

## 52. MAURITIUS MUSEUMS COUNCIL

- 52.1 Operating under the *aegis* of the Ministry of Arts and Culture, the Mauritius Museums Council (MMC) is a body corporate established under the MMC Act No. 3 of 2000. Its objects are, amongst others, to: lead and encourage the formulation of policies in the field of museology; and develop, maintain and promote national/specialised museums.
- 52.2 There are two national and six specialised museums under its purview along with the maintenance of the Millennium Monument at Wootton. It is also responsible for a site already earmarked for the setting up of a Railway Museum at Mapou.
- 52.3 At the helm of the Council, a Director General is responsible for the execution of the policies and decisions of the Board as well as for the control and management of the day-to-day business of the organisation. Assistance is provided by the Directors and officers in the professional, technical and General Services grades along with employees of the Workmen's Group.
- 52.4 Both Management and Union requested for the creation of a few grades. Additionally, Union mainly represented for merger of some levels; grant of duty exemption on the purchase of a car; and refund of bus fares for distance covered less than 1.6 kms to employees in the grades of Museum Attendant/Senior Museum Attendant and General Worker.
- 52.5 Appropriate justifications were provided for those proposals which could not be retained and where necessary, the views of the Management were equally sought on some of the requests of the Union. Further, during consultation with Management, the Bureau was apprised that due to lack of funds, the core grades such as Director General, Curator, Conservator and Museum Technician have not been filled.
- 52.6 After examining proposals from both sides and with a view to enabling the Council to deliver on its mandate, we are making appropriate recommendations in ensuing paragraphs.

### Procurement and Supply Officer (New Grade)

- 52.7 Both the staff side and Management pointed out that there is need to review the structure of the Procurement and Supply Cadre. Furthermore, the Bureau was apprised that renovation works of the museums and restoration of the antiques/exhibits are ongoing, resulting in the need of frequent procurement exercises such as launching of tenders.
- 52.8 While examining the Job Description Questionnaire of the grade of Assistant Procurement and Supply Officer at the MMC, it has been noted that the latter is currently performing duties of higher nature and reports to the Accounts Officer/Senior Accounts Officer in the performance of her duties. The Bureau has also observed that the scheme of service of the grade of Assistant Procurement and Supply Officer is not in line with recommendations made in the last review exercise.

- 52.9 Against this backdrop and given that there is need for segregation of duties between grades in the Finance and Procurement and Supply Sections, we consider that the Procurement and Supply Section should be reinforced with the creation of a supervisory level. We are recommending accordingly.

### **Recommendation 1**

- 52.10 We recommend the creation of a grade of Procurement and Supply Officer. Appointment thereto should be in line with the recommendation made in the Chapter on Observations and General Provisions of this Volume.**

- 52.11 Incumbent in the grade would be required, among others, to: advise the Director General and Director on matters relating to procurement and supply management; flag non-compliance and misinterpretation of existing rules and regulations; be in charge of or assist in the organisation, supervision and management of the Procurement and Supply Section of the Council; and assist in formulating proposals to review procurement procedures for consideration by the Director General and Director.

- 52.12 We further recommend that the scheme of service of the grade of Assistant Procurement and Supply Officer should be amended to be in line with the recommendation made in the Chapter on Observations and General Provisions of this Volume.**

### **Gardener**

#### ***formerly Gardener/Nursery Attendant***

- 52.13 The Bureau was apprised that there is no nursery at the MMC. Hence, the appellation of Gardener/Nursery Attendant is a misnomer and is not in consonance with the duties devolving upon the incumbents in this grade. We are, thus, restyling it to a more appropriate appellation.

### **Recommendation 2**

- 52.14 We recommend that the grade of Gardener/Nursery Attendant be restyled Gardener.**

### **Senior Gardener (New Grade)**

- 52.15 Given that the provision for the payment of a monthly allowance to the senior most Gardener *formerly Gardener/Nursery Attendant* has not been implemented, request was made by Union for the creation of a supervisory level to allocate and supervise the duties of the Gardener *formerly Gardener/Nursery Attendant*. Management was also agreeable thereto. We are, therefore, making appropriate recommendation based on functional need of such a level.

