

GOVERNMENT OF MAURITIUS

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

- Ministry:** Information Technology, Communication and Innovation
- Post:** Data Protection Officer/Senior Data Protection Officer
- Salary:** Rs 29,875 x 825 – 35,650 x 900 – 37,450 x 950 – 42,200 x 1,300 – 46,100 x 1,575 – 49,250 x 1,650 – 54,200 x 1,700 – 64,400 x 1,800 – 69,800 (04 061 092)
- Effective Date:** 11 July 2023
- Qualifications:** By selection from among officers in the grade of Assistant Data Protection Officer who reckon at least five years' service in a substantive capacity in the grade and who –
- (i) possess a degree in Computer Science or Computer Engineering or Information Systems or Information Technology or Software Engineering or Systems Networking or IT Networking or Digital Networking or Computer Networking or IT Forensics or Digital Forensics or Data Science or Computing and Law from a recognised institution or an equivalent qualification acceptable to the Public Service Commission;
 - (ii) possess good analytical skills; and
 - (iii) possess good interpersonal and communication skills.

NOTE

In the absence of qualified serving officers, by selection from among candidates who –

- (i) possess a degree in Computer Science or Computer Engineering or Information Systems or Information Technology or Software Engineering or Systems Networking or IT Networking or Digital Networking or Computer Networking or IT Forensics or Digital Forensics or Data Science or Computing and Law from a recognised institution or an equivalent qualification acceptable to the Public Service Commission;
- (ii) reckon at least five years' post-qualification experience in Information Technology and data processing;
- (iii) have good analytical skills; and
- (iv) possess good interpersonal and communication skills.

Candidates should produce written evidence of experience claimed.

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CERTIFIED CORRECT

B. D. Nundloll

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B. D. Nundloll (Mrs)
for Secretary for Public Service

11 July 2023

Date.....



**SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE
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Role and

Responsibilities:

To be responsible for all matters relating to data protection compliance, inspections and investigations in line with the Data Protection Act.

Duties:

1. To be responsible for the performance of the following duties –
 - (a) to investigate any complaint or information which may give rise to a suspicion that an offence may be committed and swear on information in respect of an offence under the Data Protection Act;
 - (b) to carry out –
 - (i) registration activities, including online registration;
 - (ii) inspections and assessments of the security measures imposed on controllers and processors;
 - (iii) periodical audits of the systems of controllers and processors to ensure compliance with the data protection principles specified in the Act and carry out protection certifications; and
 - (iv) research activities on IT and data security;
 - (c) to effect service of enforcement notices on controllers or processors;
 - (d) to enter and search any premises for the purposes of discharging any duties under the Act;
 - (e) to provide training to controllers and processors;
 - (f) to take such measures, as may be necessary, to bring the provisions of the Data Protection Act to the knowledge of the general public;
 - (g) to provide assistance and advice to other regulators to ensure that security and other measures implemented are in line with data protection principles and prepare advice on high risk processing operations and personal data breaches;
 - (h) to manage data protection compliance in accordance with the Data Protection Act; and

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- (i) to cooperate with supervisory authorities of other countries, to the extent necessary for the performance of his duties under the Data Protection Act, in particular by exchanging relevant information in accordance with any other related enactment.
2. To assist the Data Protection Commissioner in the performance of his duties.
3. To attend to all matters relating to inspection, investigation and prosecution in line with the Data Protection Act.
4. To prepare materials for submission to the Director of Public Prosecutions.
5. To secure evidence for admissibility in Court and apply for prosecution order.
6. To use ICT in the performance of his duties.
7. 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 Data Protection Officer/Senior Data Protection Officer in the roles ascribed to him.



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