

## 12. PART-TIME EMPLOYMENT

- 12.1 Work is generally considered as part-time when employees are contracted to work for anything less than the normal basic full-time hours, that is, a part-time job is a form of employment that carries fewer hours per week than a full-time job.
- 12.2 According to International Labour Organisation Convention No. 175, the term "Part-Time Worker" means an employed person whose normal hours of work are less than those of comparable "Full-Time Workers".
- 12.3 While full-time working is still the norm in Mauritius and elsewhere, part-time and other forms of atypical working are of growing importance worldwide. Over the past decades, there has been an increasing trend in part-time employment relative to full-time one, especially in many developed countries.
- 12.4 The concept of part-time employment in the Public Sector was first introduced by the Bureau in the 2008 PRB Report with the objective of allowing public officers aged 50 years or more (below the level of Deputy Permanent Secretary excluding officers in scarcity areas) to opt for part-time work for the rest of their career, thus, offering them the opportunity of a better balance between working life and family responsibilities, training, leisure or civic activities. However, it has been submitted that no grade for part-time work has been created up to now.
- 12.5 Thereafter, in its successive Reports, the Bureau maintained the provisions governing part-time employment in the public sector. However, as at date, there has been no evidence on record to show the prevalence of part-time working, save for a few grades in the Local Authorities and some Parastatal Bodies.
- 12.6 In the process of identifying those grades currently on the permanent and pensionable establishment, which could be filled by part-time working arrangement, the following criteria/guidelines should be adhered to:
- enlistment for part-time working should, in principle, be limited to entry grades only **and under no circumstances in promotional ones.**
  - entry grades include both manual and non-manual ones as well as entry levels in professional cadres.
  - recruits do not have to undergo formal theoretical and practical on-the-job training to be able to perform the duties of the grade.
  - a short induction course is adequate to enable the incumbents to perform.

### Survey Findings and Observations

- 12.7 In the context of this review exercise, the Bureau has carried out a survey on part-time working with a view to taking stock of the actual situation in order to assess the extent of part-time working in the Public Sector.
- 12.8 The response rate was 61% for the Civil Service, 60% for Parastatal Bodies and 50% for Local Authorities.

- 12.9 Of the organisations which have responded, 14 Parastatal Bodies and six Local Authorities are having recourse to the services of part-time employment whereas in the Civil Service, it is in-existent. Details of the grades in the Parastatal Bodies and Local Authorities currently operating on a part-time basis are provided in Table 1 at the end of this Chapter.
- 12.10 The Survey has also revealed that five Parastatal Bodies and two Local Authorities have identified grades currently listed on their establishment which could be filled on a part-time basis as provided in Table 2 at the end of this Chapter.
- 12.11 In a nutshell, the survey findings have revealed a low prevalence of part-time working in the Public Sector.
- 12.12 The Bureau considers that since the concept of part-time employment is an important one, same should continue to prevail in the Public Sector. We are, therefore, bringing no change to the existing provisions in respect thereof, save for a review of the age at which public officers holding substantive appointment, may opt for part-time work for the rest of their career.

### Recommendation 1

#### 12.13 We recommend that:

- (i) **Heads of Ministries/Departments and Chief Executives of Parastatal Bodies and Local Authorities should be allowed to enlist the services of part-time employees. The recruitment of such employees should, however, be made according to the existing procedures as for full-time employees.**
- (ii) **All new grades identified that could be filled by part-time employees should be submitted to the MPSAIR, which would examine each case on its own merits before submission to the High Powered Committee for approval.**
- (iii) **Public Officers aged 55 years or more holding substantive appointment should be allowed to opt for part-time work for the rest of their career, subject to the exigencies of the service. This provision should not apply to officers of the level of Deputy Permanent Secretary and officers in scarcity areas.**
- (iv) **The pay for part-time workers should, in principle, continue to be on a *pro-rata* basis, that is, a proportion of the full-time rate of pay appropriate to the net number of hours worked. For serving officers opting for part-time working, the pay should be the salary point drawn, on a *pro-rata* basis, at the time of exercising the option and the officer should be allowed to continue to be eligible to earn the annual increment.**
- (v) **The advice of the Pay Research Bureau should, invariably be sought through the MPSAIR for pay determination, once the mode of operation of part-time working of any grade has been determined by any public sector organisation.**

- (vi) For pension purposes, any period of part-time working for officers holding substantive appointment should be reckoned as pensionable service but on a *pro-rata* basis.**

**Conditions of Service**

- 12.14 The conditions of service for part time employees should, in principle, be in line with those recommended in this Volume as per the relevant sections.

