

*Public and Disciplined Forces
Service Commissions*

ANNUAL REPORT
2007



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Foreword

I am pleased to present the joint report of the Public and Disciplined Forces Service Commissions for the year 2007.

Under the Constitution, the two Commissions are responsible for recruitment, appointment, promotion and disciplinary action in the Public Service. They conduct their work according to procedures and criteria which are defined in their Regulations – official public documents.

With some perspective, however, it would be absolutely simplistic to confuse the role of these two bodies with that of a mere employment agency providing jobs in the Public Service. There is a broader dimension to their responsibility.

First, they have to serve the principle of ensuring that every qualified and suitable citizen can have access to holding public offices on the basis of competition and merit - a fundamental right in any democratic society.

On the other hand, they have the obligation to also ensure that the standards of efficiency of the Public Service are kept high, through a flow of talents and experience into the service of the national interest. In the conduct of their work, the Commissions have always to keep in mind such a balanced view.

Over the years, the responsibilities of the Commissions have become increasingly voluminous and complex.

During the year under review, a total of 54,014 applications were received and processed by the Commissions for which only 2,259 vacant posts were on offer. Besides conducting written examinations in some cases, the Commissioners also had to interview some 7,624 candidates. This is usually a highly competitive process, in which apart from criteria such as qualifications and knowledge, experience, merit as well as seniority, the Commissioners also look for, *inter alia*, leadership qualities, communications skills, aptitude matching the requirements of the job and a sense of commitment to public service. At the end of the day, the logic of competition has to prevail.

I have a personal view that, in the years to come, the present centralized system will have to be reviewed. Nowadays, our Civil Service is a tremendously different machinery from what it was 50 years ago, when the Commissions were set up. There are systems which exist in other countries like Singapore, New Zealand and others, which Mauritius may advantageously adapt for its own purposes. But I realize that for such a reform, a policy decision from Government and consultations with parties concerned will be required in the first place.

Finally, I wish to thank all those who have supported me in my work: the Deputy Chairpersons, the Commissioners (Public and Disciplined Forces Service Commissions), our dedicated staff and, of course, the State Law Office personnel who spend so much time in providing legal services to us.



R. YAT SIN, C.S.K

Chairman

(Public and Disciplined Forces Service Commissions)

Acknowledgement

We wish to appreciate the contribution of Mr O. K. Dabidin, *Secretary* in assisting the Public and Disciplined Forces Service Commissions, in their work.

We also wish to place on record our thanks to the Team, led by Mrs S.A.K. Dabeedeen, *Assistant Secretary*, who had the responsibility to coordinate and gather data for the Report covering the activities undertaken during 2007. Our appreciation, therefore, also goes to Messrs A. Fowdar, S. Chooromoney, *Assistant Secretaries*, Mrs M. J. Rosalie, Mrs M. J. F. Coutet, *Chief Personnel Officers*, Mr K. Aubeeluck, *Personnel Officer*, Mrs R. B. Peermamode, *Office Superintendent*, Mr A. Bissessur, *Establishment Officer*, Mr S. Balchurn, *Executive Officer*, Mr O. St Flour, *Clerical Officer/Higher Clerical Officer* and Mrs S. Boolaky, *Word Processing Operator* for their active participation and involvement in the project.

Our thanks also go to Mrs N. Gobin-Bheenick, *Principal Assistant Secretary* and to all members of the staff who have contributed in one way or the other towards the publication of this Report.

Introduction

This Report covers the activities of the Public Service Commission and the Disciplined Forces Service Commission for the period January to December 2007.

The Public Service Commission (PSC) and the Disciplined Forces Service Commission (DFSC) are, under Sections 89 and 91 of the Constitution respectively, responsible for appointing persons to hold or act in any office in the public service (except those falling under the jurisdiction of the Judicial and Legal Service Commission), for the exercise of disciplinary control and for removal from office. In the discharge of their functions, the Commissions are governed by their respective regulations namely, the Public Service Commission Regulations 1967 and the Disciplined Forces Service Commission Regulations 1997. Accordingly, they must ensure that the principles of equity and fairness are upheld, that qualified and committed personnel are recruited to manage the affairs of the State and that a high standard of efficiency and effectiveness is maintained in the Public Service.

In responding to its constitutional mandate to, *inter alia*, recruit personnel, the Public Service Commission had to devote considerable time and resources to identify and appoint qualified persons for 21 Ministries/Departments. In the Ministry of Education and Human Resources, much time was devoted to the selection exercise and appointment of 584 Trainee Teachers. For the Ministry of Health and Quality of Life, the majority of officers appointed were in the grades of Medical Records Assistant (199) and Medical Health Officer/Senior Medical Health Officer (190). In some cases, given the very high number of applicants (e.g. more than 3000 for the posts of School Clerk and Clerical Officer and more than 6500 for Trainee Teacher) particularly for entry grades, recruitment exercises were increasingly time-consuming as the Commissions had to resort to examinations as part of the selection process.

The Disciplined Forces Service Commission recruited 500 Trainee Police Constables and in the process, the concept of Body Mass Index was implemented for the first time.

The Commissions conducted a few recruitment exercises for the Rodrigues Regional Assembly. The Public Service Commission proceeded to Rodrigues on two occasions to conduct interviews and a total of 60 vacancies were filled to meet the personnel requirements of, *inter alia*, the Central Administration, the Commission for Education, Employment and Information Technology and the Commission for Health Cooperatives, Prisons and Reform Institutions and Fire Services.

The Commissions undertook some promotion exercises within Ministries and Departments and 1104 promotions were effected. Agreement in respect of 93 Schemes of Service was conveyed to the Ministry of Civil Service and Administrative Reforms. Over the years it has been noted that promotion exercises as well as the review and approval of schemes of service have become voluminous and a bigger share of Commissions time has to be devoted thereto.

The Commissions considered cases of discipline, transfers, reversions, appeals and representations during the year. The Public Service Commission appeared before the Supreme Court to justify decisions taken in respect of cases where applications for judicial review were made.

Both Commissions are alive to the need to embrace modern and new reform initiatives so as to improve work processes with a view to delivering a better service. The Commissions have thus embarked on various projects such as computerisation of its processes, renovation of one of its buildings, implementation of the MS ISO 9001:2000, among others, to achieve that objective.

CHAPTER ONE

Vision, Mission, Objectives & Core Values



1.1 Vision and Mission

The vision and mission of the Public Service Commission and the Disciplined Forces Service Commission are as follows:-

Vision : To be the benchmark for integrity, equity and efficiency in a dynamic public service.

Mission : To ensure that the Republic of Mauritius has a professional and efficient civil service geared towards excellence.

The Public Service Commission and the Disciplined Forces Service Commission have published their respective Customer Charter which embodies the vision and mission of the Commissions.

1.2 Objectives

The objectives of the Public Service Commission and the Disciplined Forces Service Commission are:

- ◆ To identify and appoint qualified persons with the drive and skill for efficient performance.
- ◆ To safeguard the impartiality and integrity of appointments and promotions in the Civil Service and to ensure that these are based on merit.
- ◆ To take disciplinary action with a view to maintaining ethical standards and to safeguarding public confidence in the public service.

1.3 Core Values

- ◆ Responsible attitude and efficiency
- ◆ Respect for the Constitution and valuing people
- ◆ Unrelenting and quality service
- ◆ Integrity and independence
- ◆ Fairness and equity
- ◆ Team spirit and timeliness
- ◆ Innovativeness and improvement

CHAPTER TWO

The Commissions & the Secretariat



2.1 The Public Service Commission

2.1.1 *Historical Background*

The Public Service Commission (PSC) which was established by Ordinance No. 23 of 1953 came into force on 11 May 1955 and initially functioned as an advisory body. As from August 1967, it assumed executive powers under the provisions of the Schedule to the Mauritius Constitution Order, 1966.

2.1.2 *Composition of the Public Service Commission*

In accordance with Section 88 of the Constitution of the Republic of Mauritius, the Public Service Commission comprises a Chairman, two Deputy-Chairmen and four other Commissioners. All of them are appointed by the President of the Republic of Mauritius after consultation with the Prime Minister and the Leader of the Opposition.

The Public Service Commission was last appointed on 1 August 2005 for an initial term of three years, and is composed as follows:

Chairman : Mr. Regis **YAT SIN**, C.S.K

Deputy Chairpersons : Mrs. Mohini **RADHAKEESOON**
Mr. Mohummud Reychard **RAMJAN**, P.D.S.M

Commissioners : Mr. Rex Cyril Louis Benjamin **FANCHETTE**
Mr. Hemansing **PRAYAG**, P.D.S.M
Mr. Raveendranath **MATADEEN**
Mr. Marimootoo **THODDA**

The Public Service Commission



Standing position from left to right:

Mr R. C. B. L. Fanchette, Mr M. Thodda, Mr R. Matadeen and Mr H. Prayag, P.D.S.M

Sitting position from left to right:

Mrs M. Radhakeesoon, Mr R. Yat Sin, C.S.K and Mr M. R. Ramjan, P.D.S.M



Mr. Régis **YAT SIN**, C.S.K., B.A. Hons (History) (London). Joined the Administrative Cadre at the Ministry of Finance in 1966. Obtained Fellowships at the International Monetary Fund Institute, Washington (1969-70) and the Institut d'Administration Publique, Paris (1973). Promoted as Principal Assistant Secretary in 1975. From 1982-95, served as Permanent Secretary in various Ministries including the Ministry of Agriculture and the Ministry of Industry & Technology. In 1995, became Secretary to Cabinet and Head of Civil Service. Retired in January 2001.

Mr. R. Yat Sin was Alternate Governor on the Board of the African Development Bank (1977-82), and Chairman of the Mauritius Housing Corporation, the State Bank Ltd., and the Airports of Mauritius Ltd. Appointed Chairman of the Public and Disciplined Forces Service Commissions in July 2005, he also sits on the Judicial and Legal Service Commission and the Mauritius Institute of Education.



Mrs Mohini **RADHAKESOON**, B.A (Queen's University of Belfast) English and French and Post Graduate Certificate in Education. She served in the Ministry of Education for 34 years. Joined as Education Officer at Queen Elizabeth College in 1971; appointed Principal, Junior Secondary Schools in 1984 and Rector, State Secondary Schools in 1992. Performed the duties of Assistant Director from 2002 until she retired from the Public Service in July 2005.



Mr Mohummud Reycharde **RAMJAN**, PDSM, Eur.Ing, B.Sc (Hons) Civil Engineering (London) C.Eng., MICE FIEM. Joined the Ministry of Public Infrastructure in 1974 after working for 3 years in U.K on Box Girder Bridges and Tunnelling Projects for the extension of the London Underground. Has followed post-graduate courses in Belgrade, Yugoslavia and the University of New South Wales, Australia. Has been Registrar of the Council of Registered Professional Engineers of Mauritius (1983 – 2000) and President of the Institution of Engineers of Mauritius (1997-1998). He retired from the public service as Chief Engineer in September 2004.



Mr Rex Cyril Louis Benjamin **FANCHETTE** holds a Licence-ès-Lettres (Mention Bien) from the University of Neuchâtel, Switzerland, a Post Graduate Certificate of Education (Distinction) from the Mauritius Institute of Education and a Certificate of School Management from the International Training Institute of Sydney (Australia). He served in the Ministry of Education as Education Officer, Lecturer and Rector before being appointed High Commissioner of the Republic of Mauritius in Australia. He was a member of several boards, namely those of the Mauritius Broadcasting Corporation, the Mauritius College of the Air and the Independent Broadcasting Authority. He retired in May 1996.



Mr. Hemansing **PRAYAG**, PDSM, B.Sc, M.Sc. C. Eng. MICE. MIWEM, FIEM is a chartered engineer. Before joining the public service in 1990 as the Director of Environment, he had worked extensively in the private sector. He joined CWA in 1976, where he became the Chief Engineer, in 1989 and was responsible for the management of Water Resources. Between 1998 and 2003, he worked for the Indian Ocean Commission as Coordinator on a regional environmental project, which was funded by the World Bank. He is recognised in the region for his pioneering initiatives for the integrated approach to environmental management. He was awarded the President's Distinguished Service Medal for his contribution to environment in 2005. He retired in October 2004.



Mr. Raveendranath **MATADEEN** studied at the Royal College, Curepipe as a Junior Scholar from 1955 to 1962. In 1964 he left for India on a Commonwealth Scholarship and studied Chemistry at the Delhi University from where he graduated with a B.Sc (Hons), First Division. He did his M.Sc Chemistry from the same University. He is also holder of a PGCE (M.I.E), a diploma in Educational Planning and Administration (N.I.E.P.A) and has followed an advanced course in Educational Inspection and Supervision from London Institute of Education. Mr. Matadeen taught Chemistry in State Colleges from 1971 to 1981 before joining Ministry Headquarters as Senior Education Officer. He retired from service in October 2002 as Chief Technical Officer.



Mr Marimootoo **THODDA** holds a Master of Science degree in Chemistry from the Peoples' Friendship University, Moscow and a Post Graduate Certificate in Education from Mauritius Institute of Education. He joined the Ministry of Education in 1975 after teaching for two years in private secondary schools. He was actively involved in trade union activities in his capacity as treasurer and president of Education Officers Grade A Union, Union of Deputy Rectors and Union of Rectors, State Secondary Schools respectively. He left the public service in June 2005 as Rector of Royal College, Curepipe while serving in the Ministry of Education as Acting Assistant Director during his last year of service.

2.2 The Disciplined Forces Service Commission

2.2.1 *Historical Background*

The Disciplined Forces Service Commission (DFSC) was established by virtue of Section 90 of the Constitution. It replaced the former Police Service Commission following the amendment of the Constitution in 1997.

2.2.2 *Composition of the Disciplined Forces Service Commission*

In accordance with Section 90(1) of the Constitution, the Disciplined Forces Service Commission comprises the Chairman of the Public Service Commission as Chairman and four Commissioners. All of them are appointed by the President of the Republic after consultation with the Prime Minister and the Leader of the Opposition.

The Disciplined Forces Service Commission, was appointed on 1 August 2005 for an initial term of three years, and is composed as follows:

Chairman	: Mr. Regis YAT SIN , C.S.K
Commissioners	: Mr. Bawanydehal DOOLHUR , P.D.S.M
	Mr. Ardill Ebrahim GHANTY
	Mr. Marie Jacques Daniel MARION
	Mr. Iswar RAJKOMAR

The Disciplined Forces Service Commission



*From left to right :
Mr M. J. D. Marion, Mr A. Ghanty, Mr R. Yat Sin, C.S.K, Mr B. Dollhur and Mr I. Rajkomar*



Mr Bawanydehal **DOOLHUR**, P.D.S.M joined the Public Service in 1962 as Clerical Officer. After occupying various posts, he was appointed Permanent Secretary in which capacity he served in several Ministries. He retired from the service in January 2004.



Mr Ardill **GHANTY** holds a B.A (Hons) in English (Calcutta University), a PGCE at Makerere University and a Dip Ed (ELT) at Exeter University. Appointed as Education Officer in 1972 he was Tutor at Teachers' Training College till 1982 where he was involved with the teaching of English Methodology. He was appointed Principal, State Secondary Schools in 1986 and Rector in 1992. He retired as Rector of Royal College Port Louis in May 2004.



Mr Marie Jacques Daniel **MARION**, M-ès-L and P.G.C.E. He joined the public service as Education Officer. He was appointed Rector at John Kennedy College. He retired from the public service in December 2004.



Mr Iswar **RAJKOMAR**, BSc(Hons) Agriculture (Udaipur), Post Graduate Certificate in Temperate Horticulture (Australia), MSc Crop Science (Saskatchewan). Joined the Ministry of Agriculture & Natural Resources in February 1967 as Agricultural Cadet and retired in August 2004 as Chief Agricultural Officer. During that period he has also, *interalia*, served as Vice Chairman of the Agricultural Marketing Board, General Manager of Le Val Development and Director, Sugar Insurance Fund Board.

