

### 73. NATIONAL PRODUCTIVITY AND COMPETITIVENESS COUNCIL

- 73.1 The National Productivity and Competitiveness Council (NPCC) was set up under the NPCC Act 1999 as a body corporate and operates under the *aegis* of the Ministry of Industry, SME and Cooperatives.
- 73.2 Its functions are, *inter alia*, to: provide the forum for constant dialogue and consensus building as well as advise Government on the formulation of national policies and strategies on all matters relating to productivity, quality and competitiveness; promote and develop greater productivity and quality awareness and consciousness amongst the public; and organise awards to recognise individuals, teams and organisations for their outstanding achievements in quality and productivity.
- 73.3 The NPCC is headed by an Executive Director who is responsible to the Council for its proper administration and day-to-day management. He is assisted by officers from the professional grades while officers at operational level as well as employees in the Workmen's Group provide support services.
- 73.4 Representations made by the staff side pertain mainly to providing personal salaries to officers in post at the Council; aligning their Conditions of Service with what obtains in organisations covered by the Bureau; and payment of specific allowances whereas the proposals of Management were geared towards the creation of grades and sub-units; review of schemes of service/salary scales of some grades; restyling of certain positions with added responsibilities; and review of allowances.
- 73.5 During consultations, both Union and Management were provided with ample explanations on the Bureau's policy for creation, restyling and upward salary review of grades. Against this background, they were informed of requests which could not be retained.
- 73.6 Prior to this Report, the NPCC was governed by another regime of salary administration. The current salary scales along with the existing Conditions of Service are not aligned with those recommended by the Bureau. After examining the organisation structure of the NPCC and its core functions, reporting lines and duties devolving upon the grades, we are making provisions for a fit-for-purpose organisation set up with appropriate salary scale for each level. As far as possible, we have aligned the appellation of certain grades along with their entry requirements on comparable grades across the Public Sector taking into consideration their duties and responsibilities.
- 73.7 As such, the salary points of grades at the NPCC cannot be directly converted in the Master Salary Conversion Table. Hence, following the publication of the Report, the NPCC should submit relevant information, for the Bureau to provide the converted salaries (2026). The overriding principle for this exercise would be to ensure that employees in post are not worsened off with this overall review.

73.8 In the ensuing paragraphs, we are, therefore, reviewing the qualifications requirement of certain grades as well as the mode of appointment thereof. Further, the duties have been maintained as per prevailing schemes of service.

#### **Director**

##### **Recommendation 1**

73.9 We recommend that appointment to the grade of Director should be made by selection from among candidates possessing a Degree in Management or Economics or Finance or a field related in productivity and competitiveness or an equivalent qualification; Master's Degree in Management or Economics or Finance or a field related to productivity and competitiveness or an equivalent qualification and reckoning at least eight years' experience working in a similar environment.

#### **Public Relations and Marketing Officer**

##### **Recommendation 2**

73.10 We recommend that appointment to the grade of Public Relations and Marketing Officer should be made by selection from among candidates possessing a Degree in Marketing or Public Relations or an equivalent qualification and reckoning at least three years' experience in the field of communication.

#### **Graphic Designer**

##### **Recommendation 3**

73.11 We recommend that appointment to the grade of Graphic Designer should be made by selection from among candidates possessing a Diploma in Graphic Design or an equivalent qualification and reckoning at least three years' post-qualification experience in graphic design.

#### **Accounts Clerk**

#### **Accounts Officer**

#### **Confidential Secretary**

#### **Human Resource Officer/Senior Human Resource Officer**

##### **Recommendation 4**

73.12 We recommend that appointment to the above-mentioned grades should be in line with the recommendations made in the Chapter on Observations and General Provisions of this Volume.

73.13 Human Resource Officer/Senior Human Resource Officers possessing the relevant Diploma should be 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.**

**Assistant Procurement and Supply Officer****Management Support Officer****Recommendation 5**

- 73.14** We recommend that appointment to the above-mentioned grades and the duties should be in line with the recommendations made in the Chapter on Observations and General Provisions of this Volume.

**Clerk/Word Processing Operator****Recommendation 6**

- 73.15** We recommend that appointment to the grade of Clerk/Word Processing Operator should be made by selection from among candidates possessing the Cambridge School Certificate with credit in at least five subjects including English Language, French and Mathematics; the 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 who are computer literate. Candidates should also have a Certificate in Typewriting at a speed of at least 25 words per minute.

**Receptionist/Telephone Operator****Recommendation 7**

- 73.16** We recommend that appointment to the grade of Receptionist/Telephone Operator should be made by selection from among candidates possessing a Cambridge School Certificate with credit in English Language and French obtained at not more than two sittings or passes in at least five subjects with at least Grade C in English and French on one Certificate at General Certificate of Education “Ordinary Level”.

**Driver/Office Auxiliary****Recommendation 8**

- 73.17** We recommend that appointment to the grade of Driver/Office Auxiliary should be made by selection from among candidates who show proof of having sat for Cambridge School Certificate or an equivalent qualification and possessing a valid driving licence to drive cars, vans and minibuses.

**General Worker****Recommendation 9**

- 73.18** We recommend that appointment to the grade of General Worker should be made by selection from among candidates who possess the Certificate of Primary Education or Primary School Achievement Certificate.

**73. NATIONAL PRODUCTIVITY AND COMPETITIVENESS COUNCIL****SALARY SCHEDULE**

<b>NPCC 1</b>	<b>:</b>	<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
<b>NPCC 2</b>	<b>:</b>	<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/Office Auxiliary
<b>NPCC 3</b>	<b>:</b>	<b>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</b>
		Receptionist/Telephone Operator
<b>NPCC 4</b>	<b>:</b>	<b>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</b>
		Clerk/Word Processing Operator
<b>NPCC 5</b>	<b>:</b>	<b>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</b>
		Management Support Officer
<b>NPCC 6</b>	<b>:</b>	<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>
		Accounts Clerk Assistant Procurement and Supply Officer
<b>NPCC 7</b>	<b>:</b>	<b>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</b>
		Confidential Secretary
<b>NPCC 8</b>	<b>:</b>	<b>Rs 34160 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 55950</b>
		Accounts Officer
<b>NPCC 9</b>	<b>:</b>	<b>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</b>
		Human Resource Officer/Senior Human Resource Officer
<b>NPCC 10</b>	<b>:</b>	<b>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</b>
		Graphic Designer

**73. NATIONAL PRODUCTIVITY AND COMPETITIVENESS COUNCIL (Contd)**

**NPCC 11 : 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**

Productivity Executive  
Public Relations and Marketing Officer  
Research and Knowledge Management Executive

**NPCC 12 : Rs 52300 x 1100 - 54500 x 1450 - 58850 x 1750 - 62350 x 1850 - 67900 x 1900 - 75500 x 2250 - 86750**

Lead Innovation, Advocacy and Entrepreneurship  
Lead Productivity and Competitiveness Council  
Lead Research, Advisory and Knowledge Management

**NPCC 13 : Rs 62350 x 1850 - 67900 x 1900 - 75500 x 2250 - 86750 x 2500 - 94250 x 2750 - 97000**

Head, Business Development and Consultancy

**NPCC 14 : Rs 118000 x 4000 - 130000**

Director

