

## 40.1 NATIONAL DEVELOPMENT UNIT

- 40.1.1 The National Development Unit (NDU) contributes to the enhancement of the quality of life of the population through the provision of community-based infrastructure and amenities and implementation of the Land Drainage Programme. Activities of the Unit are classified under two main arms, namely Regional Development and Engineering Section.

### Regional Development

- 40.1.2 Officers of the Regional Development Officer Cadre which consists of a four-level structure, are responsible to identify the infrastructural needs of the community with the Chief Regional Development Officer at the apex.
- 40.1.3 For this review, staff side did not submit any representation. Management, on its part, requested for the creation of a grade of Deputy Chief Regional Development Officer. After examining the proposed scheme of service, we observed that creation of such a level would be superfluous, as the proposed duties overlap considerably with those of the existing grades. Moreover, the Bureau holds that the present structure of the Regional Development Officer Cadre is adequate to deliver on its mandate and same is, therefore, being maintained.
- 40.1.4 As regards the grade of Regional Development Officer, **Management is advised to review its mode of appointment as the existing one is no longer appropriate.**

### Engineering Section

- 40.1.5 The Engineering Section of the NDU oversees the design and supervision of infrastructural projects such as roads, drains and public facilities. Led by a Chief Project Manager, this Section includes engineering and other technical staff who ensure that projects are safe, well-designed and responsive to the needs of the local communities. It also collaborates closely with the Land Drainage Authority (LDA), the Drains Infrastructure Construction Ltd (DICL) and other stakeholders to implement flood mitigation measures.
- 40.1.6 Both Management and the staff side have submitted a range of proposals, related to: creation/restyling of certain grades; reviewing the mode of appointment of some existing ones; upgrading of salary; enhancing travelling and car benefits; and various types of allowances. These matters were deliberated during consultative meetings.
- 40.1.7 In line with its initiative to restructure the Engineering Unit, Management has also proposed the creation of the grades of Deputy Director (Engineering) and Director (Engineering) in order to establish a more robust leadership framework at the strategic level as well as to ensure the efficient delivery of infrastructure programmes. These grades are also intended to provide clear

lines of accountability and support succession planning within the Unit. After examination and in alignment with best practices observed for comparable grades in the Civil Service, we are making provision for the creation of the aforementioned positions along with a few others. Additionally, we are also changing certain existing job appellations to better reflect the nature and scope of duties attached thereto.

## Change in Appellation

### Recommendation 1

**40.1.8 We recommend that the grades in the Table below be restyled as hereunder:**

Grade	Restyled to
<b>Project Manager</b>	<b>Project Manager (Engineering)</b>
<b>Project Officer/Senior Project Officer</b>	<b>Project Officer/Senior Project Officer (Engineering)</b>

## Deputy Director (Engineering) (New Grade)

### Recommendation 2

**40.1.9 We recommend the creation of a grade of Deputy Director (Engineering). Appointment thereto should be made by selection from among officers in the grade of Project Manager (Engineering) *formerly Project Manager* reckoning at least two years' service in a substantive capacity in the grade.**

**40.1.10** Incumbent would, *inter alia*, be required to: coordinate and oversee the implementation of engineering projects at the NDU; provide technical guidance to the technical staff and monitor their performance in project delivery; deputise the Director (Engineering) as and when required; serve as the operational interface between the NDU and other agencies involved in project execution; and ensure that project expenditures are properly tracked and controlled against allocated budgets.

**40.1.11 We further recommend that the grade of Chief Project Manager be made evanescent.**

## Director (Engineering) (New Grade)

### Recommendation 3

**40.1.12 We recommend the creation of a grade of Director (Engineering). Appointment thereto should be made by selection from among officers in the grades of Chief Project Manager (Personal) and Deputy Director (Engineering).**

- 40.1.13 The Director (Engineering) would be responsible to the Head of the Ministry for the strategic direction, policy development, and overall management of the Engineering Section. Incumbent would, among others, also be required to: provide high-level technical expertise and strategic guidance to the Ministry on complex engineering matters and national development initiatives; and evaluate, analyse technical reports and provide executive recommendations.

#### **Project Assistant**

- 40.1.14 Currently, recruitment to the grade of Project Assistant is made by selection from among candidates possessing a Diploma in either Civil Engineering or Quantity Surveying. In the context of this review, Management has pressed for the creation of two distinct grades of Project Assistant: one in the field of Civil Engineering and the other in Quantity Surveying. We have examined the request together with its implications and are recommending in that perspective.

#### **Recommendation 4**

- 40.1.15 We recommend that the grade of Project Assistant be made evanescent.**

#### **Project Assistant (Engineering) (New Grade)**

##### **Recommendation 5**

- 40.1.16 We recommend the creation of a grade of Project Assistant (Engineering). Appointment thereto should be made by selection from among candidates possessing a Diploma in Civil Engineering or an equivalent qualification and reckoning at least two years' post-qualification experience in the field.**
- 40.1.17 Incumbent would, *inter alia*, be required to: assist in the overall implementation of the projects at the NDU; supervise all construction activities including the making of tests and taking of test cubes to ensure compliance with drawings and specifications; attend site meetings; and carry out surveys and levelling in connection with building and civil engineering works.