2.3 Powers of the Public Service Commission and the Disciplined Forces Service Commission

The Public Service Commission is empowered by virtue of Section 89 of the Constitution to appoint persons to hold or act in any offices in the public service (including power to confirm appointments), to exercise disciplinary control over persons holding or acting in such offices and to remove such persons from office.

The Disciplined Forces Service Commission is, by virtue of Section 91 of the Constitution, vested with the powers to appoint persons to offices in the disciplined forces, to exercise disciplinary control over them and to remove such persons from office.

The powers and responsibilities which are vested in the DFSC are limited to members of the disciplined forces as defined in Section 111 of the Constitution as follows:

- (a) a naval, military or air force;
- (b) the Police Force;
- (c) a fire service established by any law in force in Mauritius; or
- (d) the Mauritius Prison Service.

Apart from the powers to, *inter-alia*, recruit, appoint and promote, Section 118(1) of the Constitution also empowers both Commissions to make regulations for regulating and facilitating their functions. Furthermore, Section 118 (4) provides that the Commissions shall not be subject to the direction or control of any other person or authority in the exercise of their functions.

2.4 Former Chairmen

A list of Chairmen who served the Commissions is at **Appendix I**.

2.5 The Secretariat

The Public Service Commission and the Disciplined Forces Service Commission are supported by the Secretariat, headed by a Secretary.

The Senior Staff serving the Commissions as at 31 December 2007 were as follows:-

Secretary	: Mr Om Kumar DABIDIN
Principal Assistant Secretary	: Mrs Nirmala GOBIN-BHEENICK
Assistant Secretaries	: Mr Anil FOWDAR
	: Mrs Sattee Anjani Kumari DABEEDEEN
Assistant Secretary, P&DFSC	: Mr Satyavrat CHOOROMONEY
Chief Personnel Officers	: Mrs Marie Josiane ROSALIE
	: Mrs Marie Jeanine Florence COUTET

A list of officers who served the Commissions as Secretary is at **Appendix II**.

The Staff of the Public and Disciplined Forces Service Commissions



The Staff of the Public and Disciplined Forces Service Commissions



The Staff of the Public and Disciplined Forces Service Commissions



2.6 Organisational Structure

The Organisation Chart of the Secretariat as illustrated at Figure 2.1, shows that the main activities of the Commissions are carried out by six main divisions namely the Recruitment Division, Scrutiny Divisions A and B, General Administration, Disciplined Forces Division and the Direct Cases Unit.

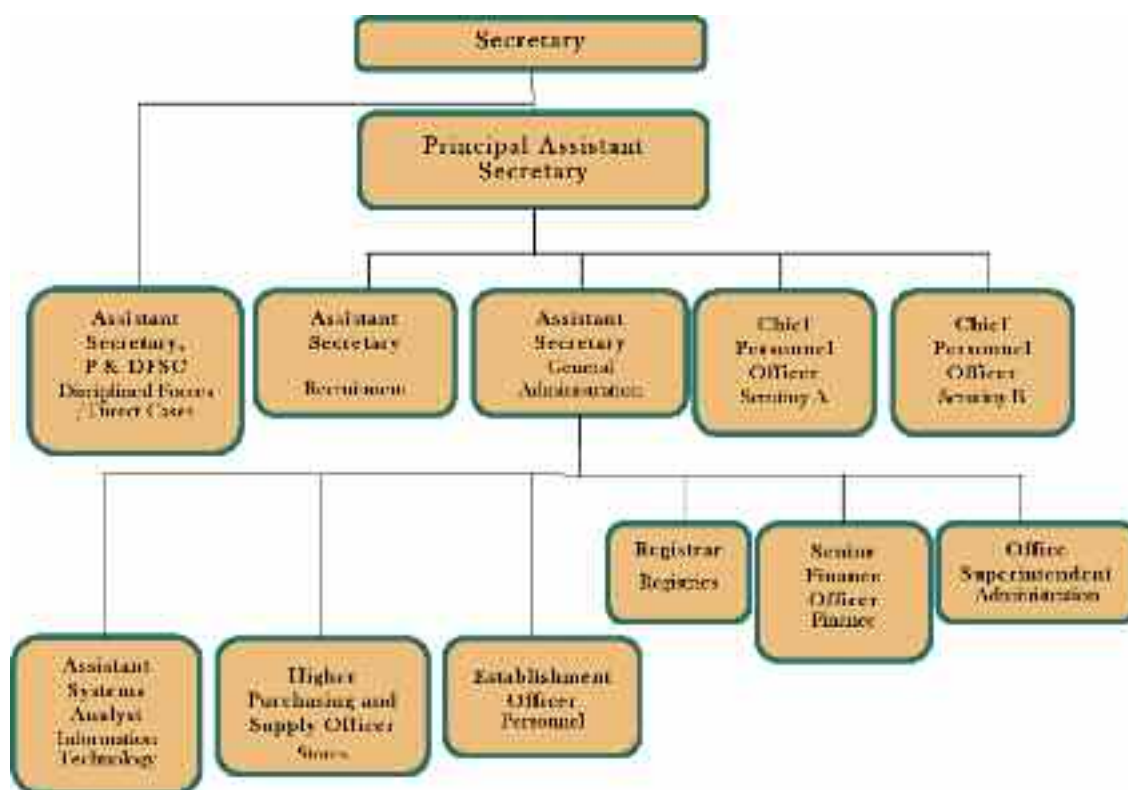


Figure 2.1 - Organisation Chart of the Secretariat

Except for the General Administration Division, the main responsibility of the other Divisions is to scrutinise and process submissions from Ministries / Departments in line with the provisions of the PSC & DFSC Regulations and PSC Circulars. Submissions by Responsible Officers are made on appropriate forms prescribed by both Commissions and by way of letters.

2.6.1 Recruitment Division

The main responsibilities of this division are to handle the processing of applications received in response to advertisements issued to the general public and/or to officers within the public service and to make appropriate submissions to the Commissions to enable them to proceed with selection exercises.

2.6.2 Scrutiny Division A

This division deals with requests from Responsible Officers relating to appointments, acting appointments, promotions, confirmation of appointment, termination of appointment (otherwise than by disciplinary proceedings), retirements (on abolition of office, on grounds of age – 45 years, of officers under report), schemes of service and delegation of power.

2.6.3 *Scrutiny Division B*

This division deals with representations, court cases and issues pertaining to transfers, reversions, scholarships and disciplinary action.

2.6.4 *Disciplined Forces Division*

The main activities of this division are to examine and process proposals and recommendations made by the Responsible Officers of the Disciplined Forces for consideration by the Disciplined Forces Service Commission. They relate to appointments, promotions, acting appointments and assignments of duties, confirmation of appointments, retirements, schemes of service, nominations for scholarship/training courses, disciplinary action, matters concerning delegation of power of disciplinary control to Responsible Officer and appeals/ representations.

2.6.5 *Direct Cases Unit*

This Unit is responsible for the processing of requests from Responsible Officers for:-

- (i) advertisement of vacancies (PSC & DFSC);
- (ii) retirement of officers (on medical ground and grounds of age and marriage);
- (iii) posts to be declared vacant;
- (iv) pre-registration training of professionals (Medical and Health Officers, Pharmacists, Engineers, Architects);
- (v) withdrawal of offer of appointment/enlistment;
- (vi) making replacements *vice* candidates who decline/do not respond to offer of appointment/enlistment;
- (vii) temporary transfer of public officers between Ministries/ Departments;
- (viii) training/scholarship (not meant to enhance prospects for promotion); and
- (ix) police clearance of candidates being considered for appointment under delegated powers.

2.6.6 *General Administration*

The General Administration division consists of several sections which look into the smooth day-to-day functioning of the Office of the Commissions as a whole. Thus, the Finance, Stores, Personnel, Administration Sections, the Registry, the IT and the Secretarial staff all have a crucial role to play and offer valuable services in support of the main activities of the Commissions.

2.7 **The Customers of the Commissions**

The customers of the Public Service Commission and the Disciplined Forces Service Commission are Responsible Officers and other officers of Ministries / Departments / Disciplined Forces and mainly candidates who apply for the different posts advertised.

CHAPTER THREE

Activities of the Public and Disciplined Forces Service Commissions



3.1 Advertisements

Whenever a vacancy occurs in a particular Ministry/Department and the Responsible Officer of the Ministry/Department/Disciplined Force is of opinion that the vacancy needs to be filled, he/she submits a request to the appropriate Commission recommending that the vacancy be filled. The request of the Ministry/Department/ Disciplined Force is scrutinised and submitted to the appropriate Commission for approval after which the post is advertised. In 2007, the Public Service Commission and the Disciplined Forces Service Commission advertised 148 posts.

3.2 The Recruitment Process

After the closing date set for a particular post, all application forms received are processed and the stages, in a simplified version, as shown in Figure 3.1 on page 42 are followed.

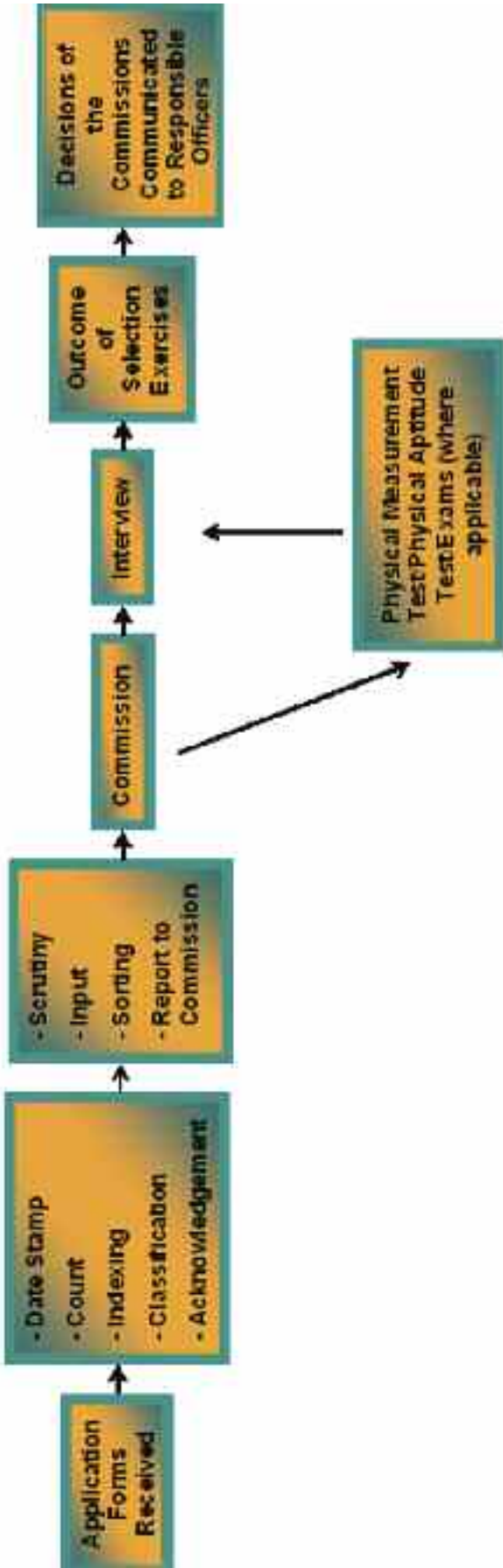


Figure 3.1 – The Recruitment Process

3.3 The Scrutiny of Applications

All applications received from candidates in response to advertisements for the filling of vacancies have to be scrutinised thoroughly to ensure whether the applicants are eligible or not. For an applicant to be eligible for consideration, he/she has to satisfy the requirements which are prescribed in the Scheme of Service for the post. With the increasing number of universities and other training institutions and developments in the educational arena, candidates now have the opportunity to acquire a diversity of qualifications which could be considered to be equivalent to the required qualifications. However, it is not always possible for the Commissions to decide on the equivalence of those qualifications. In such cases, advice is sought from the relevant authorities like the Tertiary Education Commission, the Mauritius Qualifications Authority or the National Equivalence Council.

For most of the vacancies advertised, the number of eligible candidates exceeds by far the number of vacancies that need to be filled. It is practically impossible for the Commission to interview all the eligible candidates. In such cases, the Commissions may decide to proceed as follows:-

- (a) conduct a written examination and convene for interview only those candidates who are successful and have attained the level decided by the Commission in the examination; and/or
- (b) convene for interview after short-listing the best qualified candidates.

Scrutiny of Applications



3.4 Written Examinations conducted by the Commissions

During the year under consideration, the Public Service Commission conducted 10 written examinations including 2 in Rodrigues as outlined in Table 3.1.

Table 3.1 - Examinations Conducted by the Public Service Commission

S.N.	Post	Ministry/ Department	Number of Applications Received	No. of Candidates Eligible and Convened for Examination	No. of Vacancies Reported	Date of Examination
1.	Medical Records Assistant	Ministry of Health & Quality of Life	4833	1770	205	24.03.2007
2.	Survey Officer	Pay Research Bureau	201	115	6	17.03.2007
3.	Job Analyst	Pay Research Bureau	2	2	2	28.05.2007
4.	School Clerk	Ministry of Education & Human Resources	3244	1655	84	09.06.2007
5.	Clerical Officer/Higher Clerical Officer	Ministry of Civil Service and Administrative Reforms	3319	1908	100	09.06.2007
6.	Purchasing and Supply Officer	Ministry of Finance and Economic Development	757	675	16	28.07.2007
7.	Administrative Officer	Rodrigues Regional Assembly	120	36	6	07.07.2007
8.	Assistant Secretary	Prime Minister's Office	1722	1428	22	07.07.2007
9.	Trainee Teacher(General Purpose)	Ministry of Education and Human Resources	5331	2371	200	01.12.2007
10.	Trainee Teacher(General Purpose)	Rodrigues Regional Assembly	305	29	20	01.12.2007

Examination for the post of Trainee Teacher – Rodrigues



3.5 Physical Measurement Test

Apart from their academic qualifications, candidates applying for posts such as Trainee Police Constable and Forest Guard have to satisfy certain physical requirements as laid down in their respective Scheme of Service. For example, for the post of Trainee Police Constable the requirements are:

For Male Candidates

Height : 1 m 70

Chest measurement : 84 cm

(Normal inspiration)

For Female Candidates

Height : 1 m 63

3.5.1 Body Mass Index (BMI) Values

In addition to the above physical requirements, candidates also have to satisfy a minimum weight requirement for certain posts.

The Commissions found that simply taking the weight of candidates into consideration was not yielding satisfactory results.

The **Body Mass Index** (BMI) values ranging between 18.50 – 24.99 was first introduced as a requirement in the Scheme of Service for the post of Trainee Police Constable.

BMI values have been taken into account for the first time during the last recruitment exercise of Trainee Police Constables held in 2007.

The BMI values are calculated on the measurements obtained **on the same day** on which the candidates appear before the measurement board of the Commission.

3.6 Physical Aptitude Test

The Commission also conducts Physical Aptitude Tests for certain posts requiring strenuous physical effort in accordance with the Scheme of Service.

