

60. MAURITIUS SPORTS COUNCIL

- 60.1 Operating under the *aegis* of the Ministry of Youth and Sports, the Mauritius Sports Council (MSC) is a body corporate set up under the Sports Act 2016.
- 60.2 The MSC oversees the maintenance of various sports facilities, and implements programs aimed at enhancing the physical and mental wellbeing of citizens. It also provides a series of sports activities for the children, youth and elderly persons via the Active Mauritius. Presently, the MSC manages five swimming pools, four Outdoor Education and Recreation Centres, Multi-Use Game Areas (MUGA) and the National Badminton Centre. Additionally, it is responsible for the maintenance of sports infrastructures as entrusted by the parent Ministry.
- 60.3 As stipulated in its Act, the administration and management of the Council is vested in the Board. Support functions are provided by an Accountant/Senior Accountant, Human Resource Officer/Senior Human Resource Officer, Accounts Clerk, Clerk/Word Processing Operator, Receptionist/Telephone Operator and employees in the Workmen's Group.
- 60.4 During consultations, the staff side, *inter alia*, requested for the restyling of the grade of Handy Worker; and provision of some allowances and facilities to the employees of the MSC. They also proposed that the Handy Workers be placed under Health Surveillance and adequate protective clothing/equipment be provided to them. The proposals of Management were geared towards the creation of several grades such as Human Resource Management Officer, Finance Officer and Administrative Assistant, among others. Appropriate explanations were provided to each stakeholder on their requests.
- 60.5 To allow the MSC to continue with its efforts in enhancing physical health and wellbeing of the population, we are, in this Report, strengthening the structure of the MSC with the creation of some grades.

ICT Technician (New Grade)

- 60.6 In view of the expansion of the projects at the MSC, a request was submitted to the Standing Committee on Creation of Grades for a grade of IT Support Officer. On the basis that the Bureau had already embarked on its forthcoming Report, the request was kept in abeyance to be considered in this Report.
- 60.7 We have studied the proposal and consider that the new grade would enable the MSC to provide assistance on issues pertaining to IT. We are, therefore, making an appropriate recommendation.

Recommendation 1

- 60.8 **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 Technology or Computer Studies or an equivalent qualification.**

- 60.9 Incumbent would be required, *inter alia*, to: be responsible for the day-to-day running of the IT section and the coordination of all activities; implement, support and maintain the IT System at the MSC; install and configure hardware and common pc-related software; provide preventive measures and technical support; develop small computer programmes for end users and provide appropriate training to the employees of the Council, as and when required; and be responsible for the updating and maintenance of the website of the Council.

Safety and Health Officer (Part-time) (New Grade)

- 60.10 In the context of this Report, Management requested for the creation of a grade of Safety and Health Officer/Senior Safety and Health Officer to ensure safety of users and compliance with regulations. Currently, there are some 200 officers on the establishment of the MSC and some 800 officers on contractual basis. Furthermore, it has been submitted that the usage of the facilities under the responsibility of the MSC has increased over the years, including programmes under the Active Mauritius.
- 60.11 We consider that based on the staff strength of the organisation, nature of duties undertaken at the MSC and number of users having access to the facilities/programmes provided by the Council, there is need for a Safety and Health Officer to deal with health and safety issues at the MSC. We are, therefore, recommending accordingly.

Recommendation 2

- 60.12 We recommend the creation of a grade of Safety and Health Officer (Part-time). Appointment thereto should be made by selection from among candidates possessing a Diploma in Occupational Safety and Health or Occupational Safety and Health Management or an equivalent qualification.**
- 60.13 Incumbent would be, among others, required to: inspect all places of work under the MSC; assess all risks and make recommendations thereon; facilitate compliance with legislation related to occupational safety and health in the MSC; assist in the preparation, elaboration and implementation of plans to maintain adequate safety and health measures; assist in the formulation of policies relating to safety and health; act as Secretary to Safety and Health Committees, as and when required; and perform such other duties as provided for in the Occupational Safety and Health Act and any other relevant legislations.

