

18.8 EXTERNAL COMMUNICATIONS – DEPARTMENT OF CIVIL AVIATION

- 18.8.1 The Department of Civil Aviation (DCA) operates under the *aegis* of the Prime Minister's Office (External Communications Division) and plays a leading role in the development of the aviation industry in Mauritius through the safety and security regulations of the Mauritian Civil Aviation and by providing Air Navigation Services in the Mauritius airspace in compliance with Standards and Recommended Practices of the International Civil Aviation Organisation (ICAO). It is also the regulatory body on matters pertaining to civil aviation.
- 18.8.2 At the helm of the Department, there is a Director of Civil Aviation who is assisted by two Deputy Directors of Civil Aviation and supported by officers in the professional/technical grades as well as staff of General Services and employees in the Workmen's Group.
- 18.8.3 Some common representations emanated from both Management and Unions are, *inter alia*, review of salary scales; creation of trainee positions; and amendment of schemes of service. Additionally, the staff side requested for restyling and merging of some grades; payment of specific allowances and Night Attendance Bonus; introduction of handing over period; refund of unutilised casual and vacation leave; provision of appropriate trainings; and increase in the quantum of existing allowances. Management also advocated for a restructuring of the DCA; and payment of a Retention Bonus to all grades in the Department.
- 18.8.4 On the other hand, representatives of the Prime Minister's Office requested the Bureau to stay action on the restructuring of the DCA in view of the forthcoming Civil Aviation Bill and submitted a few requests comprising the introduction of a Special Civil Aviation Allowance; refund of casual and vacation leave; and the grant of 15 minutes for handing over process. During consultations, appropriate explanations were provided to members on those requests which cannot be acceded to.
- 18.8.5 Against this backdrop, the Bureau is bringing no change to the existing structure.

Special Provision for Aviation Security/Facilitation Inspector**Recommendation 1**

- 18.8.6 **We recommend that officers in the grade of Aviation Security/Facilitation Inspector possessing a Degree in Air Transport Management or Airport Management or Civil Aviation Management or Airport Engineering or Logistic and Transport Management should be allowed to move incrementally in the Master Salary Scale up to salary point Rs 80000 provided they satisfy the performance criteria as set out in the Chapter on Observations and General Provisions of this Volume.**

Aviation Security/Facilitation Officer/Senior Aviation Security/Facilitation Officer

- 18.8.7 Presently, Aviation Security/Facilitation Officer/Senior Aviation Security/Facilitation Officers who possess the Diploma in Logistics and Transport are allowed to move beyond the Qualification Bar (QB) inserted in the salary scale of the grade. This provision should continue to prevail.

Recommendation 2

- 18.8.8 **We recommend that incumbents in the grade of Aviation Security/Facilitation Officer/Senior Aviation Security/Facilitation Officer who possess the Diploma in Logistics and Transport, should be allowed to move incrementally beyond the QB in the salary scale of the grade.**
- 18.8.9 **We further recommend that Aviation Security/Facilitation Officer/Senior Aviation Security/Facilitation Officers in post as at 31 December 2015 who have obtained their Diploma in Management or Information Technology or Legal Studies prior to 01 January 2019 and were eligible as per the 2016 PRB Report, should also be allowed to move incrementally beyond the QB in the salary scale of the grade.**

Air Traffic Control Officer

- 18.8.10 Specific provisions exist for the grant of one increment to the Air Traffic Control Officers on obtention of appropriate ratings and endorsement for two additional Air Traffic Control operating positions and thereafter they are allowed to move incrementally in the Master Salary Scale on completion and endorsement of all air traffic control courses.
- 18.8.11 Request was made by Management to review the existing provisions given that officers are required to change operating positions in order to maintain their ratings, which is not in order from a security perspective. Furthermore, same proposal was made for the last review exercise. However, given the importance of aviation security, same was not waived.
- 18.8.12 We have examined the request anew and consider that the existing provisions should be maintained.

Recommendation 3

- 18.8.13 **We recommend that until the publication of the next Report:**
- (i) Air Traffic Control Officers should continue to be granted one increment on completion of each of the two courses and obtention of the corresponding ratings and endorsement for the two additional Air Traffic Control operating positions; and**
 - (ii) thereafter, Air Traffic Control Officers who have completed all the three air traffic control courses and have been rated and endorsed at all the three Air Traffic Control Officers operating positions**

should, after having drawn their top salary for at least 12 months, be allowed to proceed incrementally in the Master Salary Scale up to salary point Rs 66050.

Requirement of Medical Fitness

- 18.8.14 Air Traffic Control Officers are required, in accordance with ICAO regulations, to undergo medical examinations every two years as medical fitness is a pre-requisite for an effective management of air traffic. Presently, provision exists for the Director of Civil Aviation to consider the advisability of assigning other duties to officers in the grades of Air Traffic Control Officer and Air Traffic Control Supervisor who are found medically unfit. This arrangement should continue to be applicable.

