

GOVERNMENT OF MAURITIUS

**SCHEME OF SERVICE SPECIFIED UNDER REGULATION 16 OF THE
DISCIPLINED FORCES SERVICE COMMISSION REGULATIONS**

- Department:** Mauritius Prison Service
- Post:** Assistant Commissioner of Prisons
- Salary:** Rs 42,500 x 1,250 – 50,000 x 1,500 – 56,000 x 2,000 – 60,000 (17 69 81)
- Effective Date:** 30 June 2010
- Qualifications:** By selection from among officers in the grades of Superintendent of Prisons/Senior Superintendent of Prisons and Female Superintendent of Prisons/Senior Female Superintendent of Prisons who –
- (i) reckon at least two years' service in a substantive capacity in their respective grades or an aggregate of at least two years' service in a substantive capacity in the grades of Superintendent of Prisons/Senior Superintendent of Prisons and Female Superintendent of Prisons/Senior Female Superintendent of Prisons and the former grades of Senior Superintendent of Prisons, Superintendent of Prisons, Female Superintendent of Prisons, Superintendent of Works, Superintendent of Industries and Superintendent of Stores (Prisons);
 - (ii) possess administrative and organising ability ;
 - (iii) have a good personality and leadership qualities; and
 - (iv) are capable of dealing with crisis situations.
- Role and Responsibilities:** To ensure that the rules, regulations and orders relating to prisons are complied with and to plan all the programmes, activities and operations of the different prison institutions.
- Duties:**
1. To be responsible for the overall administration of –
 - (i) a prison/correctional institution;
 - (ii) a group of prisons or correctional institutions; and
 - (iii) the Trades Section.
 2. To be responsible for enforcing discipline and security measures in the above institutions/section and to ensure that human, financial and material resources made available are used efficiently, effectively and economically.

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for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms

Date

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3. To perform such duties as laid down in the Reform Institutions Act, Prisons Regulations, legislation in force and standing orders so as to ensure that appropriate orders, directives and guidance are given, as and when required, for the smooth running of the institutions/section.
4. To ensure that orders, instructions and procedures relating to the functioning of the Trades Section are strictly observed.
5. To submit such report, statistics and other information to the Commissioner of Prisons, as and when required.
6. To devise and monitor rehabilitation programmes.
7. To use ICT in the performance of his duties.
8. 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 Assistant Commissioners of Prisons in the roles ascribed to them.



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A. Keenan

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

Date..... **30 JUN 2010**