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GOVERNMENT OF MAURITIUS

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

- Department:** Mauritius Prison Service
- Post:** Principal Prisons Welfare Officer
- Salary:** Rs 28,000 x 1,000 – 30,000 x 1,250 – 40,000 (17 57 67)
- Effective Date:** 23 November 2010
- Qualifications:** By promotion, on the basis of experience and merit, of officers in the grade of Senior Prisons Welfare Officer who –
- (i) reckon at least two years' service in a substantive capacity in the grade; and
 - (ii) have administrative, organising and supervisory skills.
- Role and Responsibilities:** To be responsible for the implementation and co-ordination of welfare activities and rehabilitation programmes in all penal institutions.
- Duties:**
1. To assist the Chief Prisons Welfare Officer in planning, organising and administering policies and procedures for the welfare of detainees and Prisons staff.
 2. To prepare and implement rehabilitation and welfare activities in the Mauritius Prison Service.
 3. To advise, organise and participate in the training of the Welfare Staff and to keep under review their training needs.
 4. To update and improve the systems for the overall rehabilitation of detainees.
 5. To co-ordinate the welfare activities carried out in all penal institutions.
 6. To inspect all penal institutions to ensure the welfare of detainees.
 7. To report on welfare and rehabilitation activities carried out in all penal institutions.
 8. To deal with the legal, social and family problems of detainees.
 9. To use ICT in the performance of his duties.
 10. 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 Principal Prisons Welfare Officers in the roles ascribed to them.



CERTIFIED CORRECT

Alexis

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

Date..... **23 NOV 2010**