Candidates who satisfy the Physical Measurement Test were made to undergo the following tests for the post of Trainee Police Constable in 2007: -

- ◆ Press up (Male only)
- ◆ Heaving (Male only)
- ◆ Stamina
- ◆ Abdominal Curl
- ◆ Standing Broad Jump
- ◆ Vertical Jump
- ◆ Sprint

Physical Aptitude Tests conducted at Gymkhana playground



3.7 Number of Vacancies filled

In 2007, the total number of applications received amounted to 54,014 for 2259 vacancies to be filled. Details on the number of applications received and vacancies filled for each post is given in Table 3.2 for the Public Service Commission and Table 3.3 for the Disciplined Forces Service Commission. It may be observed that the highest number of applications received were for posts in the education sector, general services, health services and the Police Department as follows:-

Trainee Teacher (General)	– 5,331
School Clerk	– 3,244
Clerical Officer/Higher Clerical Officer	– 3,319
Medical Records Assistant	– 4,833
Trainee Police Constable (Male)	– 5,440

Table 3.2 - Vacancies filled by the Public Service Commission

S.N.	Ministry/ Department	No. of applications processed	No. of Vacancies filled
1.	National Assembly - Clerk Assistant	122	1
2.	National Audit Office - Deputy Head, Examiner of Accounts Cadre	3	1
3.	Prime Minister's Office <u>Cabinet Office</u> - Principal Assistant Secretary - Assistant Secretary <u>Defence and Home Affairs</u> - Data Protection Commissioner <u>Government Information Service</u> - Assistant Director - Head, News Officer Cadre <u>Pay Research Bureau</u> - Job Analyst - Survey Officer	13 1722 15 1 1 2 201	10 22 1 1 1 2 4
4.	Ministry of Civil Service and Administrative Reforms - Safety and Health Officer/Senior Safety and Health Officer - Clerical Officer/Higher Clerical Officer	194 3319	6 100
5.	Ministry of Public Infrastructure, Land Transport and Shipping - Assistant Inspector of Works - Technician (Quantity Surveying)	71 37	2 1
6.	Ministry of Tourism, Leisure and External Communications <u>Civil Aviation Department</u> - Station Officer	1	1

S.N.	Ministry/ Department	No. of applications processed	No. of Vacancies filled
7.	Ministry of Finance & Economic Development <u>Economic Development</u> - Deputy Director General <u>Management Audit Bureau</u> - Director - Accounting Technician <u>Finance Cadre</u> - Deputy Head <u>Internal Control Cadre</u> - Deputy Head <u>Registrar General Department</u> - Registrar General - Copyist and Check Clerk <u>Financial Services Division</u> - Assistant Director	 3 15 192 14 1 2 1645 3	 3 1 10 1 1 1 2 1
8.	Ministry of Foreign Affairs, International Trade & Co-operation - Second Secretary	942	9
9.	Ministry of Environment & National Development Unit - Assistant Inspector <u>Environment Division</u> - Director - Divisional Environment Officer <u>National Development Unit</u> - Chief Regional Development Officer	 98 2 3 1	 1 1 2 1
10.	Ministry of Education and Human Resources - Director - Superintendent, Specialised Schools - Education Officer - Western Music - Tamil - Music Oriental (Vocal)	 2 3 11 11 11	 2 1 1 4 1

S.N.	Ministry/ Department	No. of applications processed	No. of Vacancies filled
	- Arabic	30	5
	- Classical Dance (Kathak)	4	2
	- Education Officer (Prevocational)	328	52
	- Senior Careers Officer	4	1
	- Trainee Teacher (Urdu)	240	40
	- Trainee Teacher (Mandarin)	5	1
	- Trainee Teacher (Tamil)	53	10
	- Trainee Teacher (Arabic)	69	8
	- Trainee Teacher (Marathi)	29	5
	- Trainee Teacher (Hindi)	1203	110
	- Trainee Teacher (Telugu)	27	11
	- Trainee Teacher	5331	399
	- Computer Technician	522	6
	- Usher/Senior Usher (Education) (Female)	360	12
	- School Clerk	3244	51
11.	Ministry of Public Utilities		
	- Principal Planner	11	1
	- Radiation Protection Assistant	254	2
	<u>Water Resources Unit</u>		
	- Engineer (Planning/Maintenance)	21	2
12.	Ministry of Local Government		
	Technical Officer	35	2
13.	Ministry of Agro Industry and Fisheries		
	<u>Agro Industry Division</u>		
	- Principal Agricultural Officer	5	2
	- Veterinary Officer	6	2
	- Technical Assistant	318	12
	- Clerk Assistant	76	34
	<u>Cane Planters and Millers Arbitration and Control Board</u>		
	- Sugar Technologist	15	1

S.N.	Ministry/ Department	No. of applications processed	No. of Vacancies filled
	<u>National Parks and Conservation Service</u>		
	- Research & Development Officer (Wildlife)	35	2
	- Park Ranger	15	3
	- Assistant Park Ranger	31	9
	<u>Fisheries Division</u>		
	- Principal Technical Officer	4	1
14.	Ministry of Social Security, National Solidarity and Senior Citizens Welfare & Reform Institutions		
	- Clerk Assistant	1	1
15.	Ministry of Women's Rights, Child Development, Family Welfare & Consumer Protection		
	- Family Welfare and Protection Officer	18	15
	<u>Women's Unit</u>		
	- Head	51	1
	- Home Economics Officer	63	2
	<u>Family Welfare and Protection Unit</u>		
	- Head	47	1
	- Family Counselling Officer	6	5
16.	Ministry of Labour, Industrial Relations and Employment		
	- Occupational Safety and Health Inspector	77	4
	- Occupational Safety and Health Engineer	10	1
17.	Ministry of Health and Quality of Life		
	- Assistant Catering Officer	1	1
	- ECG Technician	818	8
	- Head Vector Biology and Control Division	1	1
	- Regional Public Health Superintendent	22	2
	- Principal Community Midwife	1	1
	- Nursing Supervisor (Female)	18	16
	- Medical Superintendent	25	10

S.N.	Ministry/ Department	No. of applications processed	No. of Vacancies filled
	- Principal Radiographic Assistant	5	5
	- Dental Technician	52	1
	- Vector Biology and Control Laboratory Technician	199	2
	- Physiotherapist	13	3
	- Speech Therapist and Audiologist	34	1
	- Medical Social Worker	8	1
	- Chief Nursing Officer	8	1
	- Deputy Chief Nursing Officer	9	1
	- Aids Education Nurse	11	7
	- Nutritionist	42	2
	- Principal Nutritionist	4	2
	- Government Analyst	50	5
	- Dental Surgeon / Senior Dental Surgeon	11	2
	- Physiotherapy Assistant	1699	4
	- Student Pharmacy Dispenser	1535	30
	- Medical Records Assistant	4833	199
	- Medical and Health Officer/ Senior Medical and Health Officer	242	190
	- Principal Dental Surgeon	6	1
18.	Ministry of Industry, Small and Medium Enterprises, Commerce and Cooperatives - Principal Patents and Trade Marks Officer	3	1
19.	Ministry of Arts and Culture - Theatre Controller - Enforcement Officer	1152 1949	1 2
20.	Ministry of Housing and Lands <u>Survey Division</u> - Surveying and Mapping Assistant <u>Strategic Planning and Implementation Unit</u> - Development Control Officer	344 133	13 3

S.N.	Ministry/ Department	No. of applications processed	No. of Vacancies filled
21.	Ministry of Information Technology and Telecommunications		
	- Receptionist/Telephone Operator	1902	19
	- Project Manager, IT Security	102	2
	<u>Central Informatics Bureau</u>		
	- Director	24	1
	<u>Central Information Systems Division</u>		
	- Computer Support Officer	1233	5
	- Data Entry Officer	1615	5
	TOTAL	39,315	1,560

Table 3.3 - Vacancies filled by the Disciplined Forces Service Commission

S.N.	Department	No. of applications processed	No. of Vacancies filled
1.	Mauritius Police Force		
	- Trainee Police Constable (Male)	5440	400
	- Trainee Police Constable (Female)	2484	100
2.	Mauritius Prisons Service		
	- Hospital Officer (Male)	54	9
	- Hospital Officer (Female)	35	2
	- Prisons Officer Grade II (Male)	793	110
3.	Fire Services		
	- Fireman	3797	18
	TOTAL	12,603	639

3.8 Rodrigues Regional Assembly

The Public Service Commission and the Disciplined Forces Service Commission are also responsible for the recruitment of officers on the establishment of the Rodrigues Regional Assembly. The posts are usually reserved for Rodriguan candidates. However, posts which are advertised on a contractual basis are also open to Mauritian candidates. As most of the eligible applicants are domiciled in Rodrigues, it is therefore appropriate for the interviews to be conducted there. Necessary facilities are provided by the Chief Commissioner's Office for the conduct of the interviews in Rodrigues.

During the year under review, the Public Service Commission proceeded to Rodrigues on two occasions to conduct interviews and a total of **238** were convened for interview for vacancies in **18** different grades. Table 3.4 shows the vacancies filled.

Table 3.4 - Vacancies filled on the establishment of the Rodrigues Regional Assembly

S.N.	Post	No. of applications processed	No. of Vacancies filled
1.	<u>Central Administration</u>		
	- Clerk – Central Administration	436	10
	- Statistical Assistant	21	1
	- Transport Superintendent	1	1
	<i>Finance Cadre</i>		
	- Senior Finance Officer	3	3
	- Finance Officer	21	3
	<i>Industrial Development</i>		
	- Industrial Analyst	25	1
	<i>Cadastral Division</i>		
	- Trainee Surveyor	147	3

S.N.	Post	No. of applications processed	No. of Vacancies filled
2.	Deputy Chief Commissioner's Office <i>Agriculture</i> - Scientific Officer (Agronomy)	10	1
3.	Commission for Arts and Culture, Women's Affairs, Family Welfare, Child Development, And Community Development <i>Arts and Culture</i> - Events Management Officer	25	1
4.	Commission for Education, Employment and Information Technology <i>Education</i> - Primary School Inspector - Audio Visual Assistant - Trainee Teacher	5 1 311	1 1 21
5.	Commission for Health, Co-operatives, Prisons And Reform Institutions and Fire Services <i>Medical And Health</i> - Health Director - Hospital Administrative Assistant - Dental Assistant - Health Care Assistant (General) - Student Pharmacy Dispenser - Telephonist	15 1 223 580 59 212	1 1 1 5 4 1
	TOTAL	2,096	60

3.9 Scarcity Areas

For certain posts which require specialised or technical qualifications, the number of eligible applications are very limited. In some cases, not even a single qualified candidate is available. Table 3.5 gives details of posts for which the Commission faced a scarcity of candidates during 2007.

Table 3.5 - Scarcity Areas

S.N.	Ministry/Department	Post	No. Vacancies	No. of Qualified Candidates
1.	Ministry of Public Infrastructure, Land Transport and Shipping	Assistant Quantity Surveyor	5	0
		Quantity Surveyor	4	4
		Architect	12	4
2.	Ministry of Education & Human Resources	Education Officer -		
		Classical Dance	2	4
		Western Music	6	1
		Music (Oriental) Vocal	1	4
		Tamil	13	9
		Telugu	9	0
		Marathi	6	0
		Mandarin	18	0
		Modern Chinese	1	3
3.	Ministry of Public Utilities	Radiation Protection Officer	2	0
4.	Ministry of Agro-Industry & Fisheries (Agro Industry Division)	Veterinary Officer	2	2
5.	Ministry of Health and Quality of Life	Physiotherapist	2	2
		Occupational Health Physician	2	2
		Ayurvedic Medical Officer	2	2
		Aids Physician	2	2
6.	Ministry of Housing and Lands	Chief Technical Officer	1	7
7.	Rodrigues Regional Assembly	Veterinary Officer	1	1
		Scientific Officer (Animal Husbandry)	2	2

3.10 Interviews

7,624 candidates were convened for interviews held during the year 2007.

3.11 Recruitment Exercises under consideration

At the end of the year 2007, finalisation of recruitment exercises in respect of 66 posts was still ongoing at various stages. Details of these exercises are at **Appendix III**.

3.12 Offers of Appointment/Enlistment

Following selection exercises for the filling of the different vacancies, offers of appointment/enlistment to selected candidates are made through the Responsible Officer concerned. However, in some cases, successful candidates decline or simply do not respond to offers of appointment/enlistment made to them. As a result, the Commissions, upon request from the Responsible Officer concerned, have to make additional offers of appointment/enlistment in replacement of candidates who do not turn up.

A summary of appointments made by the Public Service Commission and the Disciplined Forces Service Commission in the various Ministries/Departments during the period under review is given in Table 3.6 and Table 3.7 respectively.

Table 3.6 - Offers of Appointment/Enlistment made by the Public Service Commission

S.N.	Ministry/Department	Number
1.	National Assembly	1
2.	National Audit Office	1
3.	Prime Minister's Office	
	Cabinet Office	32
	Defence and Home Affairs	1
	Government Information Service	1
	Overseas News Section	1
	Forensic Science Laboratory	1
	Pay Research Bureau	7
	Meteorological Services	8
	Printing Department	3

S.N.	Ministry/Department	Number
4.	Ministry of Civil Service and Administrative Reforms	284
5.	Ministry of Public Infrastructure, Land Transport and Shipping	
	Public Infrastructure Division	12
	National Transport Authority	4
6.	Ministry of Tourism, Leisure and External Communications	4
	Civil Aviation Department	1
7.	Ministry of Finance and Economic Development	40
	Treasury	2
	Registrar General	3
8.	Ministry of Foreign Affairs, International Trade and Cooperation	10
9.	Ministry of Environment and National Development Unit	
	Environment Division	11
	National Development Unit	1
10.	Ministry of Education and Human Resources	971
11.	Ministry of Public Utilities	8
12.	Ministry of Local Government	5
13.	Ministry of Agro Industry and Fisheries	
	Agro Industry Division	95
	Fisheries Division	1
14.	Ministry of Social Security, National Solidarity and Senior Citizens Welfare and Reforms Institutions	9
15.	Ministry of Women's Rights, Child Development, Family Welfare and Consumer Protection	32
16.	Ministry of Labour, Industrial Relations and Employment	6
17.	Attorney-General's Office and Ministry of Justice and Human Rights	2
18.	Ministry of Health and Quality of Life	757
19.	Ministry of Industry, Small and Medium Enterprises, Commerce and Cooperatives	
	Cooperatives Division	1
20.	Ministry of Arts and Culture	16
21.	Ministry of Housing and Lands	18
22.	Ministry of Information Technology and Telecommunications	49
23.	Ministry of Youth and Sports	11
24.	Rodrigues Regional Assembly	113
	TOTAL	2,522

**Table 3.7 - Offers of made by the
Disciplined Forces Service Commission**

S.N.	Department	Number
1.	Mauritius Police Force	500
2.	Mauritius Prison Service	139
3.	Fire Services	18
	TOTAL	657

It is observed that:

- ◆ The highest number of offers of appointment/enlistment was made in the Ministry of Education and Human Resources and in the Ministry of Health and Quality of Life.
- ◆ In the Ministry of Education and Human Resources, offers of appointment/enlistment were made in respect of **477** Trainee Teachers (General), **250** Trainee Teachers for the different Oriental Languages, **100** School Clerks and **52** Education Officers (Pre-vocational). In the Health Sector, **243** Medical Records Assistants, **190** Medical and Health Officers/Senior Medical and Health Officers, **107** Student Nurses, **38** Student Pharmacy Dispensers and **23** Dental Assistants were offered appointment/enlistment.
- ◆ **230** candidates were offered employment as Clerical Officer/Higher Clerical Officer in the Ministry of Civil Service and Administrative Reforms. In the Prime Minister's Office, **10** Senior Assistant Secretaries were offered appointment as Principal Assistant Secretary and **22** appointments were made in the entry grade of Assistant Secretary.
- ◆ Out of **113** offers of appointment/enlistment made to fill vacancies in the Rodrigues Regional Assembly, **41** related to Clerks and **21** to Trainee Teachers.

The highest number of offers of appointment/enlistment made by the Disciplined Forces Service Commission was in respect of the grades of Trainee Police Constable (**500**) and Prisons Officer Grade II (**128**).