### **Recommendation 3**

- 52.16 We recommend the creation of a grade of Senior Gardener. Appointment thereto should be made by promotion, on the basis of experience and merit, of employees in the grade of Gardener *formerly Gardener/Nursery Attendant* who reckon at least three years' service in a substantive capacity in the grade.**

- 52.17 Incumbent would be required, *inter alia*, to: supervise the Gardeners *formerly Gardener/Nursery Attendants* and General Workers working on the premises of the MMC; perform the duties of Gardener, as and when required; be responsible for and to carry out sowing of seeds, potting and earth balling; supervise the delivery of plants/flowers/seedlings for ground maintenance and to keep proper record thereof; control the quality and quantity of top soil and other materials received; and to ensure that the gardens and yards of the museums are properly maintained and kept clean.

## 52. MAURITIUS MUSEUMS COUNCIL

### SALARY SCHEDULE

- MMC 1 :**      **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
- MMC 2 :**      **Rs 22175 x 270 - 22445 x 300 - 26945 x 320 - 28865 x 350 - 30965 x 400 - 31765**  
Handy Worker
- MMC 3 :**      **Rs 23345 x 300 - 26945 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 33600**  
Gardener  
*formerly Gardener/Nursery Attendant*
- MMC 4 :**      **Rs 24245 x 300 - 26945 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 34720**  
Senior Gardener (New Grade)
- MMC 5 :**      **Rs 23345 x 300 - 26945 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 35280**  
Museum Attendant/Senior Museum Attendant  
Office Auxiliary/Senior Office Auxiliary  
*formerly Office Attendant/Senior Office Attendant*
- MMC 6 :**      **Rs 24245 x 300 - 26945 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290**  
Driver/Office Auxiliary  
*formerly Driver/Office Attendant*
- MMC 7 :**      **Rs 24245 x 300 - 26945 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 38215**  
Handy Worker (Skilled)
- MMC 8 :**      **Rs 23945 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**  
Receptionist/Telephonist

**52. MAURITIUS MUSEUMS COUNCIL (Contd)**

**MMC 9 : 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 - 39140 x 970 - 42050**

Laboratory Auxiliary  
*formerly Laboratory Attendant*  
 Salesperson

**MMC 10 : 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 - 44960**

Word Processing Operator (Personal)

**MMC 11 : 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

**MMC 12 : Rs 26345 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**

Museum Technician

**MMC 13 : 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**

Management Support Officer

**MMC 14 : 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**

Accounts Clerk  
 Assistant Procurement and Supply Officer

**MMC 15 : Rs 32190 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000 x 1100 - 51200**

Senior Museum Technician

**MMC 16 : Rs 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**

Confidential Secretary

**MMC 17 : Rs 34160 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 55950**

Procurement and Supply Officer (New Grade)

**MMC 18 : 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 x 1750 - 60600**

Museums Public Relations Officer

**52. MAURITIUS MUSEUMS COUNCIL (Contd)**

**MMC 19 : 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 - 62350**

Accounts Officer/Senior Accounts Officer

**MMC 20 : Rs 39140 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 58850 x 1750 - 62350 x 1850 - 64200**

Principal Museum Technician

**MMC 21 : Rs 39140 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 58850 x 1750 - 62350 x 1850 - 66050**

Office Superintendent

**MMC 22 : Rs 38215 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**

Conservator

Curator

Museum Educator

**MMC 23 : 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 - 86750**

Administrative Secretary

**MMC 24 : Rs 62350 x 1850 - 67900 x 1900 - 75500 x 2250 - 86750 x 2500 - 94250 x 2750 - 102500**

Director

**MMC 25 : Rs 130000**

Director General

