

46. MAURITIUS MEAT AUTHORITY

- 46.1 The Mauritius Meat Authority (MMA) is a body corporate established under the provision of the Meat Act of 1974. Its main functions are, among others, to: provide slaughtering services and ensure regular supply of fresh meat on the market; establish and manage abattoirs; purchase and import livestock; market meat, meat products and by-products of the slaughtering process; and control and regulate the sale of meat and meat products.
- 46.2 Its activities are organised under five main Divisions namely Administration, Finance, Procurement, Human Resource and Production. As provided in its Act, the day-to-day management and control of the Authority is vested in the General Manager. He is supported in his task by a complement of staff in the professional, technical and other occupational categories.
- 46.3 For this review, the main proposals from Management and the two Unions were geared towards the creation of additional levels, both on a full time and part-time basis; filling of vacant posts; working hours of employees involved in slaughtering; and enhanced conditions of service. Representation was also made to restyle the grade of Higher Executive Officer to Office Management Assistant.
- 46.4 Both Unions also requested that employees involved in slaughtering who start work at 0200 hours be allowed to leave the work premises after completing their tasks. They had raised their qualms on the fact that with previous Management, they did not stay at the place of work for eight hours but were allowed to go home as soon as they completed the slaughtering. However, as per present arrangement, on completion of the slaughtering duties, they are required to stay in the premises though they have no other duties to perform. They also contended that there is often a delay in the grant of protective items and at times the required quantity is not granted. The Unions were informed that the views of Management would be solicited on these pertinent issues.
- 46.5 During consultations, parties were apprised that grades are normally created on the basis of functional needs. Appropriate explanation was provided for requests that could not be acceded to. To ensure the smooth functioning of the Authority, Management was advised to fill in vacant posts. As regards working hours of employees involved in slaughtering, Management agreed that the onus rests with the Responsible Officer taking into consideration the operational needs of the Authority. The Bureau was informed that the employees posted in the Central Abattoir put in around 20 hours per week, on average, instead of 40 hours. Management justified its position by stating the fact that from Monday to Wednesday, employees in the grade of Slaughterman/Senior Slaughterman work three hours daily while from Thursday to Saturday, they work for about four hours daily. It was viewed that Management should consider the introduction of a task work system for employees involved in slaughtering. On the issue of protective item/equipment, Management averred that the recommended quantity is being issued within time. Additionally, workers who are

involved in slaughtering are provided with a silver glove to protect them from the risk of injury from the slaughtering knives. Appropriate clarifications were also sought from Management on the specific conditions of service.

- 46.6 Management has additionally requested for the creation of the grade of Abattoir Clerk and a proposed scheme of service was submitted to the Bureau. Upon scrutiny of the proposed scheme of service, it was observed that the proposed duties were similar to that of the existing grade of Assistant Head Butcher. Hence, Management was advised to increase the number of post of the existing grade of Assistant Head Butcher as it would not be wise to create another grade with a different appellation to perform the existing set of duties.
- 46.7 The Bureau has examined each submission. With a view to enabling the Authority to discharge its mandate in a more efficient and effective manner, we are providing for additional levels to cater for its technical and operational functions.

ICT Technician (New Grade)

- 46.8 Management has submitted that the Authority is in the process of computerising its Finance, Human Resource and Procurement departments. In view of the growing use of information technology (IT), Management has, therefore, requested for a grade to ensure the proper functioning of its current IT system. The Bureau considers the request to be justified and is recommending accordingly.

Recommendation 1

- 46.9 **We recommend the creation of a grade of ICT Technician. Appointment thereto should be made by selection from among candidates possessing a Diploma in Information and Communication Technology or an equivalent qualification acceptable to the Authority.**
- 46.10 Incumbent would be required, among others, to: implement, support and maintain the IT system at the MMA; develop small computer programmes for end-users; implement security measures to safeguard IT systems from threats; ensure compliance with ICT standards, guidelines and methodologies; and be responsible for the updating and maintenance of the website of the Authority.

Plumber and Pipe Fitter (New Grade)

- 46.11 As per existing arrangement, all issues related to water leakages are being dealt with by an employee in the grade of General Purpose Handy Worker/Tradesman's Assistant. As the number of interventions in plumbing local networks has increased considerably, Management has submitted that there is need for a dedicated grade to resolve all issues pertaining to plumbing and pipe fitting. The Bureau is agreeable to the proposal and is recommending accordingly.