Recommendation 4

- 18.8.15 **We recommend that the Director of Civil Aviation should consider the advisability of assigning other duties to the Air Traffic Control Officer and Air Traffic Control Supervisor, in case they fail the medical fitness required to work at the different controls.**

COMMUNICATION, NAVIGATION AND SURVEILLANCE DIVISION (CNS)

- 18.8.16 The Communication, Navigation and Surveillance (CNS) Division of the DCA is responsible for the installation, maintenance, calibration and repairs of electronic equipment in order to ensure safe navigation of aircrafts within the Mauritian airspace.
- 18.8.17 Staffing structure of the Division comprises the Divisional Head at the apex, and professionals of the Engineer (Communication, Navigation and Surveillance) Cadre and Engineer (Airworthiness – Airframe and Power Plant) Cadre as well as officers of the Technician (CNS) and Aviation Telephonist Cadres.
- 18.8.18 Representations from the staff side related, among others, to payment of a few allowances and reviewing the quantum of some others; and upgrading of the salary of grades of the CNS Section. Moreover, during the consultative meeting, parties were apprised of the outcome of some of their proposals.
- 18.8.19 Regarding the structure of the Division, we consider same appropriate. We are additionally maintaining payment of existing allowances.

Special Professional Retention Allowance

- 18.8.20 Provision had previously been made for officers of the Communication, Navigation and Surveillance Engineering Cadre to benefit from the Special Professional Retention Allowance (SPRA) up to 31 December 2016. In continuation of this measure, the last PRB Report introduced a provision exempting officers who retire or leave the service before their compulsory

retirement age from refunding the SPRA. **This provision remains in force, as reaffirmed by the recommendation set out in the Chapter on Observations and General Provisions of this Volume.**

Training Scheme for Graduates in Engineering

- 18.8.21 Presently, graduates in Engineering undergoing training are paid a monthly allowance and are refunded mileage for official travelling for using their cars in the course of their duties, whilst officers performing official travelling by bus are refunded bus fares in *toto*.
- 18.8.22 We are maintaining the present arrangement and revising the quantum of the allowance and rate of travelling.

Recommendation 5

- 18.8.23 **We recommend that the monthly allowance payable to graduates in Engineering under the training scheme be revised to Rs 35840.**
- 18.8.24 **We further recommend that graduates in Engineering under the training scheme, who use their cars in the performance of their duties, should be refunded mileage for official travelling at the rate of Rs 9.05 per km. Those incumbents who perform official travelling by bus should continue to be refunded bus fares in *toto*.**

Allowance to Trainee Technicians (Communication, Navigation and Surveillance)

- 18.8.25 Trainee Technicians (Communication, Navigation and Surveillance) who are required to work on a shift basis for part of the year are presently paid a monthly allowance of Rs 655. We are revising the quantum of the allowance.

Recommendation 6

- 18.8.26 **We recommend that Trainee Technicians (Communication, Navigation and Surveillance) who are required to work on a shift system for part of the year should be paid an allowance of Rs 720 per month.**

Hardship Allowance

- 18.8.27 Officers proceeding on mission to Agalega and St Brandon for routine maintenance and fault/repair works to repeater stations, are currently paid a Hardship Allowance per trip. We are maintaining payment of the allowance while revising the quantum payable to each grade.

Recommendation 7

- 18.8.28** We recommend that a Hardship Allowance should be paid to officers of the Department of Civil Aviation who proceed on official mission to Agalega and St Brandon for routine maintenance and fault/repair work to repeater stations, for each two-way trip undertaken, as per the table below:

Grade	Quantum Payable (Rs)
Maintenance Superintendent	3465
Engineer	3465
Station Officer	2890
Maintenance Supervisor	2890
Senior Maintenance Officer	2310
Principal Technician (Electrical)	2310
Maintenance Officer	1735
Supervisor (Rigging)	1560
Foreman	1450
Electrician	1155
Rigger	1155

On-Call and In-Attendance Allowances

- 18.8.29** Officers of the CNS section are paid On-call and In-attendance Allowances for being on-call and to attend duty while being on-call respectively to cater for problems relating to communication, navigation and surveillance equipment.
- 18.8.30** Representation has been made by the staff side for a review of the quanta of the On-call and In-attendance Allowances. Management, on its side, reiterated its request for the payment of a fixed monthly allowance in lieu of On-call/In-attendance Allowances.
- 18.8.31** After examining the request, we consider that the existing provision is appropriate and should be retained. We are, however, revising the rate payable.

