

GOVERNMENT OF MAURITIUS

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

- Ministry:** Finance and Economic Development
- Post:** Principal Internal Control Officer
- Salary:** Rs 28,625 x 775 – 32,500 x 925 – 37,125 x 1,225 – 40,800 x 1,525 – 49,950 x 1,625 – 51,575 (01 058 078) (Personal)  
Rs 28,625 x 775 – 32,500 x 925 – 37,125 x 1,225 – 40,800 x 1,525 – 45,375 (01 058 074) (Future Holder)
- Effective Date:** 25 April 2018
- Qualifications:** By promotion, on the basis of experience and merit, of officers in the grade of Internal Control Officer/Senior Internal Control Officer who reckon at least four years' service in a substantive capacity in the Internal Control Cadre and who –
- A. (i) have obtained passes in Papers F1, F2 and F3 of the ACCA Fundamentals (Knowledge) and Papers F4, F5 and F8 of the ACCA Fundamentals (Skills)
- or
- (ii) possess the Certificate in Business Accounting (Foundation Level) and have obtained passes in Papers P1, P7 and P8 of the Advanced Diploma in Management Accounting (Managerial Level) of the CIMA Examinations (New Syllabus)
- OR
- Equivalent qualifications to A(i) or A(ii) above acceptable to the Public Service Commission.
- B. possess good supervisory and organising skills.

**NOTE**

Principal Internal Control Officers in post as from 01 January 2016 will be required to follow successfully an approved course leading to a Degree in Financial Management with specialisation in Public Finance from a recognised institution to be eligible for consideration for promotion to the grade of Assistant Manager, Internal Control.

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*for Secretary for Public Service*

25 April 2018

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**Duties:**

1. To be responsible for the conduct of internal audit functions in Ministries/Departments (including Rodrigues).
2. To plan the programme of internal audit work on a yearly and monthly basis.
3. To supervise internal audit staff.
4. To carry out internal audit functions in Ministries/Departments (including Rodrigues).
5. To maintain adequate documentations and record of work performed including daily progress sheets.
6. To analyse findings of Internal Control Officer/Senior Internal Control Officers and, where necessary, conduct further investigations.
7. To review internal audit reports and to ensure that the recommendations made on audit findings are satisfactorily implemented.
8. To prepare and update working paper files.
9. To assist in the framing of Internal Audit Programme.
10. To report on major internal audit findings and propose corrective measures.
11. To use ICT in the performance of his duties.
12. 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 Principal Internal Control Officer in the roles ascribed to him.

**Note**

Principal Internal Control Officers may be required to serve on a tour of service in Rodrigues.



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*for Secretary for Public Service*

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