

GOVERNMENT OF MAURITIUS

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

Ministry: Arts and Culture

Post: Secretary, Film Classification Board

Salary: Rs 34,350 x 925 – 37,125 x 1,225 – 40,800 x 1,525 – 49,950 x 1,625 – 56,450 (08 065 081)

Effective Date: 10 November 2016

Qualifications: By promotion, on the basis of experience and merit, of an officer in the grade of Assistant Secretary, Film Classification Board who reckons at least two years' service in a substantive capacity in the grade and who –

- (i) possesses a degree in Social Work or Communication Studies or Management or Administration or Humanities from a recognised institution or an equivalent qualification acceptable to the Public Service Commission; and
- (ii) possesses good managerial and leadership skills.

Role and Responsibilities: To achieve the objectives of the Film Classification Board for the protection of viewers by ensuring a proper classification of films in accordance with established norms.

- Duties:**
1. To be responsible to the Head of the Ministry for the smooth running of the Film Classification Board.
 2. To assist in the formulation of policy and procedures regarding film and stageplay censorship.
 3. To participate actively in programmes and give appropriate assistance to censors.
 4. To ensure optimum and effective use of resources of the Film Classification Board.
 5. To organise training sessions for censors.

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CERTIFIED CORRECT

[Signature]

 for Senior Chief Executive
 Ministry of Civil Service and
 Administrative Reforms

10 November 2016

Date.....

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6. To assist the Chairperson of the Film Classification Board in establishing contacts with international bodies in the field of cinematography regarding the retrieval and the dissemination of information concerning film classification.
7. To take custody of films pending their censorship and delivery to film importers.
8. To act as Secretary to meetings of the Film Classification Board and to ensure proper follow-up action.
9. To submit reports and statistics on the activities of the Film Classification Board, as and when required.
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 Secretary, Film Classification Board in the roles ascribed to him.



CERTIFIED CORRECT

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

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