Recommendation 8

- 18.8.32** We recommend that officers in the CNS Section who are required to be On-Call and attend duty while being on-call should be paid On-Call and In-Attendance Allowances as per the following table:

Grade	On-Call Allowance		In-Attendance per hour (inclusive of travelling time) (Rs)
	Weekdays (from 1600 hours to 0800 hours the following day) (Rs)	Saturdays, Sundays and Public Holidays (From 0845 hours to 0845 hours the following day) (Rs)	
Divisional Head	660	990	275
Senior Engineer (CNS)	570	860	230
Engineer (CNS)	540	810	220
Maintenance Superintendent	540	810	200
Station Officer	495	745	200
Maintenance Supervisor	470	705	185
Senior Maintenance Officer	415	620	165
Principal Technician (Electrical)	415	620	165

Height Allowance

18.8.33 A Height Allowance is presently payable to officers of the Department of Civil Aviation who are called upon to climb masts, towers and poles above 20 feet for maintenance, repairs and installation of equipment. We are maintaining the payment of this allowance.

Recommendation 9

18.8.34 We recommend that a Height Allowance should be paid to officers of the Department of Civil Aviation, who are required to climb masts, towers and poles above 20 feet, as below:

- (i) at twice the normal hourly rate for each hour of work performed, whenever required to climb above 20 feet and up to 150 feet; and
- (ii) at thrice the normal hourly rate for each hour of work performed at a height of above 150 feet.

Rent Allowance

- 18.8.35 Currently, officers in the grades of Aviation Security Officer and Senior Aviation Security Officer are being paid Rent Allowance on a personal basis. We are revising the quantum of allowance.

Recommendation 10

- 18.8.36 **We recommend that a monthly Rent Allowance of Rs 770 should be paid, on a personal basis, to officers in the grades of:**
- (i) **Aviation Security Officer and Senior Aviation Security Officer in post as at the eve of the publication of the 2021 PRB Report, that is, 13 October 2021; and**
 - (ii) **Aviation Security Officer in post as at the eve of the publication of the 2021 PRB Report, that is, 13 October 2021 and who are subsequently promoted to the grade of Senior Aviation Security Officer.**

Night Duty Allowance

Recommendation 11

- 18.8.37 **We recommend that officers of the DCA should continue to be paid a Night Duty Allowance equivalent to 25% of the normal rate per hour for the hours between 2300 hours and 0500 hours, including up to a maximum of two hours lying-in period.**

Grades classified to work on Shift

- 18.8.38 Officers in the grades listed below are required to work on shift. This element has been taken into account in determining the recommended salaries.

Air Traffic Control Supervisor
Air Traffic Control Officer
Aeronautical Information Officer (Personal)
Aeronautical Information Officer
Aeronautical Information Supervisor
Aviation Security Officer
Driver
Electrician
Flight Data Officer
Gatekeeper
Maintenance Officer (Communication, Navigation and Surveillance)
Principal Technician (Electrical)
Plant Room Operator
Senior Aeronautical Information Officer
Senior Aviation Security Officer
Senior Flight Data Officer

Senior Technician (Electrical)
Sanitary Attendant
Technician (Electrical)
Technician (Communication, Navigation and Surveillance)
Aviation Telephonist

DEPARTMENT OF CIVIL AVIATION

SALARY SCHEDULE

Salary Code	Salary Scale and Grade
03 000 112	Rs 150000 Director of Civil Aviation
03 095 104	Rs 89250 x 2500 - 94250 x 2750 - 102500 x 3750 - 110000 x 4000 - 118000 Deputy Director of Civil Aviation
03 082 098	Rs 62350 x 1850 - 67900 x 1900 - 75500 x 2250 - 86750 x 2500 - 94250 x 2750 - 97000 Divisional Head Flight Operations Inspector
03 075 094	Rs 52300 x 1100 - 54500 x 1450 - 58850 x 1750 - 62350 x 1850 - 67900 x 1900 - 75500 x 2250 - 86750 Aerodrome Licensing Officer Air Traffic Services Standards Officer Chief Officer (Aviation Security/Facilitation) Chief Officer Personnel Licensing Officer
03 060 094	Rs 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 58850 x 1750 - 62350 x 1850 - 67900 x 1900 - 75500 x 2250 - 86750 Mandatory Occurrence Reporting Officer/Senior Mandatory Occurrence Reporting Officer
03 067 091	Rs 43990 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 58850 x 1750 - 62350 x 1850 - 67900 x 1900 - 75500 x 2250 - 80000 Air Traffic Control Supervisor

