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PART A: OVERVIEW OF MINISTRY

I. STRATEGIC NOTE

- 1. Major Achievements for 2012**
- 1,678 inspections and 850 enquiries carried out covering 92,076 workers in various sectors, as a result of which:
 - 176 contraventions recorded; and
 - Rs 831,976 recovered in favour of workers.
 - 5,179 workers sensitised on their rights and responsibilities to promote harmonious industrial relations.
 - 9,543 complaints registered at Labour Offices out of which 8,416 disposed and a sum of Rs 50.5 M recovered in favour of workers.
 - 607 court cases, including criminal cases, disposed of and a sum of Rs 20.7 M recovered in favour of workers.
 - 72 out of 96 representations received at the Conciliation and Mediation Section settled to the satisfaction of parties.
 - 2,216 laid off workers joined the workfare programme, out of which:
 - 1,819 opted for job placement;
 - 186 opted for training and re-skilling; and
 - 211 opted to start up a new business.
 - 2,648 inspections carried out to ensure occupational safety as well as compliance with Safety and Health norms.
 - 3 new regulations introduced under the Occupational, Safety and Health Act 2005 on Noise at Work, Safety of Lifts at Work, and Personal Protective Equipment
 - 1,604 inspections carried out by the Office of the Registrar of Associations to ensure compliance with legislation.
 - 774 registered jobseekers and redundant workers placed in new jobs.
 - 352 Mauritian workers joined the labour market in Canada under the Circular Migration Project.
- 2. Major Constraints and Challenges and how they are being addressed**
- Dependence on other Ministries for completion of actions undertaken (such as prosecution, collection and compilation of statistical data) resulting in delays in processing of work permits and settlement of complaints with respect to industrial relations issues.
 - A concerted effort is being made, both at the level of the Ministry and the concerned departments/organisations to streamline procedures to improve responsiveness and processing.
 - Rising unemployment especially among youth and women.
 - Implementation of the National Youth Employment Programme

(2012-2014) to build capacity and promote/sponsor employable skills to enable youth and women to enter the labour market.

- Mismatch between demand and supply of labour.
 - Implementation of the National Employment Policy to address the requirement of the labour market, mismatch in demand and supply of labour and unemployment.
- Non-responsive skills development and training programme/schemes
 - Review of the training programme/schemes with a view to create a pool of skills based on market needs and a disciplined workforce.

**3. Strategic
Direction
2013-2015**

- Unlock job opportunities to achieve full employment with a focus to address youth and women unemployment.
- Devote resources towards the protection of workers and ensure the prevalence of decent work conditions through the implementation of the Decent Work Country Programme.
- Consolidate the National Tripartite Forum for more effective social dialogue among stakeholders.
- Promote occupational safety and health at workplace and ensure that foreign workers have decent living conditions.
- Enhance good governance in Associations, Trade Unions and Employees Superannuation Funds.

4. Priority Objectives and Major Services to be provided for 2013-2015

Programme 541: Policy and Management for Labour and Employment

Priority Objectives:

- Formulate and implement policies to create job opportunities.
- Promote decent work, support employers and workers to create a safe, conflict-free and productive workplace and facilitate access to gainful employment.

Major Services:

- Promotion of social dialogues among key stakeholders through the National Tripartite Forum.

Programme 542: Labour and Employment Relations Management

Sub-Programme 54201: Employment Relations

Priority Objectives:

- Promote an equitable, sound and conflict-free environment in line with international norms.

Major Services:

- Ensuring compliance by enforcing minimum terms and conditions of employment.
- Settlement of work-related complaints.
- Sensitisation of workers on their rights and obligations.

Ministry of Labour, Industrial Relations and Employment – *continued*

Sub-Programme 54202: Occupational Safety and Health

- Priority Objectives: • Promote a safe work environment in line with international norms.
- Major Services: • Ensuring compliance with Occupational Safety and Health legislations.
- Investigation of notifiable occupational accidents and dangerous occurrences.
- Sensitisation of workers, employers and other stakeholders on Occupational Safety and Health norms.

