA 13A					
	WMA 12A					
	WMA 5A					
Worker	WMA 1A					