Recommendation 2

- 46.12 **We recommend the creation of a grade of Plumber and Pipe Fitter. Appointment thereto should be made by selection from among serving employees of MMA**

possessing the Certificate of Primary Education and National Trade Certificate (Level 3) in Plumbing and Pipe Fitting and reckoning at least two years' experience in the trade.

- 46.13 Incumbent would be required, among others, to: carry out necessary measurements and calculations of the trade in accordance with technical specifications; check all water tanks' floats and piping for leakage; check all the soil pipes in shafts for leakage and repairs; ensure that water tanks are full and water is always available in taps; connect water system from meter to buildings and execute necessary reductions and branches; and prepare estimates in regard to types and quantities of materials required for specific work related to plumbing and pipe fitting.

Human Resource Officer/Senior Human Resource Officer

- 46.14 Human Resource Officer/Senior Human Resource Officers possessing the relevant Diploma are allowed to move incrementally beyond their top salary subject to meeting certain criteria. **Recommendation thereto related has been made in the Introductory Chapter of this Volume.**

Allowance to General Worker

- 46.15 At present, a monthly allowance of Rs 1000 is being paid to General Workers who are posted at the Abattoir to perform specific tasks such as sorting of animals; cleaning of bleeding areas, slaughter halls, weighing rooms, cold rooms; collection and disposal of Abattoir wastes; and assisting the Laundry Workers as and when required. We are maintaining this provision and revising the quantum of allowance.

Recommendation 3

- 46.16 We recommend that General Workers posted at the Abattoir be paid a revised monthly allowance of Rs 1050 for performing the above-mentioned specific tasks.**

Transport Management

- 46.17 Currently, a monthly allowance of Rs 625 is payable to each Assistant Head Butcher for the management of transport in the respective sections of the Abattoir. The present arrangement is being maintained.

Recommendation 4

- 46.18 We recommend that Assistant Head Butchers who are required to manage the transport fleet of the Authority, over and above their normal duties, should each be paid a revised allowance of Rs 660 monthly.**

Specific Conditions of Service

Breakfast

- 46.19 As per existing arrangement, employees who start work before 0600 hours on peak days are provided with breakfast. **In view of the specificity of the Authority, the Bureau considers that this arrangement should continue.**

Attendance Bonus

46.20 To ensure the timely supply of meat in good hygienic conditions, officers in the following grades are required to start work prior to 0600 hours against payment of an attendance bonus of Rs 65 per hour:

Head Butcher (Goat, Pork, Cattle/Sheep)

Assistant Head Butcher

Slaughterman/Senior Slaughterman

Meat Loader/Lorry Helper

General Purpose Handy Worker/Tradesman's Assistant

Motor Mechanic Grade I

Electro-Mechanic

Boiler Operator

Driver

46.21 We are in this Report, while maintaining this provision, revising the quantum.

Recommendation 5

46.22 We recommend that the attendance bonus payable to officers in the above-mentioned grades be revised to Rs 70 per hour.

Hours of Work

46.23 The existing provision requiring Management to adopt variable patterns of work and modes of appointment is being maintained and replicated.

Recommendation 6

46.24 We recommend that the MMA continues to apply the alternative modes of employment as specified in Chapter Employment on Contract and Alternative Modes of Employment in Volume 1 of this Report.

Health Surveillance

46.25 Staff of the MMA, by the nature of their work, are regularly exposed to or are liable to contracting diseases which are hazardous to their health. As per present provision, Management of MMA, with the assistance of relevant authorities, should ensure that an annual health risk assessment is carried out to identify situations where employees are exposed to noxious substances or adverse working conditions which may impair their health. The Bureau views that it is the responsibility of every employer to provide a safe place of work and this provision should be maintained. **Management should, therefore, consider setting up a Health Surveillance Programme for these employees.**

Meat Loader/Lorry Helper

46.26 Specific provisions have been made for employees in the grade of Meat Loader/Lorry Helpers as follows:

- (i) Management should consider the advisability of redeploying those Meat Loader/Lorry Helpers, who are above 55 years and whose duties require physical fitness, in other sections where less physical effort is required; and
- (ii) Meat Loader/Lorry Helpers should be allowed to retire after completing 25 years' of pensionable service. However, retirement benefits for these employees should be governed by provisions as specified under the Chapter Retirement and Retirement Benefits – Pension Scheme for the Public Sector in Volume 1 of this Report.