Programme 543: Registration of Associations, Trade Unions and Superannuation Funds

- Priority Objectives: • Enhance good governance in the operation of registered Associations, Trade Unions, and Employees Superannuation Funds.
- Major Services: • Registration of associations, trade unions and superannuation funds.
- Supervision of associations and trade unions to ensure compliance with relevant legislation.

Programme 544: Employment Facilitation

- Priority Objectives: • Matching of demand and supply on the employment market.
- Major Services: • Effective placement of registered jobseekers and redundant workers.
- Delivery of work permits to foreign workers.
- Training and placement of low skilled young unemployed linked to a proportionate reduction in the number of work permits.
- Granting of licenses to private local recruitment agencies to place Mauritians locally and/or abroad.

II. SUMMARY OF FINANCIAL RESOURCES BY PROGRAMMES AND SUB-PROGRAMMES

Code	Programmes and Sub-Programmes	Rs	Rs	Rs	Rs
		2012 Estimates	2013 Estimates	2014 Planned	2015 Planned
541	Policy and Management for Labour and Employment	35,924,000	38,439,000	38,644,000	38,674,000
542	Labour and Employment Relations Management	121,105,000	145,050,900	144,510,000	144,490,000
54201	Employment Relations	85,719,000	100,908,900	100,626,000	100,651,000
54202	Occupational Safety and Health	35,386,000	44,142,000	43,884,000	43,839,000
543	Registration of Associations, Trade Unions and Superannuation Funds	18,951,000	23,976,000	22,096,000	20,646,000
544	Employment Facilitation	67,055,000	74,909,000	74,523,000	66,308,000
	Total	243,035,000	282,374,900	279,773,000	270,118,000

Ministry of Labour, Industrial Relations and Employment – continued

III. SUMMARY OF FUNDED POSITIONS BY PROGRAMMES AND SUB-PROGRAMMES

Code	Programmes and Sub-Programmes	Total		% Distribution	
		In Post 2012	Funded 2013	2012	2013
541	Policy and Management for Labour and Employment	52	58	10%	11%
542	Labour and Employment Relations Management	253	245	49%	48%
54201	Employment Relations	171	163	33%	32%
54202	Occupational Safety and Health	82	82	16%	16%
543	Registration of Associations, Trade Unions and Superannuation Funds	46	44	9%	9%
544	Employment Facilitation	164	163	32%	32%
	Total	515	510	100%	100%

PART B: SERVICES TO BE PROVIDED AND PERFORMANCE INFORMATION

PROGRAMME 541: Policy and Management for Labour and Employment						
Outcome: Full-employment in a safe and productive workplace						
Outcome Indicator			2011 Actual	2013 Target	2015 Target	2022 Target
% of workforce in employment			92%	92%	93%	95%
DELIVERY UNITS	SERVICES TO BE PROVIDED	PERFORMANCE				
		Service Standards (Indicators)	2011 Actual	2013 Targets	2014 Targets	2015 Targets
Office of the Minister, Office of the Supervising Officer and Administration	S1: Policy and Management Services	SS1: PBB Strategic Plan updated and aligned with ESTP Outcome Framework	May	May	May	May
		SS2: % of relevant budget measures implemented according to published timetable	100%	100%	100%	100%
		SS3: % of requests acknowledged within 5 working days	90%	95%	95%	95%
PROGRAMME 542: Labour and Employment Relations Management						
Outcome: An equitable and safe work environment in line with international norms						
Outcome Indicator			2011 Actual	2013 Target	2015 Target	2022 Target
% of companies complying with Labour legislation			46%	48%	54%	95%
Rate of notifiable accident incidence per 100,000 workers			-	42%	40%	35%
DELIVERY UNITS	SERVICES TO BE PROVIDED	PERFORMANCE				
		Service Standards (Indicators)	2011 Actual	2013 Targets	2014 Targets	2015 Targets
SUB-PROGRAMME 54201: Employment Relations						
Labour and Industrial Relations Division	S1: Enforcement of minimum terms and conditions of employment	SS1: % of workplaces inspected	24%	40%	45%	50%
	S2: Settlement of complaints made at Labour offices	SS1: Rate of settlement of complaints within 3 months	37%	75%	90%	100%
	S3: Sensitisation of workers and other stakeholders on their rights and obligations	SS1: Number of persons covered in workers education sessions	4,155	4,500	5,000	6,000