Details regarding the number of offers of appointment/enlistment for the filling of vacancies in the different grades on the establishment of the various Ministries/Departments in 2007 by the Public Service Commission and Disciplined Forces Service Commission are at **Appendix IV**.

3.13 Appointment

Appointments at Table 3.8 refer to the appointment in a substantive capacity and on probation, where applicable, of persons either initially appointed in a temporary capacity or enlisted as trainee or student, after a selection exercise carried out by the Commissions. These persons are usually offered such appointment after a period ranging from six months (for temporary appointment) to three years (for students/trainees) as provided in the relevant scheme of service.

Table 3.8 - Appointments made by the Public Service Commission

S.N.	Ministry/Department	Total
1.	The Judiciary	5
2.	Electoral Commissioner's Office	2
3.	Central Tender Board	9
4.	Prime Minister's Office	
	Government Information Service	5
	Pay Research Bureau	1
	Police	2
	Forensic Science Laboratory	4
	Meteorological Services	10
	Printing Department	11
5.	Ministry of Civil Service and Administrative Reforms	81
6.	Ministry of Public Infrastructure, Land Transport and Shipping	31
7.	Ministry of Tourism, Leisure and External Communications	1
8.	Ministry of Finance and Economic Development	60
9.	Ministry of Foreign Affairs, International Trade and Cooperation	6
10.	Ministry of Environment and National Development Unit	
	Environment Division	4
	National Development Unit	4
11.	Ministry of Education and Human Resources	210

S.N.	Ministry/Department	Total
12.	Ministry of Public Utilities	6
13.	Ministry of Local Government	3
14.	Ministry of Agro Industry and Fisheries	28
	Fisheries Division	5
15.	Ministry of Social Security, National Solidarity and Senior Citizens Welfare & Reform Institutions	36
16.	Ministry of Women's Rights, Child Development, Family Welfare & Consumer Protection	11
17.	Ministry of Labour, Industrial Relations and Employment	7
18.	Attorney General's Office and Ministry of Justice and Human Rights	1
19.	Ministry of Health and Quality of Life	426
20.	Ministry of Industry, Small and Medium Enterprises, Commerce and Co-operatives	
	Commerce Division	7
	Co-operatives Division	20
21.	Ministry of Arts and Culture	8
22.	Ministry of Housing and Lands	16
23.	Ministry of Youth and Sports	4
24.	Rodrigues Regional Assembly	42
	TOTAL	1,066

Details in respect of the various grades in which appointments have been made in the various Ministries and Departments are at **Appendix V**.

3.14 Promotion

Appointment to a higher grade is made in accordance with the mode of appointment specified in the Scheme of Service for that grade, that is, either by way of promotion or by way of selection. Table 3.9 provides a summary of the number of officers promoted to a higher grade where the Scheme of Service for that grade provides that the vacancy be filled by way of promotion. The figures relating to the number of officers who are appointed to a higher grade following a selection exercise are included in Table 3.6.

Table 3.9 - Promotions made by the Public Service Commission

S.N.	Ministry/Department	Total
1.	The Judiciary	10
2.	National Assembly	3
3.	National Audit Office	6
4.	Electoral Commissioner's Office	1
5.	Prime Minister's Office	
	Forensic Science Laboratory	2
	Government Information Service	3
	Meteorological Services	4
	Printing Department	5
	Pay Research Bureau	1
	Civil Status Division	3
	Police Department	1
6.	Ministry of Civil Service & Administrative Reforms	8
7.	Ministry of Public Infrastructure, Land Transport & Shipping	21
8.	Ministry of Tourism, Leisure & External Communications	3
9.	Ministry of Finance & Economic Development	47
10.	Ministry of Foreign Affairs, International Trade & Co-operation	2
11.	Ministry of Environment & National Development Unit	
	Environment Division	5
	National Development Unit	6

S.N.	Ministry/Department	Total
12.	Ministry of Education & Human Resources	359
13.	Ministry of Public Utilities	9
14.	Ministry of Local Government	5
15.	Ministry of Agro Industry & Fisheries	
	Agro Industry Division	22
	Fisheries Division	24
16.	Ministry of Social Security, National Solidarity & Senior Citizens Welfare & Reforms Institutions	28
17.	Ministry of Women's Rights, Child Development, Family Welfare & Consumer Protection	1
18.	Ministry of Labour, Industrial Relations & Employment	15
19.	Attorney General's Office & Ministry of Justice & Human Rights	2
20.	Ministry of Health & Quality of Life	202
21.	Ministry of Industry, Small & Medium Enterprises, Commerce & Co-operatives	
	Co-operatives Division	7
	Industry Division	2
	Commerce Division	1
22.	Ministry of Arts and Culture	2
23.	Ministry of Housing and Lands	25
24.	Ministry of Youth and Sports	2
25.	Rodrigues Regional Assembly	28
	TOTAL	865

Table 3.10 - Promotions made by the Disciplined Forces Service Commission

S.N.	Department	Number
1.	Police	12
2.	Prisons	212
3.	Fire Services	15
	TOTAL	239

Appendix VI provides details of the different grades in which the vacancy have been filled by way of promotion, in the various Ministries/Departments.

3.15 Acting appointment and Assignment of duties

Acting appointment is made, where an officer, is, for any reason, unable to perform the functions of his office. In specific circumstances where an acting appointment cannot be made, the Responsible Officer, may in accordance with that regulation, recommend that an officer be assigned the duties of a higher office.

The Public Service Commission, has under section 89(2) of the Constitution, delegated to Responsible Officers, in specific cases, the power to make acting appointment and assignment of duties in their Ministry/Department in respect of grades under their responsibility. All other cases are submitted to the Commissions for approval.

Tables 3.11 and 3.12 show the total number of officers, by Ministry / Department, whose acting appointment/assignment of duties has been approved by the Public Service Commission and the Disciplined Forces Service Commission respectively.

Table 3.11 - Acting Appointment and Assignment of duties approved by the Public Service Commission

S.N.	Ministry/Department	Assignment of Duties	Acting Appointment
1.	The Judiciary	10	1
2.	Prime Minister's Office		
	Forensic Science Laboratory	1	1
	Meteorological Service	7	8
	Printing Department	6	9
	Police Department	1	-
	Government Information Service	1	-
3.	Ministry of Public Infrastructure, Land Transport and Shipping	8	3
4.	Ministry of Tourism, Leisure & External Communications	2	5
5.	Ministry of Finance and Economic Development	24	5
6.	Ministry of Foreign Affairs, International Trade and Cooperation	1	-
7.	Ministry of Environment and National Development Unit		
	Environment Division	11	-
	National Development Unit	-	3
8.	Ministry of Education and Human Resources	41	4
9.	Ministry of Public Utilities	3	1
10.	Ministry of Local Government	1	1
11.	Ministry of Agro Industry and Fisheries		
	Agro Industry Division	28	7
	Fisheries Division	1	-
12.	Ministry of Social Security, National Solidarity and Senior Citizens Welfare & Reform Institutions	3	2
13.	Ministry of Labour, Industrial Relations and Employment	14	1
14.	Ministry of Health and Quality of Life	44	25

S.N.	Ministry/Department	Assignment of Duties	Acting Appointment
15.	Ministry of Industry, Small and Medium Enterprises, Commerce and Cooperatives		
	Industry Division	3	-
	Commerce Division	4	-
	Co-operatives Division	8	-
16.	Ministry of Arts and Culture	3	-
17.	Ministry of Housing and Lands	2	3
18.	Ministry of Information Technology and Telecommunications	2	-
19.	Ministry of Youth and Sports	2	-
20.	Rodrigues Regional Assembly	19	12
	TOTAL	250	91

Table 3.12 - Acting Appointment and Assignment of duties approved by the Disciplined Forces Service Commission

S.N.	Department	Total
1.	Mauritius Police Force	1
2.	Mauritius Prison Service	146
3.	Fire Services	99
	TOTAL	246

3.16 Confirmation

In accordance with regulations, all first appointments to pensionable offices are on twelve months' probation.

In 1984, the Public Service Commission delegated to Responsible Officers the power to confirm officers in their office on completion of the probationary period. In cases where officers cannot be confirmed in their office on account of valid reasons which might entail an extension of probationary period, the matter is referred to the Commission.

No recommendation to that effect has been received from Responsible Officers in 2007.

The Disciplined Forces Service Commission has approved the confirmation and extension of probationary period of members of the Disciplined Forces as shown in Table 3.13.

Table 3.13 – Confirmation of Appointments

S.N.	Department	Total
1.	Mauritius Police Force	-
2.	Mauritius Prison Service	1
3.	Fire Services	30
	TOTAL	31

3.17 Retirement

An officer may, upon approval of the Commissions, retire as follows –

- (a) in special cases on reaching the age of 50;
- (b) after reaching the age of 45, provided he has completed 10 years' pensionable service;
- (c) on the ground of marriage (for female officers only);
- (d) on medical grounds;
- (e) in the case of any member of a disciplined force or any officer of the Rehabilitation Youth Centre, with the approval of the Disciplined Forces Service Commission, on or after completing, in the aggregate, 25 years' of pensionable service in the disciplined force or in a Rehabilitation Centre, as the case may be; and
- (f) on abolition of office.

Table 3.14 shows the number of retirements approved by the Public Service Commission.

Table 3.14 - Retirements approved by the Public Service Commission

Retirement		Number
1.	Special Case – 50 years	85
2.	Age – 45 years and 10 years pensionable service	8
3.	Marriage	39
4.	Medical	23
	TOTAL	155

Table 3.15 shows the number of retirements approved by the Disciplined Forces Service Commission.

Table 3.15 - Retirements approved by the Disciplined Forces Service Commission

Retirement		Number
1.	Special Case – 50 years	2
2.	Age – 45 years and 10 years pensionable service	1
3.	Marriage	2
4.	Medical	4
5.	Length of Service	29
TOTAL		38

3.18 Scheme of Service

A Scheme of Service is the official document specifying the salary, qualifications, duties and responsibilities of, and, where appropriate, the mode of appointment to a public office. The agreement of the Commission is required for each Scheme of Service before it is prescribed in its official form by the Ministry of Civil Service and Administrative Reforms.

A Scheme of Service is prescribed for the first time for a newly created post and may be amended as and when required. During 2007, the Public Service Commission considered and gave its agreement to Schemes of Service for 90 grades in various Ministries/ Departments as shown in Table 3.16.

Table 3.16- Schemes of Service agreed upon by the Public Service Commission

S.N.	Ministry/Department	Total
1.	The Judiciary Senior Court Usher Principal Court Usher Chief Court Usher Court Officer Senior Court Officer Principal Court Officer	6
2.	National Assembly Clerk Assistant	1
3.	Prime Minister's Office Monitoring and Evaluation Specialist National HIV/AIDS Coordinator Government Information Service Audio Visual Production Officer Senior Audio-Visual Production Officer Head Audio-Visual Production Officer	5
4.	Ministry of Public Infrastructure, Land Transport and Shipping Stores Attendant Technical and Mechanical Officer Chief Painter Laboratory Attendant	4
5.	Ministry of Tourism, Leisure and External Communications Civil Aviation Department Air Traffic Control Assistant Trainee Air Traffic Control Officer Trainee Technician	3

S.N.	Ministry/Department	Total
6.	Ministry of Finance and Economic Development Finance Officer Senior Finance Officer Internal Controller Senior Internal Controller Higher Purchasing and Supply Officer Senior Purchasing and Supply Officer	6
7.	Ministry of Foreign Affairs, International Trade and Co-operation First Secretary	1
8.	Ministry of Education and Human Resources Graphic Artist Co-ordinator, Health and Anti-Drug	3
9.	Ministry of Public Utilities Lorry Loader	1
10.	Ministry of Local Government Assistant Inspector of Works	1
11.	Ministry of Social Security, National Solidarity and Senior Citizens Welfare and Reform Institutions Psychologist (Clinical and Social) Social Security Attendant Driver (Ordinary Vehicles up to 5 tons) Principal Female Officer, (RYC) Chief Female Officer, (RYC) Female Assistant Superintendent, (RYC) Clerk Assistant	7
12.	Ministry of Women's Rights, Child Development, Family Welfare and Consumer Protection Care Worker	1
13.	Ministry of Labour, Industrial Relations and Employment Shorthand Writer	1

S.N.	Ministry/Department	Total
14.	Attorney General's Office and M/Justice and Human Rights Registrar (Legal Assistant Cadre)	1
15.	Ministry of Health and Quality of Life Principal Dental Surgeon Trainee Speech and Hearing Therapy Assistant Catering Supervisor Senior Radiographic Assistant Medical Laboratory Technician Regional Nursing Administrator Pathological Laboratory Assistant Senior Pathological Laboratory Assistant Principal Pathological Laboratory Assistant Nuclear Medicine Technologist Consultant (Orthodontics) Clinical Psychologist Deputy Chief Nursing Officer Clinical Scientist (Biochemistry) Senior Clinical Scientist Chief Clinical Scientist Principal Pharmacy Dispenser Clinical Psychologist Director, Pharmaceutical Services Principal Pharmacist Senior Pharmacist Nursing Administrator (Male) Nursing Administrator (Female) Chief Clinical Scientist Community Health Rehabilitation Officer Supervisor, Community Health Rehabilitation Officer	26

S.N.	Ministry/Department	Total
16.	Ministry of Industry, Small and Medium Enterprises, Commerce and Co-operatives Assistant Controller of Assay Commerce Division Assistant Commercial Officer Commercial Officer Senior Commercial Officer Officer-in-Charge, Import Division Co-operatives Division Senior Co-operative Officer Principal Co-operative Officer	7
17.	Ministry of Arts and Culture Projectionist National Archives Conservation Assistant Audio-Visual Technician (Operations)	1 2
18.	Ministry of Housing and Lands Town and Country Planning Officer Secretary, Planning Appeals Tribunal Secretary, National Planning and Development Commission	3
19.	Ministry of Youth and Sports Coach Technician (Youth and Sports)	2
20.	Rodrigues Regional Assembly Trainee Assistant Inspector of Works Lorry Loader Nursing Officer Senior Radiographic Assistant Psychologist (Community Development and Poverty Alleviation) Pharmacist Technician (Youth and Sports) Internal Controller	8
	TOTAL	90

In the case of the Disciplined Forces, agreement of the Disciplined Forces Service Commission was conveyed in respect of 3 grades as outlined in Table 3.17.

Table 3.17 - Schemes of Service agreed upon by the Disciplined Forces Service Commission

S.N.	Mauritius Prison Service
1.	Senior Officer Cadet (Male/Female)
2.	Chief Prisons Welfare Officer
3.	Principal Prisons Welfare Officer

3.19 Delegation of power

The Public Service Commission is empowered, under Section 89(2) of the Constitution, to delegate to Responsible Officers the power, inter alia, to appoint public officers. Delegation of power is generally granted, on request and under well defined conditions, in respect of grades falling in the Workmen's Group, for example, General Worker, Driver, Watchman. These categories of employees are offered appointment on a temporary basis initially and are subsequently appointed on a permanent basis. Responsible Officers have been granted the power of appointment in the Workmen's Group in 23 cases in 2007. Details are shown in Table 3.18.