Accounts Officer (New Grade)

- 60.14 Currently, the grades of Accounts Clerk and Accountant/Senior Accountant exist on the establishment of the MSC. Management requested for a grade to manage the growing financial responsibility of the organisation and to oversee financial planning and budgeting.
- 60.15 In the given circumstance, we consider that there is need for a grade to supervise the Accounts Clerk and provide support to the Accountant/Senior Accountant in

managing the funds of the Council. We are, therefore, making provision for a grade of Accounts Officer.

Recommendation 3

60.16 We recommend the creation of a grade of Accounts Officer. Appointment thereto should be in line with the recommendation made in the Chapter on Observations and General Provisions of this Volume.

60.17 Incumbent would be required, among others, to: compile schedules and information required for the preparation of statutory reports, annual estimates, final accounts and other reports, as required; control and discharge expenditures and payments in compliance with regulations; maintain a proper system of accounting to guard against irregularity and fraud; and attend to audit queries on financial issues, provide materials for proper reply and take corrective measures, as directed.

Procurement and Supply Officer (New Grade)

60.18 The MSC submitted a request to the Standing Committee on Creation of Grades for grades of Assistant Procurement and Supply Officer and Procurement and Supply Officer. However, given that the Bureau had already embarked on its upcoming Report, the request was kept in abeyance to be examined by the Bureau.

60.19 In view of the growing activities of the MSC, we are providing for a grade of Procurement and Supply Officer at the MSC.

Recommendation 4

60.20 We recommend the creation of a grade of Procurement and Supply Officer. Appointment thereto should be made by selection from among candidates possessing Cambridge Higher School Certificate together with a Certificate in Procurement and Supply Management or Purchasing and Supply Management or an equivalent qualification and reckoning at least four years' experience in Procurement and Supply.

60.21 Incumbent would be required to, *inter alia*: advise Management on procurement and supply operations; manage and monitor all transactional procurement; ensure timely preparation of procurement plans for projects and monitor their implementation; ensure physical stock verification is carried out in accordance with prescribed rules and regulations; flag non-compliance and misinterpretation of existing rules and regulations to Accounting Officer; perform procurement, warehousing and stock control operations; and maintain updated records of transactions in compliance with regulations in force.

Human Resource Officer/Senior Human Resource Officer

- 60.22 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 Chapter on Observations and General Provisions of this Volume.**

Handy Worker

- 60.23 Both the staff side and Management requested for the creation of a grade of Handy Worker (Skilled). Given that the grade of Handy Worker (Skilled) requires higher qualification, the request is not being acceded to. We, however, re-iterate that Management should prescribe the scheme of service of the grade of Handy Worker in line with what obtains in the Civil Service.
- 60.24 Representations were also received from Union that Handy Workers are not provided with appropriate protective clothing/equipment on time. The Bureau was informed that this issue has already been addressed administratively.

**60. MAURITIUS SPORTS COUNCIL
SALARY SCHEDULE**

MSC 1	:	Rs 30265 Safety and Health Officer (Part-time) (New Grade)
MSC 2	:	Rs 22175 x 270 - 22445 x 300 - 26945 x 320 - 28865 x 350 - 30965 x 400 - 31765 Handy Worker
MSC 3	:	Rs 22445 x 300 - 26945 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425 - 32615 Stores Attendant
MSC 4	:	Rs 24245 x 300 - 26945 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290 Driver
MSC 5	:	Rs 25745 x 300 - 26945 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290 Field Supervisor

60. MAURITIUS SPORTS COUNCIL (Contd)

- MSC 6 : 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**
Electrician
Mason
Plumber and Pipe Fitter
Welder
- MSC 7 : 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/Telephone Operator
- MSC 8 : 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
- MSC 9 : 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
- MSC 10 : Rs 34160 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 55950**
Accounts Officer (New Grade)
Procurement and Supply Officer (New Grade)
- MSC 11 : 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**
Human Resource Officer/Senior Human Resource Officer
- MSC 12 : 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**
ICT Technician (New Grade)
- MSC 13 : Rs 41080 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 58850 x 1750 - 62350 x 1850 - 67900 x 1900 - 75500 x 2250 - 86750**
Accountant/Senior Accountant