Ministry of Labour, Industrial Relations and Employment - continued

DELIVERY UNITS	SERVICES TO BE PROVIDED	PERFORMANCE				
		Service Standards (Indicators)	2011 Actual	2013 Targets	2014 Targets	2015 Targets
SUB-PROGRAMME 54202: Occupational Safety and Health						
Occupational Safety and Health Inspectorate	S1: Enforcement of legislation pertaining to Safety and Health	SS1: Number of workplaces inspected	2,900	4,000	4,500	4,700
	S2: Sensitization of workers and other stakeholders on occupational safety and health norms	SS1: Number of persons sensitized on safety and health norms	4,571	5,000	5,500	6,000
PROGRAMME 543: Registration of Associations, Trade Unions and Superannuation Funds						
Outcome: Proper operation of registered Associations, Trade Unions, and Employees Superannuation Funds						
Outcome Indicator			2011 Actual	2013 Target	2015 Target	2022 Target
% of Associations complying with legislation.			30%	40%	50%	80%
DELIVERY UNITS	SERVICES TO BE PROVIDED	PERFORMANCE				
		Service Standards (Indicators)	2011 Actual	2013 Targets	2014 Targets	2015 Targets
Registry of Associations	S1: Registration of associations, trade unions and superannuation funds	SS1: Average number of weeks taken to process an application	8	6	5	4
	S2: Supervision of associations and trade unions to ensure compliance with relevant legislation	SS1: Number of inspections carried out	1,638	2,400	2,600	2,800
PROGRAMME 544: Employment Facilitation						
Outcome: Demand matched with supply on the employment market						
Outcome Indicator			2011 Actual	2013 Target	2015 Target	2022 Target
Average length of unemployment in months			-	< 30	< 26	< 12
DELIVERY UNITS	SERVICES TO BE PROVIDED	PERFORMANCE				
		Service Standards (Indicators)	2011 Actual	2013 Targets	2014 Targets	2015 Targets
Employment Division	S1: Placement of jobseekers, including laid-off workers seeking employment	SS1: Number of jobseekers / unemployed effectively placed	770	1,200	1,350	1,500
		SS2: % placement of laid-off workers seeking employment	28%	32%	40%	50%

Ministry of Labour, Industrial Relations and Employment - *continued*

DELIVERY UNITS	SERVICES TO BE PROVIDED	PERFORMANCE				
		Service Standards (Indicators)	2011 Actual	2013 Targets	2014 Targets	2015 Targets
Employment Division	S2: Provision of a skilled pool of human resource to match industry needs.	SS1: Number of unemployed jobseekers replacing work permit holders	-	6,000	6,000	6,000
	S3: Granting of work permits to foreign workers	SS1: Percentage of work permits finalised within 2 weeks	40%	70%	90%	95%

PART C: INPUTS - FINANCIAL RESOURCES
1. SUMMARY BY ECONOMIC CATEGORIES

Code	Economic Categories	Rs	Rs	Rs	Rs
		2012 Estimates	2013 Estimates	2014 Planned	2015 Planned
21	Compensation of Employees	160,937,000	192,664,900	194,223,000	194,363,000
22	Goods and Services	60,158,000	66,915,000	66,905,000	66,870,000
24	Interest	-	-	-	-
25	Subsidies	-	-	-	-
26	Grants	8,990,000	8,885,000	8,885,000	8,885,000
27	Social Benefits	-	-	-	-
28	Other Expense	-	-	-	-
31	Acquisition of Non-Financial Assets	12,950,000	13,910,000	9,760,000	-
32	Acquisition of Financial Assets	-	-	-	-
	Total	243,035,000	282,374,900	279,773,000	270,118,000