Table 3.18 - Approval of Delegation of power of appointment in respect of Workmen's Group

S.N.	Ministry/Department	Total
1.	Prime Minister's Office General Assistant	1
	Police Lorry Loader	1
2.	Ministry of Public Infrastructure, Land Transport and Shipping Mechanic (Works) Mason (Works) Carpenter (Works) Watchman (Works) Welder (Works) Panel Beater (Works) General Worker (Works) Workshop Supervisor	8
3.	Ministry of Environment and National Development Unit General Assistant	1
4.	Ministry of Education and Human Resources General Assistant	1
5.	Ministry of Public Utilities Assistant Driller	1
6.	Ministry of Local Government General Assistant	1
	Fire Services General Assistant	1
7.	Ministry of Agro Industry and Fisheries General Assistant	1
8.	Ministry of Social Security, National Solidarity and Senior Citizens Welfare & Reform Institutions General Assistant	1
9.	Ministry of Health and Quality of Life General Assistant Handy Worker (Skilled) (Health) Handy Worker (General) (Health)	3

S.N.	Ministry/Department	Total
10.	Ministry of Arts and Culture Attendant (CLAC)	1
11.	Ministry of Youth and Sports Driver (on roster day and night) General Assistant	2
	TOTAL	23

Delegation of power is also granted in respect of employment on contract, specially in cases where due to lack of qualified candidates, vacancies cannot be filled in the normal manner, or for short-term projects. Responsible Officers are also granted delegation of power to recruit persons on a sessional or part-time basis, for example, the recruitment of medical practitioners for the Ministry of Health and Quality of Life and the Ministry of Social Security, National Solidarity and Senior Citizens Welfare & Reform Institutions and supply teachers for the Ministry of Education and Human Resources. The delegation of power is made under specific conditions with which the Responsible Officers must strictly comply.

3.20 Discipline

The Commissions have the constitutional power to exercise disciplinary control over all public officers. It is the responsibility of the Commissions to exercise such power in all fairness over each accused officer within the parameters laid down in the PSC and the DFSC Regulations, as appropriate.

Serious offences are referred to the Commissions which, after considering the report of the Responsible Officer, may appoint a three-member Committee of Inquiry and, in the light of its findings, dismiss the officer or retire him in the interest of the public service or decide to inflict a lesser punishment.

Moreover, the Commissions may, as a result of disciplinary proceedings subsequent to a conviction in a court of law, inflict punishments ranging from a reprimand to dismissal from the service.

Responsible Officers of Ministries/Departments may, without reference to the Commissions, institute disciplinary proceedings against a public officer, under the appropriate regulations, for minor offences and in cases of misconduct which are not serious enough to warrant dismissal or retirement in the interest of the public service. They may inflict punishments such as reprimand, severe reprimand, deferment or stoppage of increment for a period not exceeding one year, suspension from work for a period of not less than one day and not more than 14 days, stoppage of salary for absences without authorisation and deduction of salary for persistent lateness.

Figure 3.2 shows the number of punishments inflicted by the Public Service Commission during 2007.

Figure 3.2 - Punishments Inflicted by the Public Service Commission

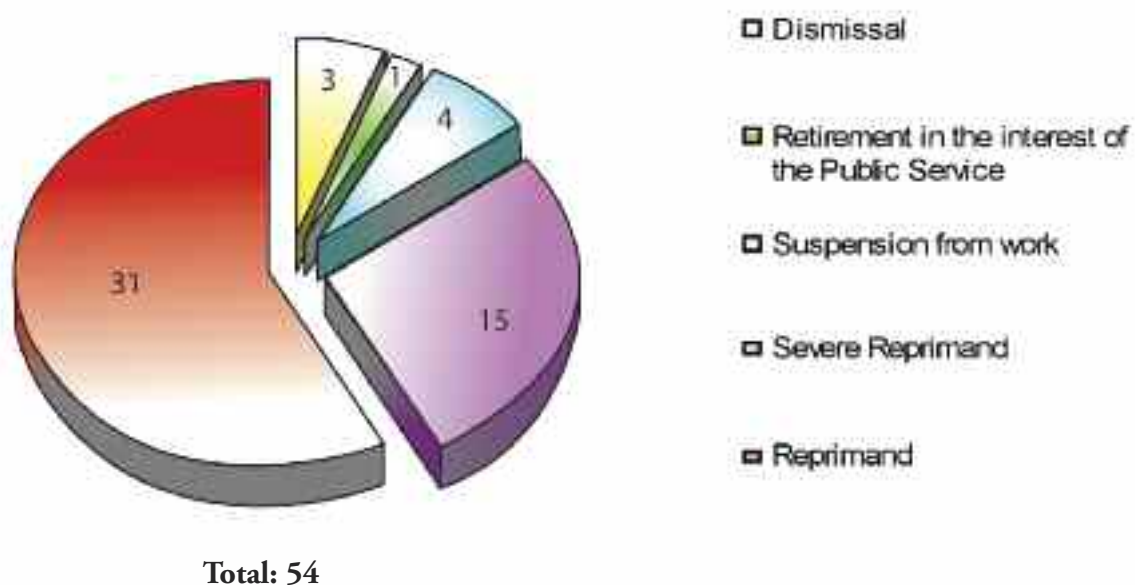
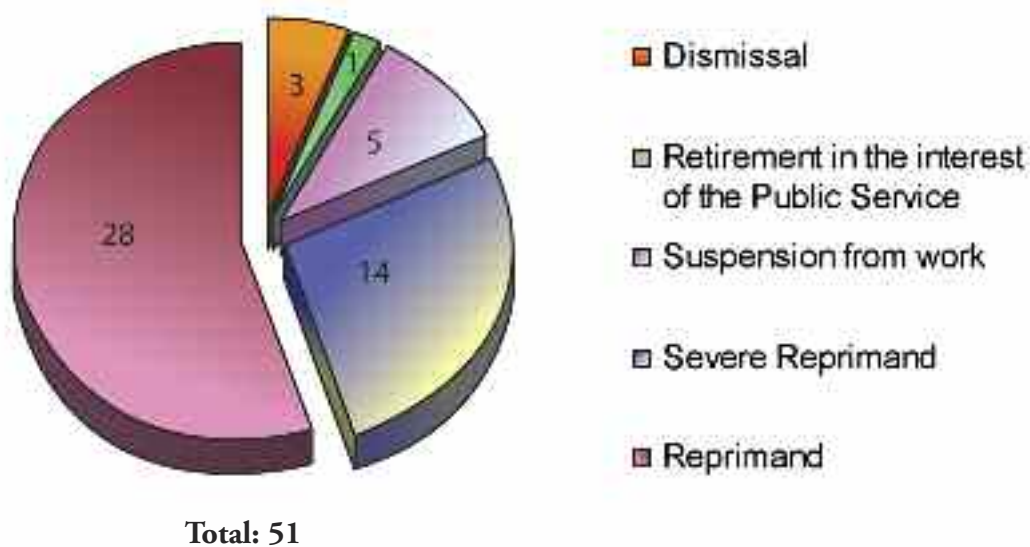


Figure 3.3 shows the number of punishments inflicted by the Disciplined Forces Service Commission during 2007.

Figure 3.3 Punishments Inflicted by the Disciplined Forces Service Commission



3.20.1 Post Declared Vacant

The Public Service Commission also declared vacant the offices held by **68** public officers who were absent from duty or who had failed to return to duty on expiry of leave granted.

3.20.2 Summary Dismissal

18 officers were summarily dismissed by the Disciplined Forces Service Commission for being absent from duty without leave or for failure to return to duty on expiry of leave.

3.20.3 Interdiction and Reinstatement

The decision to interdict officers from the exercise of the powers and functions of their office rests with the Responsible Officer and is subject to the covering authority of the appropriate Commission.

The Public Service Commission and the Disciplined Forces Service Commission gave their covering authority for the interdiction of **22** and **45** officers respectively during 2007.

Where a public officer who is under interdiction is acquitted of a charge levelled against him, the officer is reinstated. In 2007, **8** officers were reinstated by the Public Service Commission and **28** by the Disciplined Forces Service Commission.

3.20.4 Appeal

Regulation 42B(1)(a) and Regulation 42B(2) of the PSC Regulations provide for appeal. Aggrieved officers may appeal, in writing, to the Commission against the decision of a Responsible Officer or the Secretary to Cabinet and Head of the Civil Service or the Commission to inflict a punishment, within 21 days of the notification of the punishment. After considering the ground of appeal, the Commission may approve, vary or remit the punishment.

In 2007, **7** appeals were dealt with following which the punishment inflicted was maintained in **5** cases. In the remaining **2** cases, the punishment was remitted.

In the case of the Disciplined Forces Service Commission, Regulation 42 of the DFSC Regulations provides for appeal to the Commission against the punishment inflicted by a Responsible Officer under delegated powers. In 2007, no appeal was made to the Commission.

3.20.5 Representations

The Commissions received representations from aggrieved officers relating to appointment, promotion exercises, seniority and conditions of service. **55** such cases were dealt with by the Public Service Commission and **10** by the Disciplined Forces Service Commission.

3.21 Court Cases

Officers aggrieved by decisions of the Commissions may seek redress by applying for judicial review to the Supreme Court.

Table 3.19 shows the position regarding court cases entered against the Public Service Commission in 2007.

Table 3.19 - Court Cases against the Public Service Commission

	Number
Cases pending at the beginning of the year	13
Cases lodged for review during the year	18
Total	31
Cases where leave was refused	1
Cases withdrawn	-
Cases where an agreement was reached	1
Cases set aside/dismissed/struck out	2
Cases where PSC was put out of cause	2
Cases where Commission's decisions were quashed	-
Cases pending at the end of the year	25

Table 3.20 shows the position regarding court cases entered against the Disciplined Forces Service Commission in 2007.

Table 3.20 - Court Cases against the Disciplined Forces Service Commission

	Number
Cases pending at the beginning of the year	6
Cases lodged for review during the year	1
Total	7
Cases where leave was refused	3
Cases withdrawn	-
Cases where an agreement was reached	-
Cases set aside/dismissed/struck out	1
Cases where DFSC was put out of cause	-
Cases where Commission's decisions were quashed	-
Cases pending at the end of the year	3

3.22 Transfer

The Commissions approve temporary/permanent transfer to, organisations defined as an approved service, or an institution having legal existence, and between Ministries/Departments. The transfer of **434** officers was approved by the Public Service Commission and **13** by the Disciplined Forces Service Commission. Table 3.21 and Table 3.22 show details regarding the cases approved in 2007.

Table 3.21 - Transfers approved by the Public Service Commission

Transfer to Approved Service	No. of Cases
Temporary	103
Permanent	131
Total	319
Transfer between Ministries/Departments	
Temporary	103
Permanent	12
TOTAL	115

Table 3.22 - Transfers approved by the Disciplined Forces Service Commission

	No. of Cases
Temporary	5
Permanent	8
TOTAL	13

3.23 Reversion

The Public Service Commission often has to consider applications for reversion from officers already holding a substantive appointment in a post in the public service and who subsequently apply for and are offered a temporary appointment in another post. These officers may be unable to adapt to their new work environment or prefer to return to their previous post. **42** cases of reversion were processed by the Public Service Commission, out of which **37** were approved.

3.24 Scholarship/Sponsorship

The approval of the appropriate Commission is required where an officer is nominated for sponsorship/scholarship to follow an approved course which is likely to enhance his/her promotion prospect. The Public Service Commission and the Disciplined Forces Service Commission approved **22** and **4** such cases respectively for the period under review.

CHAPTER FOUR

Modernisation and Reforms at the Public and Disciplined Forces Service Commissions



With a view to improving the operational effectiveness and efficiency for enhanced quality service delivery, this Office has embarked on a series of modernisation and reform initiatives namely, the renovation of an old office building, the implementation of the second phase of the computerisation project, application for ISO Certification, preparation of Performance Based Budget, the review of the PSC Regulations, compliance with provisions of the Public Procurement Act 2006, among others.

Some of these initiatives focus on the specific activities of one or two sections while others cut across all sections and Divisions with the ultimate aim of improving the overall organisational efficiency and effectiveness.

4.1 Renovation Works in the Old Building

The Public and Disciplined Forces Service Commissions embarked on the renovation of one of its buildings which dates back to 1923 so as to provide officers with a more modern and conducive working environment.

Tenders were launched by the Ministry of Public Infrastructure, Land Transport and Shipping on 1 June 2007 and the contract was awarded on 17 July 2007. The renovation works started on 9 August 2007 and are expected to be completed by the end of June 2008.

The Office building under Renovation



4.2 Computerisation Project

Nowadays, with a view to enhancing the overall performance of their processes and systems and for speedier decisions, the adoption and use of Information & Communication Technologies (ICT) have become a must in most organisations including public sector institutions.

This Office started with Phase I of the Computerisation Project in 1992 which consisted of improving the overall operational and administrative efficiency of the organisation so as to better respond to the requests of Ministries/Departments and other stakeholders in a timelier manner. In the first phase the scope of the project was limited to the Recruitment Division, Scrutiny Division A and Registry.

The Public and Disciplined Forces Service Commissions are now in the second phase of the Computerisation Project and the scope of the project has been broadened to cover Scrutiny Division B, Disciplined Forces Division and the Direct Cases Unit, as well as the Personnel Section. The work processes being computerised in the first phase are also being re-examined and improved.

In 2007, this Office completed the commissioning of hardware, consisting of a new server, Personal Computers and peripherals costing approximately Rs 5 millions. Moreover, the State Informatics Limited (SIL) developed a new application software which is an integrated one linking the five sections through a Local Area Network (LAN).

It is expected that the Computerised Project will entail the following benefits:

- (i) officers will be working in a more secure intranet system with access to the internet;
- (ii) enhanced operational and administrative efficiency;
- (iii) provision of better service to the customers;
- (iv) easier and quicker retrieval of files;
- (v) easier monitoring/follow up of the processing of files; and
- (vi) production of reports and compilation of statistics.

User acceptance testing as well as training on the different modules pertaining to the various sections/divisions were conducted during the last quarter of 2007. It is expected that the project will be completed by June 2008.

4.3 Amendments to the Public Service Commission Regulations 1967

The Commission is in the process of reviewing the Public Service Commission Regulations in the light of developments which have occurred over the years. In fact, in the course of decision making, the Commission gives certain instructions through PSC Circulars which are issued from time to time and although these are not incorporated in the Regulations, they become part of the general rules of practice which the Commission adopts. In addition, it has been noted that a few court judgments against the PSC were delivered in a strict interpretation of the PSC Regulations.

In this context, the Commission had set up, since March 2004, a committee comprising officers at senior management level to look into the amendments that need to be brought to the Regulations so that they reflect clearly the principles as well as the practices of the Commission and are not open to misinterpretations.

The Regulations also had to be amended to enable statutory professional bodies to enquire and report into alleged misconduct against public officers who are also registered as members of such bodies in line with Government Policy and the enactments of these statutory bodies.

In view of the magnitude and delicate nature of this task, the Committee has been working constantly on these amendments and several drafts have been submitted to and discussed with the Commission. Following approval of the Commission, these were then forwarded to the State Law Office for vetting and several meetings have been held with the Solicitor-General to thrash out issues and to agree on the exact phraseology of the amendments.

This task is now nearing completion and the State Law Office is in the process of fine tuning the proposed amendments before they are submitted to the Secretary to Cabinet and Head of the Civil Service for his comments and discussions with the Ministry for Civil Service and Administrative Reforms on the consequent implications.

4.4 Mauritian Standards ISO 9001:2000 Quality Management System

For any system to be effective, it needs to be well documented, continuously evaluated, commonly understood, implemented and upgraded. This requirement is specifically met by the ISO 9000 series of Quality System and Standards developed by the International Organisation for Standardisation.

MS ISO 9001:2000 specifies the requirements for a quality management system for any organisation wishing to demonstrate its ability to consistently deliver a product or service that meets customer and applicable regulatory requirements and aims at enhancing customer satisfaction through the effective implementation of the system.

With a view to reaping the benefits of being an ISO certified organisation, the Public & Disciplined Forces Service Commissions have embarked on the ISO 9001:2000 project in October 2007. This project has provided the opportunity to review and systematically document processes in all Divisions/ Sections. It is expected that the Commissions will secure the ISO certification by the end of June 2008.

