

17. DEPUTY PRIME MINISTER'S OFFICE, MINISTRY OF HOUSING AND LAND USE PLANNING

- 17.1 The Ministry of Housing and Land Use Planning has the important role of satisfying the housing and land needs of the citizens and economic operators in Mauritius. Its main function is to provide a solid basis for the long-term physical development of the nation. A new national development strategy has been put in place so as to direct development in a manner which will integrate economic competitiveness with environmental sustainability and social equity. The Ministry also provides the special context for a coordinated approach to a physical infrastructure planning and programming which supports national development objectives; and integrates land use planning with the forthcoming new transport choice.
- 17.2 To facilitate the delivery of its services, the activities of the Ministry are structured under three main Divisions, namely the Housing Division, the Planning Division and the Survey Division. Issues relating to their respective structure as well as those discussed with Management and Unions during the consultative meetings are dealt with under each division. However, some common requests pertaining to grades in all the three divisions were upgrading of salary which would be looked into by the Bureau after examining the Job Description Questionnaires; and requests related to Travelling and Car Benefits and Continuous Professional Development would be dealt with in accordance with the general policy evolved following a careful study.

Housing Division

- 17.3 The Housing Division is responsible for the formulation of strategies and policies in the social housing sector and implementation of Government Social Housing Programmes. Its activities, among others, are the: provision of housing units; assistance to owners of ex-CHA housing unit who are facing difficulties in acquiring their plot of land; rehabilitation of existing utilities infrastructures on NHDC housing estates; and Government grant for casting of roof slabs and purchase of building materials.
- 17.4 The Division is staffed by officers of the Housing Development Officer Cadre who are responsible for the technical aspects of the work devolving on the Unit and they are assisted by officers in supporting grades.
- 17.5 In the context of this Report, Unions canvassed on several representations which were discussed thoroughly during consultative meetings. For requests that needed to be considered by the Bureau, a study was carried out prior to taking a decision, which Unions were apprised of. Such requests included restructuring of the Housing Division with reinforcement at sub professional and supervisory levels with the creation of the grades of Assistant Housing Development Officer and Senior Housing Development Officer, and reviewing downwards the number of years of service that Housing Development Officers should reckon to be eligible for appointment to the grade of Principal Housing Development Officer.

- 17.6 The above issues were also discussed with Management. However, the Bureau has noted that the duties proposed for the grade of Assistant Housing Development Officer overlap considerably with those of the existing grade of Assistant Housing Officer. As regards the request for the creation of the grade of Senior Housing Development Officer, same could not be acceded to in the absence of functional justifications.
- 17.7 Since Management did not make any submission specific to the Housing Division and after examination of the proposals made by Union, the Bureau considers that the present structure is adequate for the Division to deliver on its mandate.

Planning Division

- 17.8 The Planning Division is responsible for land use planning including policy formulation with respect to land development. Its main objective is to ensure that development in the country takes place in a well-planned and sustainable manner and that judicious use is made of our scarce resources. The main functions of the Division include: the preparation and review of the National Development Strategy and the Planning Policy Guidance as and when required; the issue of planning clearances for main developments on State Land; and the provision of planning advice and views to relevant stakeholders.
- 17.9 This Division is manned by officers belonging to grades in the Town and Country Planning Officer, Development Control Officer and Technical Design Officer Cadres.
- 17.10 Proposals were made for the restyling of the grades of Chief Town and Country Planning Officer and Deputy Chief Town and Country Planning Officer to Director and Deputy Director respectively; and for the creation of a grade of Assistant Director, Planning. In the light of the comparisons made with grades at the same salary level, duties and responsibilities, it would not be appropriate to restyle the grades. Moreover, creation of the grade of Assistant Director, Planning is not warranted as the proposal is linked to an increase in workload. In the circumstances, reviewing the establishment size of the existing grades may provide the necessary impetus for the smooth running of the Division. As far as appointment to the grade of Senior Development Control Officer (SDCO) is concerned, the required years of service by DCOs for promotion to SDCO was found to be reasonable. Whereas for merging of the grades of DCO and SDCO, same could not be entertained as the overlapping of duties between these two grades is quite superficial and the SDCO is called upon to supervise the work of the DCO.
- 17.11 Our findings that the organisation structure is fit for purpose coupled with Management's stand, are the pillars on which our decision of not bringing any major change rests.

Survey Division

- 17.12 The Survey Division provides information on available state lands that may be leased for residential, industrial, commercial, socio-religious, agricultural or other purposes and in case of non-availability of state lands. The Division also helps to identify and

acquire privately owned lands for proposed development projects. Since 2011, the Survey Division through the dedicated Cadastre Unit, is also responsible for the maintenance, updating and enhancement of the Digital Cadastral Database.