2. SUMMARY FOR YEAR 2013

Code	Programmes	Rs	Rs	Rs	Rs
		Compensation of Employees [code 21]	Goods and Services [code 22]	Subsidies/ Grants [codes 25-28]	Acquisition of Assets [codes 31- 32]
541	Policy and Management for Labour and Employment	23,760,000	14,679,000	-	-
542	Labour and Employment Relations Management	100,864,900	33,741,000	8,885,000	1,560,000
543	Registration of Associations, Trade Unions and Superannuation Funds	16,656,000	3,820,000	-	3,500,000
544	Employment Facilitation	51,384,000	14,675,000	-	8,850,000
	Total	192,664,900	66,915,000	8,885,000	13,910,000

Programme 541: Policy and Management for Labour and Employment

Item No.	Details	Rs	Rs	Rs	Rs
		2012 Estimates	2013 Estimates	2014 Planned	2015 Planned
21	Compensation of Employees	25,462,000	23,760,000	23,975,000	23,975,000
21110	Personal Emoluments	22,010,000	21,230,000	21,445,000	21,445,000
	<i>of which:</i>				
21110010	<i>Service to Mauritius Programme</i>	-	1,200,000	1,200,000	1,200,000
21111	Other Staff Costs	1,852,000	2,380,000	2,380,000	2,380,000
21210	Social Contributions	1,600,000	150,000	150,000	150,000

Ministry of Labour, Industrial Relations and Employment - continued

Item No.	Details	Rs	Rs	Rs	Rs
		2012 Estimates	2013 Estimates	2014 Planned	2015 Planned
22	Goods and Services	10,462,000	14,679,000	14,669,000	14,699,000
22010	Cost of Utilities	2,389,000	2,589,000	2,589,000	2,589,000
22020	Fuel and Oil	445,000	525,000	525,000	525,000
22030	Rent	6,050,000	7,150,000	7,150,000	7,150,000
22040	Office Equipment and Furniture	50,000	200,000	150,000	150,000
22050	Office Expenses	340,000	375,000	375,000	375,000
22060	Maintenance	600,000	650,000	650,000	650,000
22070	Cleaning Services	43,000	48,000	48,000	48,000
22100	Publications and Stationery	500,000	397,000	397,000	397,000
22180	Overseas Travel (Mission and Capacity Building)	-	1,200,000	1,240,000	1,270,000
22900	Other Goods and Services	45,000	1,545,000	1,545,000	1,545,000
	Total	35,924,000	38,439,000	38,644,000	38,674,000
Programme 542: Labour and Employment Relations Management					
Sub-Programme 54201: Employment Relations					
21	Compensation of Employees	54,821,000	68,442,900	68,985,000	69,125,000
21110	Personal Emoluments	48,093,000	60,932,900	61,475,000	61,575,000
21111	Other Staff Costs	6,728,000	6,950,000	6,950,000	6,950,000
21210	Social Contributions	-	560,000	560,000	600,000
22	Goods and Services	20,908,000	22,591,000	22,591,000	22,641,000
22010	Cost of Utilities	3,970,000	4,130,000	4,130,000	4,180,000
22030	Rent	12,150,000	14,000,000	14,000,000	14,000,000
22040	Office Equipment and Furniture	150,000	150,000	150,000	150,000
22050	Office Expenses	750,000	750,000	750,000	750,000
22060	Maintenance	865,000	865,000	865,000	865,000
22070	Cleaning Services	103,000	163,000	163,000	163,000
22090	Security	150,000	150,000	150,000	150,000
22100	Publications and Stationery	780,000	618,000	618,000	618,000
22120	Fees	1,300,000	1,300,000	1,300,000	1,300,000
22170	Travelling within the Republic	60,000	60,000	60,000	60,000
22900	Other Goods and Services	630,000	405,000	405,000	405,000
26	Grants	8,990,000	8,885,000	8,885,000	8,885,000
26210	Current Grant to International Organisations	1,990,000	1,885,000	1,885,000	1,885,000
	<i>of which:</i>				
26210098	<i>Contribution to International Labour Organisation</i>	<i>1,380,000</i>	<i>1,275,000</i>	<i>1,275,000</i>	<i>1,275,000</i>
26210099	<i>Contribution to African Regional Labour Administration Centre</i>	<i>610,000</i>	<i>610,000</i>	<i>610,000</i>	<i>610,000</i>
26313	Current Grant to Extra Budgetary Units	7,000,000	7,000,000	7,000,000	7,000,000
	<i>of which:</i>				
26313013	<i>EPZ Labour Welfare Fund</i>	<i>4,000,000</i>	<i>4,000,000</i>	<i>4,000,000</i>	<i>4,000,000</i>
26313092	<i>Trade Union Trust Fund</i>	<i>3,000,000</i>	<i>3,000,000</i>	<i>3,000,000</i>	<i>3,000,000</i>