4.5 The Medium Term Expenditure Framework & Programme Based Budgeting

The Medium Term Expenditure Framework (MTEF) is one of the latest reforms to public expenditure management in developing countries. It defines priorities and articulates strategies for the medium term while respecting a notional aggregate expenditure envelope. The formulation and implementation of MTEF in Mauritius will extend over a period of three years.

As from 2007, in line with the major civil service reforms, the MTEF has brought a fundamental change to the budget preparation process. There has been a shift from the traditional line-item approach to a programme based approach to ensure that resources were being used efficiently and effectively.

The Programme Based Budget (PBB) is embedded within the MTEF to change the focus of the budgetary process from an input-based annual activity to a programme based multi-annual exercise. With PBB, there is a more strategic approach to the allocation of resources which is

linked to the organisation's objectives over the medium term. Moreover, greater emphasis is laid on the performance and achievement of organisational objectives with focus on measurable outcomes, specific objectives, outputs and performance indicators.

In 2007, the Public and Disciplined Forces Service Commissions were among the few pilot Ministries/ Departments to prepare, alongside the traditional budget, an Indicative Performance Based Budget.

4.6 The Public Procurement Act 2006

Since 2000, the Government started public procurement reforms with a view to, inter alia, maximising economy and efficiency in public procurement, promoting integrity, fairness, accountability and public confidence in the procurement process and achieving transparency in the procedures, process and decisions relating to public procurement.

The outcome has been the enactment of a new Public Procurement Act 2006 which became effective on 17 January 2008. The new Public Procurement Act provides a modern procurement system that promotes competition, transparency and accountability. Officers attended various sensitisation sessions which aimed at preparing/facilitating the process of compliance with provisions of the new legislation.

4.7 Electronic Attendance System

In line with the recommendation of the Pay Research Bureau 2003 Report, the Electronic Attendance System would have to be adopted by all Ministries/Departments in order to ensure the accurate monitoring of the time of arrival and departure as well as the time of absence from office.

In fact, the Electronic Attendance System is a multi-lateral system which records electronically the arrival and the departure times of the officers.

The system would –

- ◆ enable the organisation to keep an accurate record of the attendance of officers
- ◆ enable fast and efficient computation of additional hours of work (e.g overtime) as well as absences/lateness of officers
- ◆ be particularly useful for human resource planning and coordination purposes by management
- ◆ usher a culture for more self discipline, responsibility and accountability of officers

This Office has embarked on the project since August 2007 and the system is expected to become operational by the end of June 2008.

4.8 Central Personnel System (CPS)

The Central Personnel System is an on-line interactive computerised system set up to enhance human resource management. It consists of a Personnel Data Bank relating to, inter alia, appointment, promotion, schemes of service, different types of leave, passage benefits, allowances, retirement, etc.

The implementation of the system will result in a better monitoring of the workforce, processing of letters and reports, thus making an effective contribution to the objectives of the organisation and to the fulfillment of social responsibilities.

4.9 Performance Management System (PMS)

In its 2003 Report, the Pay Research Bureau recommended the introduction of a new Performance Management System (PMS) in the Public Service to inculcate a performance-oriented culture among public officers, so that they can focus on results and improve delivery of services.

The Performance Management System has been designed to improve performance by understanding and managing performance within an agreed framework of planned goals, objectives and standards which will be used as measures for feedback and performance evaluation. The system, which enlists the participation of employees, improves communication and motivates employees.

Government has set the target for the implementation of the PMS across the Civil Service by December 2008. The Public and Disciplined Forces Service Commissions will start implementing the PMS in July 2008.

4.10 Forthcoming Projects

4.10.1 *Improvement to Customer Care Area*

In line with the implementation of the Government Programme 2005 – 2010 – “Putting People First” – and to meet the growing demand for better quality and timely services from citizens and the businesses, the Ministry of Civil Service and Administrative Reforms launched a Scheme – “Improvement of Counter/Customer Services” – to enhance the level of counter/customer services provided by the Public Service.

In this context, the Public and Disciplined Forces Service Commissions took advantage of the Scheme in 2006 to improve the then Form Distribution Counter.

In 2007, the Commissions again put up to a Project proposal under the Scheme to further improve its Customer Care Area. In fact, it was noted that there were shortcomings whereby applicants and job seekers had to endure several hardships while collecting application forms or reading advertisements on the notice board especially during bad weather.

The objectives of the project would be to provide a sheltered and comfortable space to the public for reading of advertisements and collecting application forms especially on rainy days and to adopt a more customer-centric approach by providing some basic amenities.

4.11 Training of Staff

In line with its vision and mission, this Office is committed to the training and development of its staff both as a means of career development and productivity improvement, so as to enable the organisation and also the public service to meet current and future challenges in this rapidly changing global environment.

As recommended by the Pay Research Bureau Report 2003, this Office has established a Training Committee comprising the relevant Head of Sections / Divisions to identify the training needs of staff and cater for same. It is to be noted that the Public and Disciplined Forces Service Commissions is mostly staffed with officers of the General Services Cadre for whom training is catered for centrally by the Ministry of Civil Service and Administrative Reforms. Training sessions are therefore organised in close consultation with the Ministry so as to avoid duplication and to maximise on training opportunities.

The training courses/awareness sessions held for members of the staff during the year 2007 are listed in Table 4.1.

Table 4.1 - Training courses/Awareness sessions

S.N.	Training Courses/ Awareness Sessions/ period	Officers who benefited	Organising Body
1.	Public Relations and Customer Care <i>February/March/April</i>	- Receptionist/ Telephone Operator - Office Attendants	Ministry of Civil Service and Administrative Reforms
2.	IC3 (Excel, Word, Powerpoint, etc) <i>April/July</i>	- Word Processing Operators - Confidential Secretaries - Clerical Officers/Higher Clerical Officers	Public and Disciplined Forces Service Commissions in collaboration with the National Computer Board
3.	IT Security <i>14 June</i>	All staff members	Public and Disciplined Forces Service Commissions in collaboration with the IT Security Unit of Ministry of Information Technology and Tele- communications
4.	International Training Programme on Human Resource Planning and Development (India) <i>16 July to 10 September</i>	Chief Personnel Officer	Indian Technical and Economic Cooperation / Special Commonwealth African Assistance Plan Programme

S.N.	Training Courses/ Awareness Sessions/ period	Officers who benefited	Organising Body
5.	Working Session on Prevention and Education Campaign against Corruption 18 October	All staff members	Public and Disciplined Forces Service Commissions in collaboration with the Independent Commission Against Corruption (ICAC)
6.	Awareness Session /Presentation on ISO 9001:2000 7 November	All staff members	Public and Disciplined Forces Service Commissions in collaboration with Mauritius Standards Bureau
7.	Central Personnel System 19 – 28 November	Executive Officer, Personnel Section	Ministry of Civil Service and Administrative Reforms
8.	Medium Term Expenditure Framework/ Programme Based Budgeting (MTEF/PBB) November/ December	Secretary, Public & Disciplined Forces Service Commissions Principal Assistant Secretary Assistant Secretary Chief Personnel Officer Senior Finance Officer Assistant Finance Officer	Ministry of Finance and Economic Development
9.	Training in connection with computerisation project (2 nd phase) November/December	Officers of – Registry DFSC & Direct Cases Unit Scrutiny 'A' & 'B' Confidential Section Recruitment	Public and Disciplined Forces Service Commissions in collaboration with the State Informatics Limited

4.12 Missions/Seminars/Workshops

During the year 2007, the Chairman of the Public and Disciplined Forces Service Commissions and senior officers attended the following missions/seminars –

Table 4.2 - Missions/Seminars/Workshops

S.N.	Mission/Seminar/Workshop/	Attended by	Objective/Terms of Reference of Mission/Seminar/Workshop
1.	Commonwealth Advanced Seminar on Leadership and Change in the Public Sector Wellington, New Zealand 19 February – 02 March	Chairman, Public and Disciplined Forces Service Commissions	To enable participants to focus on their national agendas for public sector reforms and their own roles in achieving these objectives.
2.	29 th African Association for Public Administration and Management (AAPAM) Round Table Conference (Under AAPAM Young Professionals Programme) Mbabane, Swaziland 3 – 7 September	Assistant Secretary	To provide opportunities to young members in the Public Services of Commonwealth African Countries for inter-generational knowledge transfer through interaction, networking, sharing of knowledge and learning experiences by participating in the AAPAM Round Table Conference.
3.	Seminar on Public Administration for African Countries Beijing, China 15 – 29 October	Principal Assistant Secretary	To familiarize participants with the administrative as well as the political system of China
4.	Secretaries Meeting to discuss the format of a Forum/Association of African Public Service Commissions and Other Appointing Commissions South Africa 20 – 22 November	Secretary, Public and Disciplined Forces Service Commissions	To prepare a technical working document for the next meeting of Chairmen of Public Service Commissions and Other Appointing Commissions scheduled for April 2008 in Kampala, Uganda.

4.13 Miscellaneous

4.13.1 *Participation in the Public Service Excellence Award 2007*

The Public and Disciplined Forces Service Commissions participated in the Public Service Excellence Award Scheme in 2007. The Scheme was launched by the Ministry of Civil Service and Administrative Reforms in 2006 and its aim was to honour and recognize the efforts of Ministries/Departments or Units/Divisions that have excelled, through the use of innovative management tools and techniques, to bring about marked improvements in the delivery of public services.

4.13.2 *Setting up of an Ethical Standards Management Committee*

The New 'Code of Ethics for Public Officers' was officially launched by the Ministry of Civil Service and Administrative Reforms on 3 May 2007. It sets out the ethical standards of behaviour and conduct expected of Public Officers as well as the guiding principles for consolidating and enhancing values that inspire trust and confidence in the integrity of Public Officers.

The New 'Code of Ethics for Public Officers' also lays emphasis on the importance of a responsible, responsive and caring behaviour among public officers as well as the need for providing high quality services and the creation of a culture of excellence in the public service.

As the management of ethics is an essential component for the promotion of good governance, an **Ethical Standards Management Committee** has been set up with a view to maintaining a high standard of conduct at the Public and Disciplined Forces Service Commissions.

4.14 The Public Service Commission Staff Welfare Association

The Public Service Commission Staff Welfare Association (PSCSWA) was set up in 1993 and is affiliated to the Public Officers' Welfare Council since 1994. It has participated in many activities organised by the Council especially in football tournaments and the Civil Service Kermesse.

The PSCSWA has one hundred members and its main source of revenue is a monthly subscription fee. Its main objective is to cater for the welfare of all its members and it is very active in organising sports, leisure and recreational activities such as indoor and outdoor game tournaments, outings, family day, mid-year lunch, culinary exhibition, donation at charitable institutions, blood donation and medical screening, children's day/end of year party and farewell parties for officers going on retirement. The Association also offers gifts to members on occasions such as weddings, birth of a child in a member's family, posting to other Ministries/ Departments.

The Association organised/participated in the following activities for the period January 2007 to December 2007:

- ◆ **Blood Donation** – A talk on blood donation was held at this office to sensitize participants before the donation which was held on 22 February 2007. 48 members participated in the blood donation.

- ◆ *Medical Screening* – A medical screening exercise to detect Non-Communicable Diseases was held on 23 and 26 February 2007 for the staff.
- ◆ *Mid Year Lunch* – The Association organised its Mid Year Lunch on 12 September 2007.
- ◆ *Civil Service Kermesse* – Staff participated in the Civil Service Kermesse which was held on 4 November 2007 at Gymkhana Playground. A certificate of participation was handed over to them.
- ◆ *Children's Party* – A Children's Party was held in December 2007 and Christmas gifts were distributed to the child/children of every member.
- ◆ *End of Year Party* – The Association organised the end of year party in December 2007 for all staff.

Activities of the PSC Staff Welfare Association

Children's party organised on Christmas Eve



Blood Donation





*Activities organised during the
Civil Service Kermesse*



Concluding Note

The Commissions will continue to play a critical and vital role in shaping the public service by doing their best to identify qualified persons with the right attitude and a good sense of public service values.

The Secretariat will diligently continue to provide its unflinching support in terms of advice, logistics and other resources for the smooth running of the Commissions, the more so as the workload is expected to increase significantly following the publication of the Pay Research Bureau Report in May 2008.

The Commissions are fully committed to create a culture of excellence within the organisation as evidenced by their heartfelt support for reform initiatives which are already under way and which are being actively implemented by the Secretariat.

Finally, the Commissions are also conscious of the fact that there are many areas in which experiences, information and knowledge can be shared with Public Service Commissions and other Appointing Bodies worldwide. The Commissions have already embarked on exchanges with public service commissions in the region through participation in conferences/ seminars organised by international organisations such as the Commonwealth Association for Public Administration and Management and the African Association for Public Administration and Management. Therefore, in its endeavour to promote fruitful exchanges with such institutions, the Commissions as well as the Secretariat will continue to play a proactive and dynamic role by further consolidating the network for the mutual benefits of all these institutions.

APPENDICES



APPENDIX I**List of Chairmen who served the Commissions**

Neil A.C. WEIR, C.M.G	1955-1960
William Stanley MORGAN, C.M.G	1960-1969
Shunmoogum MOOTOOSAMY, C.M.G	1970-1973
Adamjee Elahee DOOMUN, C.M.G., M.B.E	1973-1977
Ramkwar GOPAUL, C.M.G.	1977-1982
Tooblall HAWOLDAR	1982-1983
Bramduth GHORAH, C.M.G., M.V.O	1983-1984
Sahadeo MAUDHO, M.B.E.	1984-1986
Vishvanaden SOOBEN, C.M.G., G.O.S.K	1986-1997
Bramduth GHORAH, C.M.G., M.V.O	1997-2000
Uttama BISSOONDOYAL	2000-2003
Loganarden RAMSAMY, G.O.S.K	2003-2005

APPENDIX II

List of Officers who served the Commissions as Secretary

1.	Mr Louis Raymond DUVERGE, M.B.E	1955 - 1965
2.	Mr Pierre Georges BOUTON	1965 - 1968
3.	Mr Jacques CARVER	1968 - 1972
4.	Mr Jules Clément KHOODHOO	1972 - 1973
5.	Mr Philippe CHAN KIN	1973 - 1976
6.	Mr Bhinod BACHA	1976
7.	Mr Beergoo GUNESH	1976 - 1988
8.	Mr Yamadal GOPAUL	1988 - 1989
9.	Mr Louis Roger TRAVAILLEUR, O.S.K.	1990 - 1993
10.	Mrs Sylvie Ethel Arlette DUPRE, P.D.S.M	1993 - 1999
11.	Mr Premduth BONOMAULLY	1999 - 2000
12.	Mr Premhans JHUGROO	2000 - 2002
13.	Mr Nayan Koomar BALLAH	2002 - 2004
14.	Mrs Premila ROY	2004 - 2005
15.	Mr Swaminathan RAGEN	2005 - 2006

APPENDIX III**Vacancies Pending as at 31 December 2007**

S.N.	MINISTRY	POST
1.	Electoral Commissioner's Office	Electoral Officer
2.	Ombudsperson for Children's Office	Secretary
3.	Prime Minister's Office Forensic Science Laboratory	Forensic Technician
4.	Ministry of Public Infrastructure, Land Transport & Shipping	Automobile Electronic Technician Engineer (Civil)
5.	Ministry of Tourism Leisure and External Communications Civil Aviation Department	Station Officer
6.	Ministry of Foreign Affairs, International Trade & Cooperation	Regional Cooperation Analyst
7.	Ministry of Environment and National Development Unit National Development Unit (NDU) Division)	Citizen's Advice Bureau Organiser Deputy Director
8.	Ministry of Education and Human Resources	Trainee Teacher (General) Trainee Teacher (Oriental Language) Urdu Education Officer:- Business Studies Sociology Marathi Mathematics Music Western Telugu Social Worker
9.	Ministry of Public Infrastructure, Land Transport & Shipping Energy Services Division (ESD)	Trainee Technician