46.27 As the above provisions are fit for purpose, we recommend that same be maintained.

Part-Time Employment

46.28 It has been submitted that with the increasing number of slaughtering activities carried out on Thursdays, Fridays and Saturdays, the Central Abattoir should be manned by an adequate number of employees to ensure that its activities are carried out efficiently and effectively. Management has, therefore, proposed the creation of the grades of Meat Loader/Lorry Helper, Slaughterman/Senior Slaughterman and Driver who would serve the Authority on a part-time basis as their services would be required for three days a week.

46.29 During consultation, Management was apprised of the Bureau's philosophy on Part-Time Employment and it was agreed that the MMA may consider the advisability of enlisting the services of part-time employees. In the recruitment of such employees, the MMA should stand guided by the provisions made in Chapter Part-Time Employment in Volume 1 of this Report.

Abolition of grades

46.30 Management has submitted that the following grades are currently vacant and would no longer be required:

- Head of Illegal Slaughter Squad
- Executive Officer (Personal to officers in post as at 31.12.15)
- Cashier (Personal)
- Word Processing Operator
- Slaughterman (Personal)
- Plant Operator
- Senior Stockman (Personal)

Recommendation 7

46.31 We recommend that the above-mentioned grades be abolished.

46. MAURITIUS MEAT AUTHORITY

SALARY SCHEDULE

MA 1	:	Rs 21150 Safety and Health Officer (Part-time)
MA 2	:	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
MA 3	:	Rs 13745 x 230 - 13975 x 250 - 15225 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21475 Laundry Worker
MA 4	:	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
MA 5	:	Rs 14475 x 250 - 15225 x 260 - 17825 x 275 - 18925 x 300 - 19525 x 325 - 21475 x 375 - 22225 x 400 - 23425 Surveillant <i>formerly Security Guard</i>
MA 6	:	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 Gardener General Purpose Handy Worker/Tradesman's Assistant Meat Loader/Lorry Helper Office Attendant Stockman (Personal)
MA 7	:	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
MA 8	:	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 - 28225 Boiler Operator Electro-Mechanic Motor Mechanic Grade I Plumber and Pipe Fitter (New Grade)

46. MAURITIUS MEAT AUTHORITY (Contd)

- MA 9 : 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 - 28225**
Senior/Head Office Attendant
- MA 10 : Rs 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 x 825 - 29875**
Receptionist
- MA 11 : 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 x 825 - 29875**
Slaughterman/Senior Slaughterman
- MA 12 : Rs 17565 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**
Driver (Meat Van)
- MA 13 : 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**
Assistant Head Butcher
- MA 14 : 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**
Clerical Officer/Higher Clerical Officer
- MA 15 : Rs 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**
Management Support Officer
- MA 16 : Rs 19850 x 325 - 21475 x 375 - 22225 x 400 - 23425 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 37450**
Assistant Financial Operations Officer
formerly Assistant Financial Officer
Assistant Procurement and Supply Officer
- MA 17 : 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 - 39350**
Head Butcher (Goat, Pork, Cattle/Sheep)
- MA 18 : Rs 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**
Confidential Secretary

46. MAURITIUS MEAT AUTHORITY (Contd)

- MA 19 : Rs 24475 x 525 - 26050 x 675 - 27400 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 43500**
Financial Operations Officer
formerly Financial Officer
Higher Executive Officer
Procurement and Supply Officer
- MA 20 : 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**
Human Resource Officer/Senior Human Resource Officer
- MA 21 : 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**
Abattoir Supervisor
ICT Technician (New Grade)
- MA 22 : Rs 30700 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250**
Senior Financial Operations Officer
formerly Senior Financial Officer
- MA 23 : Rs 33175 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 62700**
Engineer
- MA 24 : Rs 30700 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 - 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 64400 x 1800 - 69800**
Accountant/Senior Accountant
formerly Accountant
Administrative Secretary
- MA 25 : Rs 119500**
General Manager