**Table 1: Grades currently operating on a Part-Time basis in the Parastatal Bodies and Local Authorities**

SN	Organisation	Grade	Establishment Size	No of hours/days at work (Weekly)
1	Agricultural Marketing Board	Safety and Health Officer/Senior Safety and Health Officer	-	10
2	Mauritius Standards Bureau	Safety and Health Officer	-	8
3	Mauritius Institute of Health	Training Manager	5 (3 posts on Part-time)	18
4	Statutory Bodies Family Protection Fund	Internal Auditor	1	2.5
		Legal Adviser	1	-
5	Mauritius Institute of Training and Development	Instructor/ Training Officer	25	20 hrs maximum
6	Sugar Insurance Fund Board	Safety and Health Officer	1	10
7	Mauritius Oceanography Institute	Health & Safety Officer	1	8
8	Open University of Mauritius	Safety and Health Officer (Personal)	1	8
9	Mauritius Institute of Education	Lecturer	55	Depends on modules per semester (maximum of 45 Hours per semester)
10.	Central Water Authority	Professional Quantity Surveyor	1	5 half days
11	National Adoption Council	Acting Secretary	-	-
		Acting Treasurer	-	-
12	Private Secondary Schools	Educator	12	Varies between 20 to 40 hours
		General Worker	119	
		Gardener	12	
		Handyworker	34	
		General Attendant	3	

<b>SN</b>	<b>Organisation</b>	<b>Grade</b>	<b>Establishment Size</b>	<b>No of hours/days at work (Weekly)</b>
13	Mahatma Gandhi Institute	Educator (Secondary)	18	-
		Lecturer	55	-
		Tabla Accompanist	5	-
		Assistant Instructor	20	-
14	Mauritius Research and Innovation Council	Safety and Health Officer	1	At least 8 hours
15	The Municipal City Council of Port Louis	Keykeeper	2	Less than 40 hours
		Seamstress	1	Less than 40 hours
		Dressing making	1	Less than 40 hours
16	Municipal Council of Vacoas-Phoenix	Gymnasium Instructor	6	25
17	Municipal Council of Beau Bassin-Rose Hill	Aerobic Instructor	-	1.5 - 2hrs per Session
		Yoga Instructor	-	1.5 - 2hrs per Session
		Tai Chi Instructor	-	1.5 - 2hrs per Session
		Zumba Instructor	-	1.5 - 2hrs per Session
		Kickboxing Instructor	-	1.5 - 2hrs per Session
		Boxing Instructor	-	1.5 - 2hrs per Session
		Football Instructor	-	1.5 - 2hrs per Session
		Badminton Instructor	-	1.5 - 2hrs per Session
		Library Attendant	-	4
18	District Council of Savanne	Village Hall and TV Attendant	14	28

<b>SN</b>	<b>Organisation</b>	<b>Grade</b>	<b>Establishment Size</b>	<b>No of hours/days at work (Weekly)</b>
		Sewing Teacher	4	20
19	District Council of Grand Port	Village Hall and TV Attendant	28	28
		Hindi Teacher	1	28
		Sewing Teacher	13	28
		Village Hall Attendant (Personal)	2	28
20	Municipal Council of Quatre Bornes	Gymnasium Instructor	2	27

**Table 2: Grades which could be filled on a Part-Time Basis as proposed  
by Chief Executives**

<b>SN</b>	<b>Organisation</b>	<b>Grade</b>
1.	Mauritius Institute of Health	Training Manager Word Processing Operator Management Support Officer Research Assistant Research Officer Programme Coordinator (Nursing Paramedical) General Worker Office Attendant
2.	Open University of Mauritius	Handy Worker Tradesman
3.	Mauritius Institute of Education	Lecturer
4.	University of Technology, Mauritius	Library Attendant Driver/ Office Attendant Computer Support Officer Technician/ Senior Technician Library Clerk Handy Worker Plumber
5.	Mahatma Gandhi Institute	Performing Artiste
6.	Municipal Council of Vacoas Phoenix	Municipal Attorney
7.	Municipal Council of Beau Bassin - Rose Hill	Social/Municipal Hall Attendant Wedding Attendant

\*\*\*\*\*