

### 35. MALCOLM DE CHAZAL TRUST FUND

- 35.1 The Malcolm de Chazal Trust Fund (MCTF) is a body corporate established under the MCTF Act No. 51 of 2002. Its objectives include, *inter alia*, preserving the collection of the work of Malcolm de Chazal as part of the Mauritian cultural heritage and promoting a greater understanding; disseminating his works and ideas both nationally and internationally; and encouraging the expression of the Mauritian creative genius in the philosophical, literary, artistic and other related domains.
- 35.2 It is managed by a Board of Trustees. Presently, there is only the grade of Coordinator on the establishment of the Fund which has not been filled since its creation. The support services are being provided by a Management Support Officer from the Ministry of Arts and Culture. Proposals of the parent Ministry, for this Report, pertained merely to the creation of the grades of Director, Curator and Clerk/Word Processing Operator to enable the Fund to kick-start its operations.
- 35.3 During consultation, the Bureau clarified that a grade of Director cannot be created at this stage as no provision exists in the MCTF Act for this position. Management was also apprised that there is no functional justification for the grade of Curator. We are providing a new level of Clerk/Word Processing Operator to ease the operational functioning of the Fund.

#### Clerk/Word Processing Operator (New Grade)

##### Recommendation 1

- 35.4 **We recommend the creation of a grade of Clerk/Word Processing Operator. Appointment thereto should be made by selection from among candidates possessing a Cambridge School Certificate with credit in at least five subjects including English Language, French and Mathematics; a Cambridge Higher School Certificate or passes in at least two subjects obtained on one certificate at the General Certificate of Education “Advanced Level” or an equivalent qualification and a Certificate in Typewriting at a speed of at least 25 words per minute.**
- 35.5 Incumbent would be required, among others, to: prepare, scrutinise and process straight forward documents and records; type and collate official documents; and perform clerical duties related to finance, human resource, registry and procurement and supply under supervision.

**35. MALCOLM DE CHAZAL TRUST FUND**  
**SALARY SCHEDULE**

**MCTF 1 : Rs 25745 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 - 45930**

Clerk/Word Processing Operator (New Grade)  
Coordinator