Ministry of Labour, Industrial Relations and Employment - continued

Item No.	Details	Rs	Rs	Rs	Rs
		2012 Estimates	2013 Estimates	2014 Planned	2015 Planned
31	Acquisition of Non-Financial Assets	1,000,000	990,000	165,000	-
31132	Intangible fixed Assets	1,000,000	990,000	165,000	-
31132401	<i>Upgrading of ICT</i>	<i>1,000,000</i>	<i>990,000</i>	<i>165,000</i>	-
	<i>(a) Computerisation of Workfare Programme</i>	<i>1,000,000</i>	<i>990,000</i>	<i>165,000</i>	-
	Total	85,719,000	100,908,900	100,626,000	100,651,000
Sub-Programme 54202 : Occupational Safety and Health					
21	Compensation of Employees	24,761,000	32,422,000	32,639,000	32,639,000
21110	Personal Emoluments	21,640,000	29,037,000	29,254,000	29,254,000
21111	Other Staff Costs	3,121,000	3,135,000	3,135,000	3,135,000
21210	Social Contributions	-	250,000	250,000	250,000
22	Goods and Services	10,025,000	11,150,000	11,150,000	11,200,000
22010	Cost of Utilities	1,575,000	1,595,000	1,595,000	1,595,000
22030	Rent	5,900,000	7,000,000	7,000,000	7,000,000
22040	Office Equipment and Furniture	90,000	90,000	90,000	90,000
22050	Office Expenses	1,045,000	1,045,000	1,045,000	1,045,000
22060	Maintenance	210,000	195,000	195,000	195,000
22070	Cleaning Services	48,000	63,000	63,000	63,000
22100	Publications and Stationery	450,000	363,000	363,000	363,000
22120	Fees	344,000	596,000	596,000	596,000
22900	Other Goods and Services	363,000	203,000	203,000	253,000
31	Acquisition of Non Financial Assets	600,000	570,000	95,000	-
31132	Intangible fixed Assets	600,000	570,000	95,000	-
31132401	<i>Upgrading of ICT</i>	<i>600,000</i>	<i>570,000</i>	<i>95,000</i>	-
	<i>of which:</i>				
	<i>(a) Computerisation of Lodging Accomodation Permit System</i>	<i>600,000</i>	<i>570,000</i>	<i>95,000</i>	-
	Total	35,386,000	44,142,000	43,884,000	43,839,000
Programme 543: Registration of Associations, Trade Unions and Superannuation Funds					
21	Compensation of Employees	13,546,000	16,656,000	16,776,000	16,776,000
21110	Personal Emoluments	12,139,000	15,091,000	15,211,000	15,211,000
21111	Other Staff Costs	1,407,000	1,415,000	1,415,000	1,415,000
21210	Social Contributions	-	150,000	150,000	150,000
22	Goods and Services	3,905,000	3,820,000	3,820,000	3,870,000
22010	Cost of Utilities	620,000	625,000	625,000	625,000
22030	Rent	2,350,000	2,350,000	2,350,000	2,400,000
22040	Office Equipment and Furniture	40,000	40,000	40,000	40,000
22050	Office Expenses	220,000	220,000	220,000	220,000
22060	Maintenance	160,000	95,000	95,000	95,000
22070	Cleaning Services	40,000	60,000	60,000	60,000
22090	Security	30,000	35,000	35,000	35,000
22100	Publications and Stationery	225,000	175,000	175,000	175,000
22120	Fees	90,000	90,000	90,000	90,000