#### **Project Assistant (Quantity Surveying) (New Grade)**

##### **Recommendation 6**

- 40.1.18 We recommend the creation of a grade of Project Assistant (Quantity Surveying). Appointment thereto should be made by selection from among candidates possessing a Diploma in Quantity Surveying or an equivalent qualification and reckoning at least two years' post-qualification experience in the field.**
- 40.1.19 Incumbent would be required to, among others: assist in the overall implementation of the projects at the NDU; attend site meetings; assist in the preparation of drawings and detailing of reinforcement of concrete and steel

structures and plans related to survey works; and assist in taking-off quantities, preparation of bills of quantities and measurement of work on site.

### **Transition of Project Assistants (Personal)**

- 40.1.20 Based on information obtained, a seniority ranking list for officers in the grade of Project Assistant (Personal) is duly established within the Central Establishment List of the NDU. **The Bureau holds that Management should ensure the smooth transition of officers in the grade of Project Assistant (Personal) to the new grades of Project Assistant (Engineering) and Project Assistant (Quantity Surveying).**

### **Project Officer/Senior Project Officer (Quantity Surveying) (New Grade)**

#### **Recommendation 7**

- 40.1.21 **We recommend the creation of a grade of Project Officer/Senior Project Officer (Quantity Surveying). Appointment thereto should be made by selection from officers in the grade of Project Assistant (Quantity Surveying) who reckon at least four years' service in a substantive capacity in the grade or an aggregate of at least four years' service in the grades of Project Assistant (Quantity Surveying) and Project Assistant (Personal) and are registered as Professional Quantity Surveyor with the Professional Quantity Surveyors' Council of Mauritius.**
- 40.1.22 Incumbent would, among others, be required to: prepare cost plans, cost estimates, activity schedules, bills of quantities and tender documents; assess work in progress and prepare final accounts; attend meetings and committees; guide and supervise work of subordinate staff; and participate in the evaluation of tenders for building and civil engineering projects of the NDU.

### **Consequential amendments to Schemes of Service**

- 40.1.23 In alignment with the proposed restructuring, consequential amendments should be brought to existing schemes of service of a few grades. The Bureau is making the appropriate recommendations.

#### **Recommendation 8**

- 40.1.24 **We recommend that appointment to the grade of:**
- (i) **Project Officer/Senior Project Officer (Engineering) *formerly Project Officer/Senior Project Officer* be made by selection from officers in the grade of Project Assistant (Engineering) who reckon at least four years' service in a substantive capacity in the grade or an aggregate of at least four years' service in the grades of Project Assistant (Engineering) and Project Assistant (Personal) and are registered as Professional Engineers with the Council of Registered Professional Engineers of Mauritius; and**

- (ii) **Project Manager (Engineering) formerly Project Manager** be made by promotion, on the basis of experience and merit, of officers in the grade of **Project Officer/Senior Project Officer (Engineering) formerly Project Officer/Senior Project Officer** who reckon at least five years' substantive service in the grade.

### Special Professional Retention Allowance

40.1.25 Provision had previously been made for officers in the grades of Project Officer/Senior Project Officer (Engineering) *formerly Project Officer/Senior Project Officer*, Project Manager (Engineering) *formerly Project Manager* and Chief Project Manager (Personal) 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.**

## NATIONAL DEVELOPMENT UNIT

### SALARY SCHEDULE

Salary Code	Salary Scale and Grade
02 000 116	<b>Rs 166000</b> Permanent Secretary
02 103 106	<b>Rs 114000 x 4000 - 126000</b> Chief Regional Development Officer
02 082 098	<b>Rs 62350 x 1850 - 67900 x 1900 - 75500 x 2250 - 86750 x 2500 - 94250 x 2750 - 97000</b> Principal Regional Development Officer
02 075 094	<b>Rs 52300 x 1100 - 54500 x 1450 - 58850 x 1750 - 62350 x 1850 - 67900 x 1900 - 75500 x 2250 - 86750</b> Senior Regional Development Officer
02 060 090	<b>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 - 77750</b> Regional Development Officer

Salary Code	Salary Scale and Grade
26 000 109	<b>Rs 138000</b> Director (Engineering) (New Grade)
26 104 107	<b>Rs 118000 x 4000 - 130000</b> Chief Project Manager (Personal)
26 093 104	<b>Rs 84500 x 2250 - 86750 x 2500 - 94250 x 2750 - 102500 x 3750 - 110000 x 4000 - 118000</b> Deputy Director (Engineering) (New Grade)
26 082 100	<b>Rs 62350 x 1850 - 67900 x 1900 - 75500 x 2250 - 86750 x 2500 - 94250 x 2750 - 102500</b> Project Manager (Engineering) <i>formerly Project Manager</i>
26 067 094	<b>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 - 86750</b> Project Officer/Senior Project Officer (Engineering) <i>formerly Project Officer/Senior Project Officer</i> Project Officer/Senior Project Officer (Quantity Surveying) (New Grade)
26 052 085	<b>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 - 62350 x 1850 - 67900</b> Project Assistant (Engineering) (New Grade) Project Assistant (Personal) Project Assistant (Quantity Surveying) (New Grade)
08 043 072	<b>Rs 29215 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000</b> Executive Officer (Ex-SMEDA) (Personal)
24 027 060	<b>Rs 24245 x 300 - 26945 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290</b> Driver
24 024 054	<b>Rs 23345 x 300 - 26945 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 33600</b> Office Attendant (Ex-SMEDA) (Personal)

Salary Code	Salary Scale and Grade
24 022 052	<b>Rs 22745 x 300 - 26945 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425 - 32615</b> Handy Worker (Special Class)
24 001 047	<b>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</b> General Worker

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