S.N.	MINISTRY	POST
10.	Ministry of Agro Industry and Fisheries Agro Industry Division Fisheries Division	Transport Officer Assistant Controller
11.	Ministry of Social Security, National Solidarity and Senior Citizens Welfare & Reform Institutions	Assistant Commissioner of Probation and After Care Social Security Officer Social Welfare Officer Psychologist (Clinical & Social)
12.	Ministry of Labour, Industrial Relations and Employment Labour and Industrial Relations Division Employment Division	Occupational Safety & Health Inspector Trainee Labour & Industrial Relations Officer Employment Officer
13.	Attorney General's Office and Ministry of Justice & Human Rights	Trainee Legal Assistant
14.	Ministry of Health and Quality of Life	Nurse Educator Bio-Medical Technician Trainee Health Inspector Senior Radiographic Assistant Nursing Supervisor (Male) Scientific Officer Vector Biology & Control Division Welfare Assistant (Psychiatry) Regional Nursing Administrator Transport and Workshop Manager Occupational Health Physician Ayurvedic Medical Officer Community Physician Aids Physician Catering Supervisor

S.N.	MINISTRY	POST
15.	Ministry of Arts & Culture National Archives	Events Management Officer Technician (Light/Sound) Projectionist Conservation Assistant Audio Visual Technician (Operations)
16.	Ministry of Housing and Lands	Chief Technical Officer
17.	Ministry of Youth and Sports	Foreman

Disciplined Forces Service Commission

S.N.	DEPARTMENT	POST
18.	Mauritius Prisons Service	Female Prisons Officer, Grade II

Applications Submitted by Responsible Officer

S.N.	MINISTRY	POST
19.	Ministry of Environment and National Development Unit	Deputy Director
20.	Mauritius Prisons Service	Senior Superintendent of Prisons Superintendent of Prisons

Rodrigues Regional Assembly

S.N.	OFFICE	POST
1.	Chief Commissioner's Office Central Administration Civil Aviation Division Cadastral Division Planning Unit	Administrative Officer Word Processing Operator Departmental Head Patrolman Surveying and Mapping Assistant Development Control Officer
2.	Deputy Chief Commissioner's Office Education Cultural and Leisure Centres	Trainee Teacher Technician (Light/Sound)
3.	Commission for Social Security, Child Development, Family Welfare and Women's Affairs Women's Unit	Family Welfare Protection Officer
4.	Commission for Public Infrastructure, Environment, Housing, Marine Parks & Transport Public Infrastructure	Trainee Assistant (Inspector of Works)
5.	Commission for Youth and Sports, Labour and Industrial Relations and Employment Division Youth and Sports	Coach (Swimming)

S.N.	OFFICE	POST
6.	Commission for Health, Community Development, Co-operatives, Fire Services and Prisons & Reform Institutions Medical and Health Fire Services Community Development	Catering Supervisor Health Director Pharmacist (on contract) Fireman Psychologist (on-contract)
7.	Commission for Agriculture, Food Production, Plants & Animals, Quarantine, Water Resources and Forestry Agriculture	Veterinary Officer Scientific Officer (Animal Husbandry)

APPENDIX IV

**Details of Offers of Appointment/Enlistment made
by the Public Service Commission in different grades in each
Ministry/Department**

S.N.	Ministry/Department	Number
1.	National Assembly Clerk Assistant	1
2.	National Audit Office Deputy Head, Examiner of Accounts Cadre	1
3.	Prime Minister's Office Cabinet Office Principal Assistant Secretary Assistant Secretary Defence and Home Affairs Data Protection Commissioner Government Information Service Assistant Director, Information Services Overseas News Service Head News Officer Cadre Forensic Science Laboratory Forensic Scientist (Chemistry/Toxicology Section) Pay Research Bureau Deputy Director Job Analyst Survey Officer	 10 22 1 1 1 1 1 2 4

S.N.	Ministry/Department	Number
	Meteorological Services	
	Trainee Meteorologist	5
	Trainee Meteorological Technician	3
	Printing Department	
	Machine Minder (Pressroom)	3
4.	Ministry of Civil Service & Administrative Reforms	
	Executive Officer	16
	Office Superintendent	5
	Clerical Officer/Higher Clerical Officer	230
	Confidential Secretary	23
	Safety & Health Officer/Senior Safety & Health Officer	10
5.	Ministry of Public Infrastructure, Land Transport & Shipping	
	Public Infrastructure Division	
	Traffic Census Officer	4
	Assistant Inspector of Works	1
	Trainee Draughtsman	3
	Engineer (Civil)	2
	Technical Officer (Materials Testing Laboratory)	1
	Technician (Quantity Surveying)	1
	National Transport Authority	
	Planning Assistant	1
	Vehicle Examiner	3
6.	Ministry of Tourism, Leisure & External Communications	
	Tourism Planner	4

S.N.	Ministry/Department	Number
	Civil Aviation Department	
	Station Officer	1
7.	Ministry of Finance and Economic Development	
	Deputy Director-General	3
	Assistant Director, Financial Services	1
	Senior Economist	1
	Senior Economic Analyst	2
	Internal Control Cadre	
	Deputy Head, Internal Control Cadre	1
	Finance Cadre	
	Deputy Head, Finance Cadre	1
	Assistant Finance Officer	15
	Management Audit Bureau	
	Director, Management Audit Bureau	1
	Accounting Technician (MAB)	13
	Assessment Review Committee	
	Shorthand Writer	2
	Treasury	
	Accountant	2
	Registrar General's Department	
	Copyist and Check Clerk	2
	Registrar General	1
8.	Ministry of Foreign Affairs, International Trade and Cooperation	
	Second Secretary	9

S.N.	Ministry/Department	Number
	International Trade Division	
	Patents and Trade Marks Officer	1
9.	Ministry of Environment & National Development Unit	
	Environment Division	
	Director	1
	Environment Enforcement Assistant	2
	Assistant Inspector	1
	Divisional Environment Officer	7
	National Development Unit	
	Chief Regional Development Officer	1
10.	Ministry of Education and Human Resources	
	Assistant Director	5
	Education Officer - Mathematics	3
	Education Officer - Home Economics	4
	Education Officer - Physics	3
	Education Officer- Islamic Studies	4
	Education Officer - Chemistry	1
	Education Officer - Computer Studies	1
	Education Officer - Business Studies	5
	Education Officer - French	4
	Education Officer- Economics	2
	Education Officer - Biology	4
	Education Officer - English	4
	Education Officer (Classical Dance)	2

S.N.	Ministry/Department	Number
	Education Officer (Music Oriental)	1
	Education Officer (Western Music)	1
	Education Officer (Tamil)	4
	Education Officer (Arabic)	5
	Education Officer - (Pre-vocational)	52
	Primary School Inspector	7
	Trainee Teacher	477
	Trainee Teacher (O.L) Urdu	49
	Trainee Teacher (O.L) Mandarin	1
	Trainee Teacher (O.L) Tamil	10
	Trainee Teacher (O.L) Arabic	11
	Trainee Teacher (O.L) Marathi	7
	Trainee Teacher (O.L) Hindi	160
	Trainee Teacher (O.L) Telugu	12
	Assistant Supervisor (O.L) (Hindi)	1
	Assistant Supervisor (O.L) (Telugu)	2
	Assistant Supervisor (O.L) (Urdu)	1
	Computer Technician	10
	Senior Careers Officer	1
	School Clerk	100
	Usher/Senior Usher (Education) (Female)	13
	Director	2
	Educational Psychologist	1
	Superintendent, Specialised Schools	1

S.N.	Ministry/Department	Number
11.	Ministry of Public Utilities	
	Engineer (Planning/Maintenance)	5
	Principal Planner	1
	Radiation Protection Assistant	2
12.	Ministry of Local Government	
	Technical Officer	3
	Local Government Enforcement Officer	2
13.	Ministry of Agro Industry and Fisheries	
	Agro Industry Division	
	Deputy Chief Agricultural Officer	1
	Principal Agricultural Officer	2
	Veterinary Officer	2
	Technical Officer	6
	Sugar Technologist	2
	Technical Assistant	26
	Clerk Assistant	34
	Trainee Draughtsman	3
	Fisheries Division	
	Principal Technical Officer (Fisheries)	1
	Forests	
	Conservator	1
	Forest Guard	4
	National Parks and Conservation Service	
	Research and Development Officer (Wildlife)	2

S.N.	Ministry/Department	Number
	Park Ranger	3
	Assistant Park Ranger	9
14.	Ministry of Social Security, National Solidarity and Senior Citizens Welfare & Reform Institutions Social Security Officer	7
	Clerk Assistant	1
	Reform Institutions Probation Officer	1
15.	Ministry of Women's Rights, Child Development, Family Welfare & Consumer Protection Psychologist	4
	Family Welfare & Protection Officer	15
	Women's Unit Head, Women's Unit	1
	Home Economics Officer	5
	Family Welfare & Protection Unit Head, Family Welfare & Protection Unit	2
	Family Counselling Officer	5
16.	Ministry of Labour, Industrial Relations and Employment Occupational Safety and Health Inspectorate Occupational Safety and Health Engineer	1
	Occupational Safety & Health Inspector	4
	Registry of Associations Inspector of Associations	1
17.	Attorney-General's Office and Ministry of Justice and Human Rights Trainee Legal Assistant	1
	Legal Research Officer	1

S.N.	Ministry/Department	Number
18.	Ministry of Health and Quality of Life	
	Student Medical Laboratory Technician	3
	Student Radiographer (Diagnostic)	18
	Nursing Administrator (Male)	3
	Physiotherapy Assistant	13
	Dental Assistant	23
	Physiotherapist	3
	Assistant Catering Officer	1
	Government Analyst	5
	E. E. G Assistant Technician	2
	Assistant Health Information, Education & Communication Officer	10
	Chief Nursing Officer	1
	Deputy Chief Nursing Officer	1
	Medical Records Assistant	243
	Medical Social Worker	1
	Medical Superintendent	10
	Nursing Supervisor (Female)	13
	Occupational Therapist	5
	Regional Public Health Superintendent	3
	Speech Therapist and Audiologist	1
	Statistical Officer	10
	Student Nurse	107
	Student Pharmacy Dispenser	38
	Vector Biology & Control Laboratory Technician	2

S.N.	Ministry/Department	Number
	Aids Education Nurse	7
	Principal Nutritionist	2
	Dental Surgeon/Senior Dental Surgeon	8
	Nursing Supervisor (Male)	2
	Assistant Instrument Curator	1
	Hospital Administrator	6
	Nursing Administrator (Female)	2
	Head, Vector Biology and Control Division	1
	Principal Community Midwife	1
	Principal Dental Surgeon	1
	Welfare Assistant	2
	Principal Radiographic Assistant	5
	Health Engineering Assistant	3
	E.C.G Technician	6
	Nutritionist	2
	Medical and Health Officer/Senior Medical and Health Officer	190
	Principal Dental Surgeon	1
	Dental Technician	1
19.	Ministry of Industry, Small & Medium Enterprises, Commerce and Cooperatives Co-operatives Division	
	Co-operative Development Officer	1
20.	Ministry of Arts and Culture	
	Officer (CLAC)	6
	Theatre Controller	1

S.N.	Ministry/Department	Number
	Enforcement Officer	3
	National Archives	
	Record Manager	3
	Conservator	2
	Archives Officer	1
21.	Ministry of Housing and Lands	
	Survey and Mapping Assistant	12
	Trainee Surveyor	3
	Development Control Officer	3
22.	Ministry of Information Technology and Telecommunications	
	Project Manager, I.T Security	2
	Receptionist/Telephone Operator	27
	Central Informatics Bureau	
	Director	1
	Central Information Systems Division	
	Computer Support Officer	12
	Data Entry Officer	7
23.	Ministry of Youth & Sports	
	Youth Officer	10
	Sports Officer	1
24.	Rodrigues Regional Assembly	
	Clerk, Regional Assembly	1
	Clerk	41
	Community Health Care Officer	4

S.N.	Ministry/Department	Number
	Receptionist/Telephone Operator	3
	Telephonist	4
	Health Care Assistant (General)	9
	Health Director	1
	Student Pharmacy Dispenser	4
	Hospital Administrative Assistant	1
	Transport Superintendent	1
	Executive Officer (Rodrigues)	3
	Medical Records Assistant	2
	Events Management Officer	2
	Primary School Inspector	1
	Trainee Surveyor	3
	Audio-Visual Assistant	1
	Statistical Assistant (Rodrigues)	1
	Scientific Officer (Agronomy)	2
	Dental Assistant	1
	Trainee Teacher	21
	Finance Officer	3
	Industrial Analyst	1
	Senior Finance Officer	3
	TOTAL	2,522

**Details of Offers of Appointment/Enlistment made
by the Disciplined Forces Service Commission in different grades in each
Department**

S.N.	Department	Number
1.	Mauritius Police Force	
	Trainee Police Constable	400
	Trainee Woman Police Constable	100
2.	Mauritius Prison Service	
	Prisons Officer Grade II	128
	Hospital Officer (Female)	2
	Hospital Officer (Male)	9
3.	Fire Services	
	Fireman	18
	TOTAL	657

APPENDIX V

Details of Appointments made by the Public Service Commission

S.N.	Ministry/Department	Total
1.	The Judiciary	
	Court Officer	3
	Law Library Assistant	1
	Court Service Care Officer	1
2.	Electoral Commissioner's Office	
	Principal Electoral Officer	2
3.	Central Tender Board	
	Procurement Officer	9
4.	Prime Minister's Office	
	Government Information Service	
	Information Officer	4
	Head, News Officer Cadre	1
	Pay Research Bureau	
	Deputy Director	1
	Police	
	Police Medical Officer/Senior Police Medical Officer	2
	Forensic Science Laboratory	
	Forensic Scientist	3
	Forensic Technician	1
	Meteorological Services	
	Meteorological Technician	10
	Printing Department	
	Machine Minder (Pressroom)	4
	Machine Minder (Bindery)	7

S.N.	Ministry/Department	Total
5.	Ministry of Civil Service and Administrative Reforms	
	Executive Officer	26
	Establishment Officer	10
	Safety & Health Officer/Senior Safety and Health Officer	3
	Office Superintendent	7
	Confidential Secretary	35
6.	Ministry of Public Infrastructure, Land Transport and Shipping	
	Engineering Division	
	Quantity Surveyor	5
	Architect	2
	Foreman	5
	Technical Officer	4
	Engineer (Civil)	2
	National Transport Authority	
	Transport Controller	1
	Planning Assistant	4
	Vehicle Examiner	1
	Traffic Management & Road Safety Unit	
	Engineer (Civil)	1
	Communication Officer	1
	Traffic Census Officer	5
7.	Ministry of Tourism, Leisure and External Communications	
	Tourism Planner	1
8.	Ministry of Finance and Economic Development	
	Economic Analyst	4
	Senior Economic Analyst	3

S.N.	Ministry/Department	Total
	Principal Economic Analyst	2
	Senior Economist	2
	Finance Cadre	
	Assistant Finance Officer	10
	Purchasing and Supply Cadre	
	Deputy Head, Purchasing and Supply Cadre	1
	Assessment Review Committee	
	Shorthand Writer	1
	Registrar General's Department	
	Registration Officer	11
	Treasury	
	Accountant	3
	Companies Division	
	Photocopyist	1
	Companies Officer	2
	Central Statistics Office	
	Statistical Officer	20
9.	Ministry of Foreign Affairs, International Trade and Cooperation	
	International Trade Division	
	Trade Policy Analyst	3
	Principal Patents and Trade Marks Officer	1
	Patents & Trade Marks Officer	2
10.	Ministry of Environment and National Development Unit	
	Environment Division	
	Director	1
	Environment Officer	1
	Divisional Environment Officer	1