Ministry of Labour, Industrial Relations and Employment - continued

Item No.	Details	Rs	Rs	Rs	Rs
		2012 Estimates	2013 Estimates	2014 Planned	2015 Planned
22170	Travelling within the Republic	30,000	30,000	30,000	30,000
22900	Other Goods and Services	100,000	100,000	100,000	100,000
31	Acquisition of Non Financial Assets	1,500,000	3,500,000	1,500,000	-
31132	Intangible fixed Assets	1,500,000	3,500,000	1,500,000	-
31132401	Upgrading of ICT	1,500,000	3,500,000	1,500,000	-
	of which:				
	Computerisation of Registry of Associations	1,500,000	3,500,000	1,500,000	-
	Total	18,951,000	23,976,000	22,096,000	20,646,000
Programme 544: Employment Facilitation					
21	Compensation of Employees	42,347,000	51,384,000	51,848,000	51,848,000
21110	Personal Emoluments	38,857,000	46,564,000	47,028,000	47,028,000
21111	Other Staff Costs	3,490,000	4,310,000	4,310,000	4,310,000
21210	Social Contributions	-	510,000	510,000	510,000
22	Goods and Services	14,858,000	14,675,000	14,675,000	14,460,000
22010	Cost of Utilities	2,475,000	2,525,000	2,525,000	2,525,000
22020	Fuel and Oil	150,000	150,000	150,000	150,000
22030	Rent	8,418,000	8,400,000	8,400,000	8,400,000
22040	Office Equipment and Furniture	175,000	400,000	400,000	175,000
22050	Office Expenses	760,000	750,000	750,000	760,000
22060	Maintenance	1,080,000	1,080,000	1,080,000	1,080,000
22070	Cleaning Services	100,000	125,000	125,000	125,000
22100	Publications and Stationery	925,000	720,000	720,000	720,000
22120	Fees	450,000	400,000	400,000	400,000
22160	Overseas Training	200,000	-	-	-
22900	Other Goods and Services	125,000	125,000	125,000	125,000
31	Acquisition of Non-Financial Assets	9,850,000	8,850,000	8,000,000	-
31132	Intangible Fixed Assets	9,850,000	8,850,000	8,000,000	-
31132401	Upgrading of ICT Infrastructure	7,500,000	7,500,000	7,000,000	-
	e-Government Projects				
	Review and Modernise Work Permit System				
31132104	Enhancement of Employment Service	2,350,000	1,350,000	1,000,000	-
	of which:				
	(a) Upgrading of Labour Market Information System (LMIS)	2,350,000	1,350,000	1,000,000	-
	Total	67,055,000	74,909,000	74,523,000	66,308,000

