

Strategic Note

Mission Statement

To ensure that the Republic of Mauritius has a professional and efficient Civil Service geared towards excellence.

Strategic Direction 2016-2019

- Identify and appoint qualified persons with the drive, skill and attitude for efficient performance in a timely manner.
- Safeguard the impartiality of appointments and promotions in the Civil Service and ensure that these are based on merit.
- Take disciplinary action with a view to maintaining ethical standards and safeguarding public confidence in the Public Service.

Main Achievements for FY 2015/16

- Number of interviews conducted: 167
- Number of vacancies filled: 3,589
- Number of promotions made: 1,040
- Number of schemes of service approved: 209
- Number of disciplinary cases: 293

Key Actions for FY 2016/17

Key Action	Key Performance Indicator	Target
Automation of submission and processing of applications resulting in improved efficiency and service delivery and reduced time taken to process recruitment.	Average time taken to process recruitment (weeks) (actual 2015: 30 weeks)	28
Timely processing of schemes of service by reducing time taken for approval of schemes.	Average time taken for approval of schemes of service (weeks) (actual 2015: 8 weeks)	6
Timely processing of disciplinary cases by reducing time taken to settle cases	Average time taken to settle disciplinary cases (weeks) (actual 2015: 6 weeks)	4

Human Resource Allocation

The Commissions have 118 funded positions for FY 2016/17.

VOTE 1-7: Public and Disciplined Forces Service Commissions - continued

SUMMARY OF EXPENDITURE

Rs 000

Details	2015/16 Provisional Actual	2016/17 Estimates	2017/18 Planned	2018/19 Planned
VOTE 1-7 TOTAL EXPENDITURE	75,043	89,600	87,400	99,100
<i>of which</i>				
Recurrent	69,146	79,000	79,200	80,100
Capital	5,897	10,600	8,200	19,000

VOTE 1-7: PUBLIC AND DISCIPLINED FORCES SERVICE COMMISSIONS

Rs 000

Item No.	Details	2015/16 Provisional Actual	2016/17 Estimates	2017/18 Planned	2018/19 Planned
Recurrent Expenditure		69,146	79,000	79,200	80,100
21	Compensation of Employees	55,263	64,060	65,415	66,315
21110	Personal Emoluments	47,457	55,340	56,895	57,495
.001	Basic Salary	41,188	47,790	48,845	49,445
	Chairperson	1,920	2,416	2,416	2,416
	Deputy Chairman, Public and Disciplined Forces Service Commissions	3,264	3,360	3,360	3,360
	Commissioner, Public Service Commission	4,080	4,272	4,272	4,272
	Commissioner, Disciplined Forces Service Commission	2,980	3,111	3,111	3,111
	Secretary, Public Service Commission and Disciplined Forces Service Commission	1,416	1,464	1,464	1,464
	Deputy Secretary, Public Service Commission and Disciplined Forces Service Commission (New Grade)	-	-	-	-
	Registrar, Public Service Commission and Disciplined Forces Service Commission	481	545	545	545
	Assistant Secretary, Public Service Commission and Disciplined Forces Service Commission	763	822	845	845
	Permanent Secretary	1,416	1,464	1,464	1,464
	Deputy Permanent Secretary	774	1,598	1,622	1,646
	Assistant Permanent Secretary	435	1,235	1,727	1,813
	Legal Officer (New Grade)	-	-	-	-
	Industrial/Occupational Psychologist	-	-	-	-
	Assistant Manager Financial Operations	609	658	678	697

VOTE 1-7: Public and Disciplined Forces Service Commissions - *continued*

Rs 000

Item No.	Details			2015/16	2016/17	2017/18	2018/19
		In Post Jun 16	Funded 2016/17	Provisional Actual	Estimates	Planned	Planned
	Financial Officer/ Senior Financial Officer	2	2	389	695	713	734
	Procurement and Supply Officer/Senior Procurement and Supply Officer	2	2	716	780	804	828
	Office Management Executive	1	1	535	623	660	692
	Office Management Assistant	13	14	4,028	5,054	5,100	5,150
	Higher Executive Officer	1	1	390	408	413	424
	Management Support Officer	39	39	8,685	8,733	8,855	8,945
	Office Clerk	1	1	286	316	325	335
	Confidential Secretary	7	7	2,414	2,996	3,026	3,056
	Senior Word Processing Operator	1	1	78	381	381	381
	Word Processing Operator	8	8	2,557	2,842	2,900	3,000
	Receptionist/Telephone Operator	1	2	286	466	478	491
	Head Office Auxiliary	1	1	268	297	307	316
	Office Auxiliary/Senior Office Auxiliary	8	9	1,190	1,644	1,731	1,768
	Senior Gardener/Nursery Attendant	1	1	237	258	264	272
	Driver	2	4	410	757	773	789
	Gateman	-	-	-	-	-	-
	Machine Minder/Senior Machine Minder (Bindery)	1	1	252	258	264	272
	General Worker	1	1	175	177	182	189
	Handy Worker	1	1	155	160	165	170
	Total	109	118				
.002	Salary Compensation			694	-	-	-
.004	Allowances			1,428	2,000	2,000	2,000
.005	Extra Assistance			-	150	150	150
.006	Cash in lieu of Leave			1,142	1,400	1,400	1,400
.009	End-of-year Bonus			3,004	4,000	4,500	4,500
21111	Other Staff Costs			7,348	8,220	8,020	8,320
.001	Wages			101	100	100	100
.002	Travelling and Transport			5,675	6,600	6,900	7,200
.100	Overtime			1,557	1,500	1,000	1,000
.200	Staff Welfare			15	20	20	20
21210	Social Contributions			458	500	500	500
22	Goods and Services			13,797	14,845	13,690	13,690
22010	Cost of Utilities			1,464	1,800	1,800	1,800
22020	Fuel and Oil			128	160	160	160
22030	Rent			344	50	50	50
22040	Office Equipment and Furniture			1,896	2,000	1,000	1,000
22050	Office Expenses			1,361	1,425	1,425	1,425
22060	Maintenance			2,231	2,110	2,110	2,110
22070	Cleaning Services			229	325	325	325

VOTE 1-7: Public and Disciplined Forces Service Commissions - *continued*

Rs 000

Item No.	Details		2015/16 Provisional Actual	2016/17 Estimates	2017/18 Planned	2018/19 Planned
22100	Publications and Stationery		1,514	1,825	1,670	1,670
22120	Fees		3,920	3,850	3,850	3,850
22170	Travelling within the Republic of Mauritius		518	1,000	1,000	1,000
22900	Other Goods and Services		193	300	300	300
26	Grants		86	95	95	95
26210	Contribution to International Organisations		86	95	95	95
Capital Expenditure			5,897	10,600	8,200	19,000
31	Acquisition of Non-Financial Assets	Project Value Rs 000	5,897	10,600	8,200	19,000
31112	Non-Residential Buildings					
.001	Construction of Office Building		3,590	4,800	5,000	19,000
	(a) Construction of New Wing	37,000	3,590	1,800	-	-
	(b) Construction of Office Building	32,000	-	3,000	5,000	19,000
.401	Upgrading of Office Buildings		489	1,800	3,200	-
31121	Transport Equipment					
.801	Acquisition of vehicles		875	-	-	-
31122	Other Machinery and Equipment					
.802	Acquisition of IT Equipment		943	4,000	-	-
TOTAL			75,043	89,600	87,400	99,100