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**PROBATION AND AFTERCARE SERVICE**

- 16.5.35 The Probation and After Care Service operates under the *aegis* of the Prime Minister's Office (Reform Institutions and Rehabilitation). It provides services to the Judiciary, Office of the Director of Public Prosecutions as well as to other agencies such as the National Adoption Council, among others. Its main objectives are, *inter alia*, assisting the Courts in planning sentences for offenders; rehabilitating offenders in the community; aiming at the reduction of crime and protection of the public; assisting families in conflict and safeguarding the welfare of children; and educating people on social problems through the preventive work programme.
- 16.5.36 Its main services include: carrying out independent enquiries in civil and criminal matters referred by courts and other institutions; supervising and rehabilitating offenders in the community; providing a range of alternatives to custodial sentence so that as many offenders as possible, in accordance with public safety, can be maintained in the community under supervision; providing residential treatment to minors on probation or subjected to a committal order and whose home conditions are un conducive to proper rehabilitation; working with offenders before and after their release from institutions with the aim of assisting in their rehabilitation; providing a through care service to residents of the Rehabilitation Youth Centre, the Probation Hostel for boys and the Probation Home for girls; among others.
- 16.5.37 The direct responsibility of the Probation and Aftercare Service, together with its planning and development to meet the needs of the society, rests with the Commissioner. He is supported in his tasks by the Deputy Commissioner and officers in the grades of Assistant Commissioner, Principal Probation Officer, Senior Probation Officer and Probation Officer.
- 16.5.38 In the context of this review exercise, the Bureau had consultative meetings with both the Union and Management to discuss their proposals for the Probation Officer Cadre. The Union's main representations pertained, *inter alia*, to upgrade the qualifications' requirement for the grade of Probation Officer; waive certain provision which no longer serve its purpose such as payment of an allowance for the Hot Line Service; payment of a risk allowance; review the number of excess hours required to put in for eligibility to compensation for time off/allowance; improve certain existing conditions of service; and upgrade the salary scale of the different levels in the hierarchy.
- 16.5.39 Management, on the other hand, requested for the payment of an allowance to Probation Officers who do not perform more than 15 extra hours a month.
- 16.5.40 Both parties were informed during meetings that any upgrading in salary is considered following re-assessment of the grade; general conditions of service would be dealt with holistically after analysing submissions from all stakeholders; and upgrading in qualifications is warranted in areas where the complexity/nature of duties have undergone major changes. Due explanations were also provided for all requests which could not be entertained.

16.5.41 The existing structure of the Probation and Aftercare Service is presently apt to deliver on its mandate. We are, therefore, bringing no changes thereto.

#### **Probation Officer**

16.5.42 In our last Report, provision was made to compensate those Probation Officers who hold a Degree in the relevant field to move incrementally in the Master Salary Scale after drawing their top salary for a year. This arrangement is still effective.

#### **Recommendation 14**

**16.5.43 We recommend that incumbents in the grade of Probation Officer possessing a Degree in Social Work or an equivalent qualification should be allowed to move incrementally in the Master Salary Scale up to salary point Rs 46100 provided they satisfy the performance criteria as set out in the Introductory Chapter of this Volume.**

16.5.44 The Qualification Bar which is inserted in the salary scale of the grade of Probation Officer, is still being maintained. **Incumbent should possess a Diploma in Social Work or an equivalent qualification to proceed incrementally beyond the QB in the salary scale recommended for the grade.**

#### **Black Jacket Allowance**

16.5.45 Officers of the Probation Cadre are currently paid an annual Black Jacket Allowance of Rs 2890 as they are required to work in a Court environment and where, by nature of their duties, the wearing of a black jacket and a tie is a necessity. We are, in this Report, revising the quantum of the allowance.

#### **Recommendation 15**

**16.5.46 We recommend that the annual Black Jacket Allowance paid to officers of the Probation Cadre who are required, by nature of their duties, to appear in Court in a black jacket with tie be revised to Rs 3035.**

#### **Allowance (Hot Line Service)**

16.5.47 The Probation and Aftercare Service was previously operating a 24-hour Hot Line Service to provide counselling and advice to the public on matters related to the prevention of suicide. Incumbents in the grades of Principal Probation Officer, Senior Probation Officer and Probation Officer attending to the Hot Line Service were being paid an all-inclusive allowance (excluding travelling).

16.5.48 However, in the context of this review exercise, both the Union and Management informed that the Hot Line Service is no longer operational and payment of the all-inclusive allowance (excluding travelling) for same should lapse. **We recommend accordingly.**

**Risk Allowance**

16.5.49 Provision was made in our last Report for a Risk Assessment Exercise in view of determining the degree of risk faced by the Probation Officers. For this review, the staff side has, once again, requested for the payment of a risk allowance given that they are called upon to regularly deal directly with violent offenders. Upon seeking its views, Management informed that the recommendation for a Risk Assessment Exercise has not been implemented. However, Management representatives were agreeable to the fact that Probation Officers do face a certain level of risk in the performance of their duties. After examining the issue, we are making an appropriate recommendation.

**Recommendation 16**

**16.5.50 We recommend that a Risk Assessment Exercise be carried out by the Departmental Safety and Health Committee of the Ministry in line with provisions made in Chapter Risk, Insurance and Compensation in Volume 1 of this Report.**

**Time Off Facilities**

16.5.51 Provisions exist for the grant of equivalent time off or compensation, whichever applicable, to officers of the Probation Officer Cadre who regularly put in extra hours. This arrangement should continue.

**Recommendation 17**

**16.5.52 We recommend that arrangements should continue to be made for officers of the Probation Officer Cadre who are required, on a regular basis, to put in additional hours of work to cope with the demands of their job to be granted, on application, equivalent time off for the extra hours put in. However, where the officers cannot be granted time off within a period of four months, they should be compensated at the normal hourly rate, subject to their having put in a minimum of 15 extra hours in a month.**

**PROBATION AND AFTERCARE SERVICE****SALARY SCHEDULE**

Salary Code	Salary Scale and Grade
23 097 103	<b>Rs 80100 x 2150 - 82250 x 3000 - 88250 x 3125 - 97625</b> Commissioner of Probation and After Care

Salary Code	Salary Scale and Grade
23 080 096	<b>Rs 49250 x 1650 - 54200 x 1700 - 64400 x 1800 - 69800 x 2000 - 75800 x 2150 - 77950</b> Deputy Commissioner of Probation and After Care
23 073 092	<b>Rs 40300 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 64400 x 1800 - 69800</b> Assistant Commissioner of Probation and After Care
19 063 088	<b>Rs 31525 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 62700</b> Psychologist (Clinical and Social)
23 061 082	<b>Rs 29875 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 52550</b> Principal Probation Officer
23 055 079	<b>Rs 25525 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 47675</b> Senior Probation Officer
23 039 077	<b>Rs 19225 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 QB 43500 x 1300 - 44800</b> Probation Officer
24 001 045	<b>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</b> General Worker