PART D: INPUTS HUMAN RESOURCES
STAFFING POSITIONS BY PROGRAMMES AND SUB-PROGRAMMES

Salary Code	Position Titles	In Post 2012	Funded Positions		
			2013	2014	2015
Programme 541: Policy and Management for Labour and Employment		52	58	58	58
	Minister	1	1	1	1
02 00 93	Permanent Secretary	1	1	1	1
02 75 82	Principal Assistant Secretary	1	1	1	1
02 45 67	Assistant Secretary	1	1	1	1
01 54 64	Assistant Manager, Financial Operations	1	1	1	1
01 41 55	Financial Operations Officer	2	2	2	2
01 29 49	Assistant Financial Operations Officer	1	1	1	1
21 54 64	Assistant Manager (Procurement and Supply)	1	1	1	1
21 29 49	Assistant Procurement and Supply Officer	1	1	1	1
01 48 59	Senior Internal Control Officer	-	1	1	1
01 29 55	Internal Control Officer	-	-	-	-
08 46 62	Office Management Executive	-	-	-	-
08 41 55	Higher Executive Officer	-	-	-	-
08 37 51	Office Supervisor	1	1	1	1
08 34 55	Confidential Secretary	3	3	3	3
08 31 51	Senior Officer	4	5	5	5
24 27 37	Head Office Care Attendant	1	1	1	1
08 18 48	Officer	15	15	15	15
08 17 44	Word Processing Operator	5	8	8	8
24 13 31	Driver	3	3	3	3
22 27 42	Senior Receptionist/ Telephone Operator		1	1	1
22 12 39	Receptionist/ Telephone Operator	1	-	-	-
24 10 30	Office Care Attendant	5	6	6	6
24 07 27	Store Attendant	-	-	-	-
24 06 25	Handy Worker	3	3	3	3
24 02 21	General Worker	1	1	1	1
Programme 542: Labour and Employment Relations Management		253	245	245	245
Sub Programme 54201: Employment Relations		171	163	163	163
02 00 90	Chairperson, National Remuneration Board	1	1	1	1
-	President, Commission for Conciliation and Mediation	1	1	1	1
02 75 82	Vice Chairperson, National Remuneration Board	1	1	1	1
-	Vice President, Commission for Conciliation and Mediation	1	1	1	1
18 75 79	Director, Labour & Industrial Relations	1	1	1	1
02 67 78	Head Remuneration Analyst	1	1	1	1
18 62 73	Assistant Director, Labour & Industrial Relations	8	8	8	8

Ministry of Labour, Industrial Relations and Employment - *continued*

STAFFING POSITIONS BY PROGRAMMES AND SUB-PROGRAMMES

Salary Code	Position Titles	In Post 2012	Funded Positions		
			2013	2014	2015
02 59 71	Senior Remuneration Analyst	1	1	1	1
18 56 66	Principal Labour & Industrial Relations Officer	12	12	12	12
	Principal Conciliation & Mediation Officer (New Post)	-	-	-	-
08 48 60	Senior Shorthand Writer	2	2	2	2
18 46 61	Senior Labour & Industrial Relations Officer	31	31	31	31
02 44 67	Remuneration Analyst	2	2	2	2
08 42 56	Shorthand Writer	2	2	2	2
08 41 55	Higher Executive Officer	2	2	2	2
08 34 55	Confidential Secretary	2	2	2	2
08 31 51	Senior Officer	3	3	3	3
	Conciliation & Mediation Officer (New Post)	-	-	-	-
18 25 52	Labour & Industrial Relations Officer	52	44	44	44
08 18 48	Officer	15	15	15	15
08 17 44	Word Processing Operator	2	2	2	2
24 13 31	Driver	1	1	1	1
22 12 39	Receptionist/ Telephone Operator	1	1	1	1
24 19 33	Senior Office Care Attendant	1	1	1	1
24 10 30	Office Care Attendant	15	15	15	15
24 06 25	Handy Worker	11	11	11	11
08 37 51	Office Supervisor	-	-	-	-
24 02 21	General Worker	2	2	2	2
Sub-Programme 54202: Occupational Safety & Health		82	82	82	82
18 75 79	Director, Occupational Safety & Health	1	1	1	1
26 65 75	Head, Specialist Support Services	1	1	1	1
	Industrial Psychologist	-	-	-	-
	Occupational Health Physician	-	-	-	-
	Industrial Hygienist	-	-	-	-
18 65 75	Chief Occupational Safety & Health Officer	4	4	4	4
26 49 67	Occupational Safety & Health Engineer	4	4	4	4
18 56 66	Divisional Occupational Safety & Health Officer	5	5	5	5
18 46 62	Principal Occupational Safety & Health Officer	11	11	11	11
18 35 58	Occupational Safety & Health Officer/ Senior Occupational Safety officer & Health Officer	31	31	31	31
08 41 55	Higher Executive Officer	1	1	1	1
08 34 55	Confidential Secretary	-	-	-	-
08 31 51	Senior Officer	1	1	1	1
24 27 37	Head Office Care Attendant	1	1	1	1
08 18 48	Officer	10	10	10	10

