

2.8 Civil Status Division

- 2.8.1 The Civil Status Division is responsible for the registration of all births, deaths, marriages and other matters relating to civil status of a person in Rodrigues; and for the issue of civil status certificates.
- 2.8.2 An Officer-in-Charge, Civil Status heads the Division. The latter reports to the Departmental Head for general administration issues and to the Registrar of Civil Status in Mauritius on technical matters. He is assisted by officers in the Civil Status Officer Cadre.
- 2.8.3 Both Management and the staff side had no proposals for this Division.
- 2.8.4 Hence, the current organisation structure is being maintained while the allowances payable to the officers are being revised.

Allowance to open Civil Status offices after normal hours

- 2.8.5 Officers of the Civil Status Officer Cadre are required to provide emergency services after their normal working hours during weekdays and as from 1200 hours on Weekends and Public Holidays, against payment of appropriate allowances. We are making recommendation in line with what obtains in the Civil Status Division in Mauritius.

Recommendation 1

- 2.8.6 **We recommend that officers of the Civil Status Officer Cadre providing emergency services after normal working hours during Weekdays and after 1200 hours on Saturdays, Sundays and Public Holidays, up to 2200 hours, be paid a revised:**
- a) **On-Call Allowance of Rs 275 per day; and**
 - b) **All-Inclusive Allowance of Rs 710 for each registration of death, including the issue of burial/cremation permit, travelling expenses and collection from and the handing over of keys to the Police Station.**

Allowance for Registration of Religious Marriage to give civil effect

- 2.8.7 At present, allowances are paid to the officers of the Civil Status Officer Cadre for celebration of civil marriages outside Civil Status offices. The quantum of the allowances are being revised.

| Celebration of Civil Marriages outside working hours | Allowances (Rs) |
|---|------------------------|
| A. Where both of the intending spouses are citizens of Mauritius:- | |
| (i) Celebration of civil marriages at private residence | 770 |
| (ii) Celebration of civil marriages at premises other than office or private residence | 1100 |
| B. Celebration of civil marriages at premises other than office where both intending spouses are non-citizens | 1650 |
| C. Where one of the intending spouses is a citizen of Mauritius and the other intending spouse is a non-citizen: | |
| (i) celebration of civil marriages at private residence; | 770 |
| (ii) celebration of civil marriages at premises other than office or private residence or marriage hall | 1100 |
| Celebration of Civil Marriages during working hours | |
| D. Celebration of civil marriages aboard cruises/ catamarans during normal working hours where both intending spouses are non-citizens (officers should avail themselves of leave entitlement/time-off against early arrivals for the equivalent number of hours taken for the celebration of a civil marriage inclusive of travel time) | 1100 |

Registration of death for burial during cyclonic conditions Class III and IV and during other officially declared natural calamities

2.8.8 Officers of the Civil Status Officer Cadre are paid appropriate allowances for being on-call and to register deaths and issue burial permits during cyclonic conditions Class III and IV as well as during officially declared natural calamities. We are revising the quantum of the allowance.

Recommendation 2

2.8.9 We recommend that an officer of the Civil Status Officer Cadre should continue to be on-call in Rodrigues to register deaths requiring burial permit during cyclonic conditions Class III and IV and during other officially declared natural calamities and should be paid:

- (a) an On-call Allowance of Rs 275 per day; and

- (b) an allowance of Rs 315 for each registration of death including the issue of burial permit.

2.8.10 We also recommend that the Management of the Civil Status Division should continue to make proper arrangements with the Police Department for the conveyance of officers who are on-call to register deaths and to issue burial permit during cyclonic conditions Class III and IV and during officially declared natural calamities from their place of residence to office and back.

Loan facilities to officers of the Civil Status Officer Cadre

Recommendation 3

2.8.11 We recommend that officers of the Civil Status Officer Cadre should continue to be granted loan facilities for the purchase of a car on the same terms and conditions as laid down as per provision made at paragraph 16.2.58 (g) of Volume 1 of this Report.

SALARY SCHEDULE

| Salary Code | Salary Scale and Grade |
|--------------------|---|
| | CIVIL STATUS DIVISION |
| 18 064 084 | Rs 41080 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 58850 x 1750 - 62350 x 1850 - 66050 Officer-in-Charge, Civil Status |
| 18 051 074 | Rs 32190 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000 x 1100 - 51200 Senior Civil Status Officer |
| 18 032 069 | 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 Civil Status Officer |