Salary Code	Salary Scale and Grade
03 064 083	Rs 41080 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 58850 x 1750 - 62350 x 1850 - 64200 Aeronautical Information Supervisor
03 050 082	Rs 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 58850 x 1750 - 62350 Air Traffic Control Officer
03 057 080	Rs 35280 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 58850 Senior Aeronautical Information Officer
03 049 080	Rs 31365 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 58850 Senior Flight Data Officer
03 052 078	Rs 32615 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 55950 Aeronautical Information Officer (Personal)
03 049 078	Rs 31365 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 55950 Personnel Licensing Assistant
03 041 078	Rs 28545 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 55950 Aeronautical Information Officer Flight Data Officer
03 052 081	Rs 32615 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 58850 x 1750 - 60600 Principal Aviation Security Officer

Salary Code	Salary Scale and Grade
03 046 074	Rs 30265 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000 x 1100 - 51200 Senior Aviation Security Officer
03 033 071	Rs 26045 x 300 - 26945 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 46900 x 1050 - 47950 Aviation Security Officer
03 035 040	Rs 26645 x 300 - 26945 x 320 - 28225 Trainee Air Traffic Control Officer
03 065 090	Rs 42050 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 58850 x 1750 - 62350 x 1850 - 67900 x 1900 - 75500 x 2250 - 77750 Aviation Security/Facilitation Inspector
03 038 083	Rs 27585 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000 x 1100 - 52300 QB 53400 x 1100 - 54500 x 1450 - 58850 x 1750 - 62350 x 1850 - 64200 Aviation Security/Facilitation Officer/Senior Aviation Security/Facilitation Officer
03 032 035	Rs 25745 x 300 - 26645 Trainee Aviation Security/Facilitation Officer
22 075 094	Rs 52300 x 1100 - 54500 x 1450 - 58850 x 1750 - 62350 x 1850 - 67900 x 1900 - 75500 x 2250 - 86750 Senior Engineer (Airworthiness – Air Frame and Power Plant) Senior Engineer (Communication, Navigation and Surveillance)
22 077 090	Rs 54500 x 1450 - 58850 x 1750 - 62350 x 1850 - 67900 x 1900 - 75500 x 2250 - 77750 Maintenance Superintendent

Salary Code	Salary Scale and Grade
22 067 090	Rs 43990 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 58850 x 1750 - 62350 x 1850 - 67900 x 1900 - 75500 x 2250 - 77750 Engineer (Airworthiness – Air Frame and Power Plant) Engineer (Communication, Navigation and Surveillance)
22 073 088	Rs 50100 x 1100 - 54500 x 1450 - 58850 x 1750 - 62350 x 1850 - 67900 x 1900 - 73600 Station Officer
22 070 086	Rs 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 58850 x 1750 - 62350 x 1850 - 67900 x 1900 - 69800 Maintenance Supervisor (Communication, Navigation and Surveillance)
22 066 083	Rs 43020 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 58850 x 1750 - 62350 x 1850 - 64200 Principal Technician (Electrical) Senior Maintenance Officer (Communication, Navigation and Surveillance)
22 055 081	Rs 34160 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 58850 x 1750 - 60600 Maintenance Officer (Communication, Navigation and Surveillance) Senior Technician (Electrical)
22 040 074	Rs 28225 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000 x 1100 - 51200 Technician (Communication, Navigation and Surveillance) Technician (Electrical)
22 058 061	Rs 35840 x 725 - 37290 x 925 - 38215 Trainee Engineer (Airworthiness – Air Frame/Power Plant) Trainee Engineer (Communication, Navigation and Surveillance)
22 045 069	Rs 29915 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 45930 Aviation Telephone Supervisor

Salary Code	Salary Scale and Grade
22 029 066	Rs 24845 x 300 - 26945 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 43020 Aviation Telephonist
22 029 031	Rs 24845 x 300 - 25445 Trainee Technician (Communication, Navigation and Surveillance)
25 054 072	Rs 33600 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000 Supervisor (Rigging)
25 046 069	Rs 30265 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 45930 Chief Tradesman Foreman
25 031 064	Rs 25445 x 300 - 26945 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 41080 Electrician (Shift)
25 028 061	Rs 24545 x 300 - 26945 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 38215 Cabinet Maker General Assistant Rigger
24 030 063	Rs 25145 x 300 - 26945 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 40110 Driver (on shift)
24 024 054	Rs 23345 x 300 - 26945 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 33600 Toolskeeper
24 023 052	Rs 23045 x 300 - 26945 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425 - 32615 Sanitary Attendant (on shift)

Salary Code	Salary Scale and Grade
24 022 052	Rs 22745 x 300 - 26945 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425 - 32615 Handy Worker (Special Class)
24 021 052	Rs 22445 x 300 - 26945 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425 - 32615 Stores Attendant
24 001 047	Rs 17975 x 175 - 18500 x 200 - 18900 x 225 - 20925 x 250 - 22175 x 270 - 22445 x 300 - 26945 x 320 - 28865 x 350 - 30615 General Worker

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