STAFFING POSITIONS BY PROGRAMMES AND SUB-PROGRAMMES

Salary Code	Position Titles	In Post 2012	Funded Positions		
			2013	2014	2015
08 17 44	Word Processing Operator	4	4	4	4
24 13 31 24 13 36	Driver	-	-	-	-
22 12 39	Receptionist/ Telephone Operator	1	1	1	1
24 10 30	Office Care Attendant	2	2	2	2
24 06 25	Handy Worker	5	5	5	5
Programme 543: Registration of Associations, Trade Unions and Superannuation Funds		46	44	44	44
18 75 79	Registrar of Associations	1	1	1	1
18 62 73	Deputy Registrar of Associations	1	1	1	1
18 52 66	Principal Inspector of Asociations	3	3	3	3
18 44 58	Senior Inspector of Associations	5	5	5	5
08 41 55	Higher Executive Officer	1	1	1	1
08 31 51	Senior Officer	2	2	2	2
18 25 52	Inspector of Associations	14	13	13	13
08 18 48	Officer	10	10	10	10
08 17 44	Word Processing Operator	2	2	2	2
24 13 31	Driver	1	-	-	-
22 12 39	Receptionist/ Telephone Operator	1	1	1	1
24 10 30	Office Care Attendant	4	4	4	4
24 06 25	Handy Worker	1	1	1	1
Programme 544: Employment Facilitation		164	163	163	163
18 75 79	Director, Employment Service	1	1	1	1
02 75 82	Principal Assistant Secretary	1	1	1	1
18 58 69	Deputy Director, Employment Service	1	1	1	1
18 49 61	Chief Employment Officer	5	5	5	5
02 45 67	Assistant Secretary	2	2	2	2
18 41 55	Senior Employment Officer	14	14	14	14
	Social Worker	-	-	-	-
	Psychologist	-	-	-	-
01 48 59	Senior Financial Operations Officer	1	1	1	1
01 41 55	Financial Operations Officer	1	1	1	1
01 29 49	Assistant Financial Operations Officer	1	1	1	1
21 29 49	Assistant Procurement and Supply Officer	1	1	1	1
08 46 62	Office Management Executive	1	-	-	-
08 41 55	Higher Executive Officer	2	2	2	2
08 37 51	Office Supervisor	-	-	-	-
08 34 55	Confidential Secretary	1	1	1	1
08 31 51	Senior Officer	18	18	18	18
08 29 49	Executive Officer	1	1	1	1
24 27 37	Head Office Care Attendant	1	1	1	1
18 21 50	Employment Officer	30	30	30	30

STAFFING POSITIONS BY PROGRAMMES AND SUB-PROGRAMMES

Salary Code	Position Titles	In Post 2012	Funded Positions		
			2013	2014	2015
08 18 48	Officer	40	40	40	40
08 18 45	Clerical Officer/Higher Clerical Officer	1	1	1	1
08 17 44	Word Processing Operator	8	8	8	8
24 13 31	Driver	2	2	2	2
22 12 39	Receptionist/Telephone Operator	1	1	1	1
24 07 27	Stores Attendant	-	-	-	-
24 10 30	Office Care Attendant	15	15	15	15
24 02 21	General Worker	15	15	15	15
24 02 16					
	Total	515	510	510	510