- 17.13 Currently, the Survey Division comprises the Cartography Section and a Hydrographic Unit, and support is provided by the Surveyor, Survey Technician and Cartographer Cadres.
- 17.14 Several representations pertaining to the Survey Division were made by Unions in the context of this Report. Some of the proposals concerned implementation, hence the Unions were informed that same should be addressed by Management. Regarding the request for Survey Technician (ST) to be eligible for enlistment as Trainee Surveyor, the fact that STs are already eligible for appointment to the grade of Surveyor provided they possess qualification of the Land Surveyor's Commission, it would not be in order for STs to join at a lower level. Moreover, request for the creation of the grade of Chief Survey Technician could not be acceded to as there is no functional justification in support to the request. Further, the Bureau considers that the present structure of the ST Cadre is appropriate for the smooth delivery of service. It was also submitted that the entry requirement for the grade of Cartographer/Senior Cartographer be upgraded from HSC to Diploma level. However, after re-assessment of the freshly written Job Descriptions for the grade, the Bureau found it more appropriate to maintain the present qualifications requirement.
- 17.15 For the Hydrography Unit, requests were made for the creation of an array of grades. Based on the fact that the duties are being performed by officers in the Surveyor Cadre against payment of an allowance and after consultation with Management, it was found that the proposed grades specific to the Hydrography Unit are not warranted at this stage.
- 17.16 Given that the number of levels in each cadre is adequate to meet the requirements of the Survey Division, the present structure requires no change.

Allowance for Hydrographic Surveys

- 17.17 Presently, officers in the Survey Division who are required to continuously monitor and handle data sets for hydrographic surveys in difficult marine environment, are being paid an allowance of Rs 780 per day. According to Management, with the present arrangement, the work is being carried out smoothly when officers concerned are being granted the allowance. Given the continued need for the hydrographic surveys, we are, therefore, maintaining this provision while revising the quantum of the allowance.

Recommendation 1

- 17.18 We recommend that officers of the Survey Division who are required to perform duties in respect of Hydrographic Surveys should be paid an allowance of Rs 840 a day.**

Training Scheme in Land Surveying

17.19 For the obtention of the qualification of Land Surveyor's Commission, trainees are required to undergo training under the direct supervision of a Surveyor. During this period, they draw a monthly fee, which is being revised as hereunder.

Recommendation 2

17.20 We recommend that the monthly fee payable to trainees undergoing training in Land Surveying be revised to Rs 25525.

Plan Printing Operator

17.21 Presently, provision is made for incumbents in the grade of Plan Printing Operator (PPO) who possess a Certificate in Autocad in addition to the prescribed qualification of the grade, to proceed beyond their top salary by one increment provided they satisfy the set criteria. This provision was introduced as an inducement for PPOs to upgrade their qualification to better equip them to cope with technical issues. We are, in this Report, reviewing this provision.

Recommendation 3

17.22 We recommend that Plan Printing Operators should, on obtention of a Certificate in Autocad or a relevant equivalent qualification, be granted one additional increment subject to the top salary recommended for the grade.

Health Surveillance

17.23 The Bureau recommended in its last Report that necessary arrangements be made for Plan Printing Operators to benefit from medical/health checkup free of charge. According to these officers, they are constantly exposed to substances emanating from the printing machines which may be hazardous to health. Given the provision for Health Surveillance is still valid, we are maintaining same.

Recommendation 4

17.24 We recommend that Management should continue to arrange with the Health Authorities to enable Plan Printing Operators to undergo regular medical/health checkup free of charge.

**DEPUTY PRIME MINISTER'S OFFICE,
MINISTRY OF HOUSING AND LAND USE PLANNING**

SALARY SCHEDULE

Salary Code	Salary Scale and Grade
02 000 120	Rs 163250 Senior Chief Executive

Salary Code	Salary Scale and Grade
02 000 114	Rs 132000 Permanent Secretary
26 000 110	Rs 119500 Chief Technical Officer
24 025 058	Rs 15485 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 Driver
24 019 050	Rs 13975 x 250 - 15225 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 23025 Stores Attendant
24 001 045	Rs 10250 x 175 - 10775 x 200 - 11775 x 205 - 12595 x 230 - 13975 x 250 - 15225 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21150 General Worker
HOUSING DIVISION	
26 100 103	Rs 88250 x 3125 - 97625 Chief Housing Development Officer
26 080 096	Rs 49250 x 1650 - 54200 x 1700 - 64400 x 1800 - 69800 x 2000 - 75800 x 2150 - 77950 Principal Housing Development Officer
26 059 088	Rs 28225 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 62700 Housing Development Officer
26 056 062	Rs 26050 x 675 - 27400 x 825 - 30700 Housing Development Cadet

