

3.4 Human Resource Development Centre

- 3.4.1 The Human Resource Development Centre (HRDC) is responsible for the promotion of capacity building in Rodrigues. Its objectives, among others, are to: promote Human Resource Development; stimulate a culture of training and life-long learning; reduce the mismatch between training needs and training offers; and provide information, advice and guidance to enable students and trainees to make appropriate and effective decisions about learning, training and work.
- 3.4.2 At present, the Centre is manned by the Head, HRDC who is assisted by officers in the grades of Co-ordinator, HRDC, Library Officer, and other ancillary staff.
- 3.4.3 Representations have been made by Union for a restyling of grades at the HRDC, while reviewing the mode of appointment of the Head, HRDC. Management, on its side, has, among others, proposed for the creation of a supervisory level thereat.
- 3.4.4 The proposals of both parties have been examined and we consider that the present structure at the Centre is adequate. We are, however, reviewing the qualifications requirement of the Head, HRDC while maintaining the grant of time-off facilities to the Co-ordinator, HRDC.

Head, Human Resource Development Centre

- 3.4.5 Presently, appointment to the grade of Head, HRDC is made by selection from among candidates possessing a Master's Degree in Public Administration or Management or Education. Given the nature and level of responsibilities devolving upon this position, the Bureau considers that prior experience in training matters is essential for an effective performance. We are, therefore, recommending in that direction.

Recommendation 1

- 3.4.6 **We recommend that, henceforth, appointment to the grade of Head, HRDC should be made by selection from among candidates possessing a Master's Degree in Public Administration or Management or Education or an equivalent qualification and who reckon at least five years' post-qualification experience in training matters. This element has been considered in arriving at the recommended salary of the grade.**

Time-Off Facilities

Recommendation 2

- 3.4.7 **We recommend that officers in the grade of Co-ordinator, HRDC, who are required to put in additional hours of work on a regular basis to cope with the demands of their job, should be granted equivalent time-off for the extra hours put in. In the event, it has not been possible for Management to grant, upon application, time-off within a period of four consecutive months, the**

officers should be compensated at the normal hourly rate per extra hour, subject to their having put in a minimum of either five (5) hours weekly or 15 hours monthly.

Library Officer

- 3.4.8 A grade of Library Officer exists on the establishment of the HRDC. Given that grades concerned with the provision of library services are on the establishment of the Library Services under the Commission for Youth and Sports and Others, the Bureau has provided, at paragraph 8.4.6 of this Volume, for the grade of Library Officer to be on the establishment of the Library Services and incumbents to be posted in other Departments/Units where their services are required.

SALARY SCHEDULE

Salary Code	Salary Scale and Grade
	HUMAN RESOURCE DEVELOPMENT CENTRE
02 075 098	Rs 52300 x 1100 - 54500 x 1450 - 58850 x 1750 - 62350 x 1850 - 67900 x 1900 - 75500 x 2250 - 86750 x 2500 - 94250 x 2750 - 97000 Head, Human Resource Development Centre
02 060 090	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 Co-ordinator, Human Resource Development Centre
18 061 090	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 Careers Counsellor
05 049 081	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 Library Officer
16 045 074	Rs 29915 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000 x 1100 - 51200 Binding Supervisor

Salary Code	Salary Scale and Grade
16 028 065	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 Machine Minder (Bindery) (Rodrigues)

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