S.N.	Ministry/Department	Total
	Deputy Project Manager	1
	National Development Unit	
	Project Officer	1
	Project Assistant	2
	Chief Regional Development Officer	1
11.	Ministry of Education and Human Resources	
	Assistant Director	7
	Education Officer	2
	Administrator (Education)	13
	Assistant Supervisor (Oriental Languages)	9
	Senior Educational Psychologist	1
	Primary School Inspector	27
	Educational Psychologist	5
	Director	3
	Liaison Officer	2
	School Clerk	9
	Mentor	45
	Assistant Director (Primary)	1
	Education Officer (Physical Education)	26
	Rector	2
	Senior Careers Officer	1
	Usher/Senior Usher (Education)(Male)	10
	Usher/Senior Usher (Education)(Female)	2
	Library Clerk	30
	Social Worker (Education)	15
12.	Ministry of Public Utilities	
	Chief Radiation Protection Officer	1

S.N.	Ministry/Department	Total
	Principal Planner	1
	Energy Services Division	
	Electrical Engineer	1
	Water Resources Unit	
	Assistant Inspector	2
	Technical Officer	1
	Engineer (Planning/Maintenance)	1
13.	Ministry of Local Government	
	Local Government Enforcement Officer	3
14.	Ministry of Agro Industry and Fisheries	
	Agro Industry Division	
	Sales Officer (Agricultural Extension Shop)	2
	Deputy General Manager	1
	Foreman (General)	3
	Driver	1
	Deputy Chief Agricultural Officer	1
	Divisional Veterinary Officer	1
	Laboratory Technologist	1
	Principal Agricultural Officer	1
	Technical Assistant	4
	Technical Officer	2
	Clerk Assistant	1
	Fisheries Division	
	Principal Fisheries Officer	2
	Technical Officer	3
	Forests	
	Forest Guard	7

S.N.	Ministry/Department	Total
	National Parks and Conservation Service	
	Park Ranger	3
15.	Ministry of Social Security, National Solidarity and Senior Citizens Welfare & Reform Institutions	
	Social Security Officer	19
	Disability Officer	1
	Assistant Commissioner, Social Security	7
	Reform Institutions	
	Deputy Commissioner of Probation and After Care	1
	Assistant Commissioner of Probation and After Care	1
	Probation Officer	7
16.	Ministry of Women's Rights, Child Development, Family Welfare & Consumer Protection	
	Family Welfare & Protection Officer	9
	Psychologist	2
17.	Ministry of Labour, Industrial Relations and Employment	
	Labour Administration and Industrial Relations	
	Director, Labour and Industrial Relations	1
	Assistant Director, Labour and Industrial Relations	1
	Employment Service	
	Employment Officer	2
	Registry of Associations	
	Inspector of Associations	3
18.	Attorney General's Office and Ministry of Justice and Human Rights	
	Legal Research Officer	1
19.	Ministry of Health and Quality of Life	
	Nursing Supervisor (Female)	21
	Nursing Supervisor (Male)	11

S.N.	Ministry/Department	Total
	Medical & Health Officer/Senior Medical & Health Officer	2
	Nursing Officer	294
	Nursing Administrator (Male)	6
	Nursing Administrator (Female)	7
	Principal Community Midwife	1
	Sanitary Engineer	1
	Chief Nursing Officer	1
	Health Statistician	1
	Project Coordinator	1
	ECG Technician	2
	Medical Records Assistant	4
	Medical Records Officer	2
	Senior Pharmacist	2
	Pharmacist	2
	Supervisor (Central Sterile Supply Department)	1
	Community Health Nursing Officer	27
	Principal Medical Officer	2
	Statistical Officer	1
	Clinical Scientist (Virology)	1
	Catering Officer	1
	Regional Public Health Superintendent	2
	Occupational Therapist	3
	Blood Bank Officer	1
	Midwife	23
	Regional Health Director	1
	Assistant Catering Officer	1
	Principal Nutritionist	2

S.N.	Ministry/Department	Total
20.	Ministry of Industry, Small and Medium Enterprises, Commerce and Co-operatives Commerce Deputy Director, Legal Metrology Services 1 Legal Metrologist 1 Technical Officer (Legal Metrology) 2 Senior Technical Officer (Legal Metrology) 1 Trade Analyst 1 Co-operatives Co-operative Officer 9 Co-operative Development Officer 2 Clerk Assistant 9	
21.	Ministry of Arts and Culture Events Management Officer 4 Theatre Controller 1 Officer, CLAC 2 National Archives Reprographic Operator (Archives) 1	
22.	Ministry of Housing and Lands Chief Surveyor 1 Surveyor 13 Development Control Officer 1 Surveying and Mapping Assistant 1	
23.	Ministry of Youth and Sports Sports Officer 1 Youth Officer 3	
24.	Rodrigues Regional Assembly Radiographer 1	

S.N.	Ministry/Department	Total
	Purchasing and Supply Officer	1
	Ambulance Attendant	9
	Nursing Officer	12
	Clerk	4
	School Clerk	1
	Nutritionist	1
	Medical Records Assistant	1
	Forest Guard	2
	Executive Officer	4
	Audio Visual Assistant	1
	Statistical Officer	1
	Scientific Officer (Agronomy)	2
	Primary School Inspector	1
	Foreman	1
	TOTAL	1,066

**Details of Appointments made by the
Disciplined Forces Service Commission**

S.N.	Department	Number
1.	Mauritius Police Force	
	Trainee Police Constable (Male)	544
	Trainee Police Constable (Female)	102
2.	Mauritius Prison Service	
	Prisons Officer Grade II	110
3.	Fire Services	
	Fireman	32
	TOTAL	788

APPENDIX VI**Details of Promotions made by the Public Service Commission**

S.N.	Ministry/Department	Total
1.	The Judiciary	
	Principal Court Usher	1
	Senior Court Usher	1
	Chief Court Officer/Court Manager	1
	Principal Court Officer	1
	Senior Court Officer	6
2.	National Assembly	
	Chief Reporter & Editor	1
	Senior Reporter & Editor	2
3.	National Audit Office	
	Head, Examiner of Accounts	1
	Chief Examiner of Accounts	1
	Principal Examiner of Accounts	1
	Senior Examiner of Accounts	2
	Auditor	1
4.	Electoral Commissioner's Office	
	Senior Electoral Officer	1
5.	Prime Minister's Office	
	Forensic Science Laboratory	
	Forensic Technologist	1
	Senior Forensic Scientist	1
	Government Information Service	
	Principal Information Officer	1
	Senior News Officer	1
	Publicity Officer	1
	Meteorological Services	
	Director	1
	Deputy Director	1
	Divisional Meteorologist	1

S.N.	Ministry/Department	Total
	Principal Meteorological Technician	1
	Printing Department	
	Production Supervisor (Reprographic Section)	1
	Assistant Production Supervisor (Binding Section)	1
	Assistant Production Supervisor (Printing Stores Section)	1
	Senior Machine Minder (Binding Section)	2
	Pay Research Bureau	
	Principal Job Analyst	1
	Civil Status Division	
	Principal Civil Status Officer	1
	Senior Civil Status Officer	2
	Police Department	
	Assistant Catering Officer	1
6.	Ministry of Civil Service & Administrative Reforms	
	Senior Office Attendant	8
7.	Ministry of Public Infrastructure, Land Transport & Shipping	
	Engineering Division	
	Senior Technical Officer (Engineering)	1
	Chief Inspector of Works	3
	Senior Inspector of Works	4
	Chief Motor Diesel Mechanic	2
	Senior Engineer (Civil)	1
	Chief Technician (Quantity Surveying)	1
	Senior Technical Officer (Material Testing Laboratory)	1
	Senior Technician (Quantity Surveying)	1
	Principal Technician (Quantity Surveying)	1
	Senior Quantity Surveyor	1
	Chief Painter	1
	Senior Traffic Census Officer	1
	National Transport Authority	
	Principal Road Transport Inspector	1
	Senior Road Transport Inspector	2

S.N.	Ministry/Department	Total
8.	Ministry of Tourism, Leisure & External Communications Maintenance Supervisor (Communication, Navigation & Surveillance) Senior Maintenance Officer (Communication, Navigation & Surveillance) Chief Officer	1 1 1
9.	Ministry of Finance & Economic Development Finance Chief Internal Controller Principal Internal Controller Senior Internal Controller Senior Accounting Technician Senior Purchasing & Supply Officer Higher Purchasing & Supply Officer Chief Purchasing & Supply Officer Principal Purchasing & Supply Officer Central Statistics Office Deputy Director of Statistics Senior Statistical Officer Valuation Department Senior Valuation Technician Principal Valuation Technician Management Audit Bureau Principal Financial & Management Analyst Analyst Senior Financial & Management Analyst Treasury Treasury Computer Room Supervisor	1 1 3 1 7 10 2 2 4 3 1 4 3 3 2
10.	Ministry of Foreign Affairs, International Trade & Co-operation First Secretary Senior Trade Policy Analyst	1 1

S.N.	Ministry/Department	Total
11.	Ministry of Environment & National Development Unit Environment Division Senior Environment Officer Senior Scientific Officer Senior Inspector National Development Unit Senior Regional Development Officer Principal Regional Development Officer	 3 1 1 4 2
12.	Ministry of Education & Human Resources Head Teacher/Senior Head Teacher Deputy Head Teacher (Oriental Languages) Deputy Head Teacher (General Purpose) Supervisor (Oriental Languages) (Telegu) Supervisor (The Arts) Principal Primary School Inspector Senior Primary School Inspector Senior Library Officer	 94 49 200 1 1 4 9 1
13.	Ministry of Public Utilities Public Utilities Senior Hydrological Technician Principal Technician Senior Technician Energy Services Division Chief Inspector Principal Inspector (ESD) Chief Electrician	 1 1 4 1 1 1
14.	Ministry of Local Government Principal Local Government Enforcement Officer Inspector of Works Senior Local Government Enforcement Officer	 1 3 1

S.N.	Ministry/Department	Total
	Social Welfare	
	Deputy Social Welfare Commissioner	1
	Principal Social Welfare Officer	1
	Senior Social Welfare Officer	5
	Reform Institutions	
	Assistant Superintendent, Rehabilitation Youth Centre	2
	Chief Officer, Rehabilitation Youth Centre	2
	Senior Officer, Rehabilitation Youth Centre	2
	Senior Probation Officer	1
	Principal Probation Officer	1
	Principal Officer, Rehabilitation Youth Centre	1
17.	Ministry of Women's Rights, Child Development, Family Welfare & Consumer Protection	
	Senior Home Economics Officer	1
18.	Ministry of Labour, Industrial Relations & Employment	
	Employment Service	
	Senior Employment Officer	3
	Director, Employment Service	1
	Deputy Director, Employment Service	1
	Chief Employment Officer	2
	Labour Administration & Industrial Relations	
	Senior Labour & Industrial Relations Officer	5
	Principal Labour & Industrial Relations Officer	2
	Senior Occupational Safety & Health Inspector	1
19.	Attorney General's Office & Ministry of Justice & Human Rights	
	Registrar (Legal Assistant Cadre)	1
	Senior Legal Assistant	1
20.	Ministry of Health & Quality of Life	
	Ward Manager (Female)	21
	Ward Manager (Male)	19
	Senior Medical Laboratory Technician	6

S.N.	Ministry/Department	Total
	Principal Medical Laboratory Technician	4
	Chief Medical Laboratory Technician	2
	Senior Nurse Educator	2
	Senior Medical Records Clerk	5
	Senior Laboratory Attendant	2
	Senior Medical Social Worker	1
	Senior Occupational Therapist	1
	Senior Occupational Health Physician	1
	Superintendent, Surgical Technology Workshop	1
	Consultant	10
	Senior Health Inspector	3
	Senior Vector Biology & Control Laboratory Technician	1
	Senior Pharmacy Dispenser	9
	Chief Pharmacy Dispenser	2
	Principal Radiographer (Diagnostic)	2
	Consultant (Oral Surgery)	1
	Senior Community Health Care Officer	2
	Chief Speech Therapist Audiologist	1
	Consultant (Psychiatry)	2
	Senior Radiographer (Diagnostic)	2
	Senior Community Midwife	7
	Charge Nurse (Female)	57
	Charge Nurse (Male)	13
	Consultant (Dermatology)	1
	Senior Bio-Medical Technician	2
	Chief Sanitary Engineer	1
	Senior Health Surveillance Officer	1
	Deputy Chief Inspector	1
	Principal Health Inspector	1
	Principal Pathological Laboratory Assistant	1
	Superintending Dental Surgeon	1
	Senior ECG Technician	1

S.N.	Ministry/Department	Total
	Principal Radiographer (Therapeutic)	1
	Senior Radiographer (Therapeutic)	1
	Senior Statistical Officer	1
	Senior Speech Therapist & Audiologist	1
	Principal Pharmacy Dispenser	11
21.	Ministry of Industry, Small & Medium Enterprises, Commerce and Co-operatives Co-operative Division Divisional Co-operative Officer Principal Co-operative Officer Senior Co-operative Officer Industry Division Principal Industrial Analyst Controller of Assay Commerce Division Senior Technical Officer (Legal Metrology)	 1 3 3 1 1 1
22.	Ministry of Arts and Culture Principal Events Management Officer Chief Arts Officer	 1 1
23.	Ministry of Housing and Lands Senior Surveying & Mapping Assistant Deputy Chief Town & Country Planning Officer Principal Town & Country Planning Officer Senior Town & Country Planning Officer Deputy Chief Surveyor Chief Surveyor Principal Surveyor Senior Surveyor Housing Officer	 1 2 2 3 2 1 4 9 1
24.	Ministry of Youth and Sports Assistant Director of Youth Affairs Senior Sports Officer	 1 1

S.N.	Ministry/Department	Total
25.	Rodrigues Regional Assembly	
	Higher Executive Officer (Rodrigues)	3
	Chief Plumber & Pipe Fitter	1
	Senior Pharmacy Dispenser	1
	Senior Co-operatives Officer	1
	Senior Radiographic Assistant	1
	Senior Technical Assistant	1
	Head Teacher/Senior Head Teacher	1
	Deputy Head Teacher	1
	Principal Registration officer	1
	Senior Health Inspector	1
	Senior Word Processing Operator	1
	Technical Assistant	7
	Inspector of Works	1
	Chief Inspector of Works	1
	Technical Officer (Agriculture)	1
	Principal Health Inspector	1
	Senior Inspector of Works	1
	Officer-in-charge, Forestry	1
	Higher Social Security Officer	2
	TOTAL	865

**Details of promotions made by the
Disciplined Forces Service Commission**

S.N.	Ministry/Department	Number
1.	Police Department	
	Deputy Commissioner of Police	2
	Assistant Superintendent of Police	2
	Deputy Assistant Superintendent of Police	2
	Woman Police Chief Inspector	2
	Inspector of Police	2
	Police Sergeant	1
	Woman Police Sergeant	1
2.	Prisons Department	
	Assistant Commissioner of Prisons	4
	Assistant Superintendent of Prisons	7
	Chief Female Prisons Officer	1
	Chief Prisons Officer	6
	Chief Stores Officer (Prisons)	1
	Principal Prisons Officer	92
	Principal Female Prisons Officer	2
	Supervisor of Works	2
	Chief Works Officer	2
	Principal Works Officer	2
	Chief Welfare Officer	1
	Prisons Officer Grade I	92
3.	Fire Services Department	
	Deputy Chief Fire Officer	1
	Assistant Chief Fire Officer	2
	Divisional Officer	1
	Station Officer	5
	Sub Officer	6
	TOTAL	239

Public and Disciplined Forces Service Commissions

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Forest Side

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