Salary Code	Salary Scale and Grade
08 037 076	<p>Rs 18650 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 43500</p> <p>Assistant Housing Officer</p>
08 041 070	<p>Rs 19850 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 37450</p> <p>Executive Officer (Ex-SMEDA) (Personal)</p>
08 030 067	<p>Rs 16785 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 34825</p> <p>Clerical Officer/Higher Clerical Officer (Ex-SMEDA) (Personal)</p>
08 029 067	<p>Rs 16525 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 34825</p> <p>Housing Clerk</p>
23 037 073	<p>Rs 18650 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 37450 x 950 - 40300</p> <p>Social Facilitator</p>
24 022 052	<p>Rs 14725 x 250 - 15225 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 23950</p> <p>Housing Attendant</p>
PLANNING DIVISION	
26 102 105	<p>Rs 94500 x 3125 - 103875</p> <p>Chief Town and Country Planning Officer</p>
26 091 102	<p>Rs 68000 x 1800 - 69800 x 2000 - 75800 x 2150 - 82250 x 3000 - 88250 x 3125 - 94500</p> <p>Deputy Chief Town and Country Planning Officer</p>

Salary Code	Salary Scale and Grade
26 080 096	Rs 49250 x 1650 - 54200 x 1700 - 64400 x 1800 - 69800 x 2000 - 75800 x 2150 - 77950 Principal Town and Country Planning Officer
26 073 092	Rs 40300 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 64400 x 1800 - 69800 Senior Town and Country Planning Officer
26 063 088	Rs 31525 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 62700 Town and Country Planning Officer
26 071 090	Rs 38400 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 64400 x 1800 - 66200 Chief Technical Design Officer
26 065 084	Rs 33175 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 55900 Principal Technical Design Officer
26 060 079	Rs 29050 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 47675 Senior Technical Design Officer
26 041 073	Rs 19850 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 37450 x 950 - 40300 Technical Design Officer
26 031 033	Rs 17045 x 260 - 17565 Trainee Technical Design Officer
26 065 083	Rs 33175 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 Senior Development Control Officer

Salary Code	Salary Scale and Grade
26 047 079	<p>Rs 21850 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 47675</p> <p>Development Control Officer</p> <p style="text-align: center;">SURVEY DIVISION</p>
26 102 105	<p>Rs 94500 x 3125 - 103875</p> <p>Chief Surveyor</p>
26 091 102	<p>Rs 68000 x 1800 - 69800 x 2000 - 75800 x 2150 - 82250 x 3000 - 88250 x 3125 - 94500</p> <p>Deputy Chief Surveyor</p>
26 080 096	<p>Rs 49250 x 1650 - 54200 x 1700 - 64400 x 1800 - 69800 x 2000 - 75800 x 2150 - 77950</p> <p>Principal Surveyor</p>
26 073 092	<p>Rs 40300 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 64400 x 1800 - 69800</p> <p>Senior Surveyor</p>
26 059 088	<p>Rs 28225 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 62700</p> <p>Surveyor</p>
26 062 081	<p>Rs 30700 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 50900</p> <p>Principal Survey Technician</p>
26 055 076	<p>Rs 25525 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 43500</p> <p>Senior Survey Technician</p>

Salary Code	Salary Scale and Grade
26 032 069	Rs 17305 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 36550 Survey Technician
26 031 034	Rs 17045 x 260 - 17825 Trainee Surveyor
26 073 094	Rs 40300 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 64400 x 1800 - 69800 x 2000 - 73800 Chief Cartographer
26 067 087	Rs 34825 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 61000 Principal Cartographer
26 043 081	Rs 20500 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 50900 Cartographer/Senior Cartographer
26 031 033	Rs 17045 x 260 - 17565 Trainee Cartographer
26 026 068	Rs 15745 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 35650 Plans and Records Officer (Personal)
08 058 088	Rs 27400 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 62700 Secretary, Morcellement Board

Salary Code	Salary Scale and Grade
16 028 070	<p>Rs 16265 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 29875 QB 30700 x 825 - 35650 x 900 - 37450</p> <p>Print Finishing/Book Binding Operator (Roster) <i>formerly Machine Minder/Senior Machine Minder (Bindery) (Roster)</i></p>
16 026 065	<p>Rs 15745 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 33175</p> <p>Plan Printing Operator</p>
24 040 065	<p>Rs 19525 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 33175</p> <p>Head, Survey Field Worker</p>
24 021 058	<p>Rs 14475 x 250 - 15225 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400</p> <p>Survey Field Worker/Senior Survey Field Worker</p>
08 060 089	<p style="text-align: center;">NATIONAL PLANNING AND DEVELOPMENT COMMISSION</p> <p>Rs 29050 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 64400</p> <p>Secretary, National Planning and Development Commission</p>

