



GOVERNMENT OF THE  
REPUBLIC OF VANUATU

# GOVERNMENT REMUNERATION TRIBUNAL REVIEW REPORT 2024



PUBLIC SERVICE COMMISSION



17th December 2024

Dear Chairman, Public Service Commission

GRT 2024 REVIEW REPORT FOR PUBLIC SERVICE COMMISSION

I am pleased to advise that the 2024 review of remuneration for the public servants is complete. Attached to this letter is the review report for Public Service Commission.

The GRT Board is grateful for the cooperation shown during the consultations with the Public Service. The Tribunal was able to carry out the review using the important information it collects and those that were provided by the staff of all the Commissions, the Government Ministries, and agencies. The extensive consultations that were undertaken assisted the Tribunal to complete the review successfully.

We are delighted to announce that the 2024 new GRT Determinations were undertaken based on SP10 JobWise@ Methodology, a robust internationally recognized approach with 10 factors point matrix contextualised to Vanuatu setting. Guided by a comprehensive and entrenched Job Classification Standards and market data, the salary structures for all jobs in the public service are determined by placing each job into relevant level of four (4) main career pathways including, Customer & Business Support, Operations, Technical, and Leadership.

We request that you consider the review report and if there are queries that require our clarification, please do advise your staff to take it up with the Department of GRT.

We thank you once again for the assistance provided till the completion of this review.

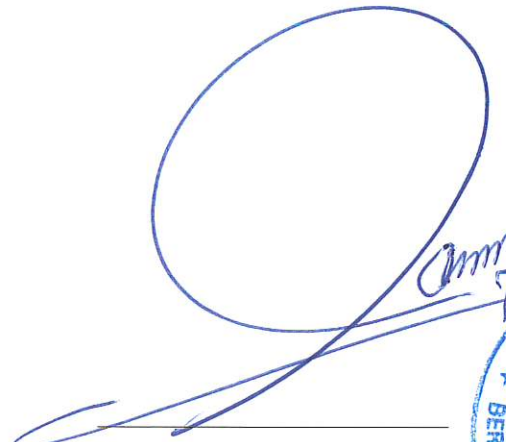
Yours faithfully

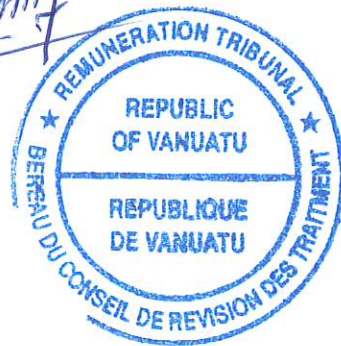
Saby Natonga, Chairman

- Cc:
- Hon. Charlot Salwai Tabimasmas, Prime Minister
  - Cherol Ala Inna, Director General, Prime Minister's Office
  - Johnathan Iavere, Acting Secretary, Public Service Commission
  - Chrono




## GRT 2024 REVIEW REPORT ON REMUNERATION FOR THE JOB POSITIONS UNDER THE PUBLIC SECTOR

  
**Saby Natonga**  
Chairman



  
**Nigel T. Malosu**  
Member

  
**Rosemary Leona**  
Member

## Acknowledgement

Firstly, we acknowledge God for His divine guidance and blessings experienced throughout the 2024 GRT Determinations review.

This report is the end-product of the 2024 New GRT Determination Review process conducted by the GRT Department pursuant to a decision made by the Council of Ministers (COM Decision 068/2023) in response to changes in Consumer Price Index following the Covid-19 pandemic. The GRT Board notes that it took an immense amount of work and it would not exist without the invaluable contributions of a number of incredibly thoughtful, dedicated, supportive people, government partners, and agencies, including:

- GRT Board
- Strategic Pay New Zealand
- New Zealand High Commission
- National Bank of Vanuatu
- Government Ministries, Departments, and Agencies
- Teaching Service Commission
- Police Service Commission
- Public Service Commission
- Judicial Service Commission
- Parliament
- Ombudsman Office
- Office of Attorney General
- Office of Public Prosecutor
- Office of Public Solicitor
- National Audit Office
- GRT Department staff
- HRMs, HROs, Technical officers of Government Ministries

A very special thank you to the Heads of the agencies who agreed to release their technical staff to form the Secondment Officers team that led this landmark review. The GRT Department is eternally grateful to the members of the review team:

- Clement Nasse, Team Leader, Principal Remuneration Analyst, Government Remuneration Tribunal
- George Shem, Principal Job Analyst, Public Service Commission
- Wendy W. Raptigh, Judicial Development and Training Officer, Supreme Court of Vanuatu
- Ben Tokal, Principal Economic Statistician, Vanuatu Bureau of Statistics
- Eric I. Malessas, Principal Policy Analyst, Department of Strategic Policy Planning and Aid Coordination

Finally, we acknowledge all Government employees who are the ultimate beneficiaries of the 2024 new determinations for their patience and understanding throughout the long review period.

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# Acronyms

COM	Council of Ministers
COLA	Cost of Living Adjustment
CPI	Consumer Price Index
GDP	Gross Domestic Product
GRT	Government Remuneration Tribunal
HRM	Human Resource Management
IMF	International Monetary Fund
JCS	Job Classification Standards
JSC	Judicial Service Commission
OAG	Office of Attorney General
OPP	Office of Public Prosecutor
PL	Public Lawyers
PMS	Performance Management System
PSC	Public Service Commission
PSO	Public Solicitor Office
SPL	Senior Public Lawyers
SP	Strategic Pay
TSC	Teaching Service Commission
VBoS	Vanuatu Bureau of Statistics

## 1 INTRODUCTION

This report documents all the works undertaken to produce the 2024 new GRT Determinations for all persons employed by government employing agencies and, in this case, for the job positions of persons employed by the Public Service Commission and related employed bodies.

The GRT is responsible for determining the remuneration of government employees in Vanuatu in accordance with the Government Remuneration Tribunal Act. The purpose of the Act is “to establish a government remuneration tribunal to consider and determine the maximum remuneration payable to those persons employed by or appointed to positions by the Government or by an agency of Government.” The object of this Act is “to adopt principles of consistency, economy of resources, and disciplines in determining the remuneration of those persons employed by, or appointed to positions by, the Government or by an agency of Government.”

Under the GRT Act, the Government Remuneration Tribunal is established, among other things, to “review and determine the maximum remuneration payable, ... and to make a determination that adjusts, either upwards or downwards, the remuneration of any person listed in subparagraphs (i) to (viii) of section 13(1) and in carrying out such functions may “fix scales of remuneration and prescribe rules governing the application of scales of remuneration...”

Those persons listed in Section 13 (1)(a) of the Act are the employees of all the Government ‘employing bodies’ comprising four public service commissions – Public Service, Teaching Service, Police Service and Judicial Service - and other Government entities in the wider public sector.

In other words, the GRT is responsible for setting the pay structure and determining pay rates for all Government employees, and prescribing rules for the implementation of the pay structure and pay determinations.

The Act defines ‘remuneration’ as “a reward for services and includes salaries, wages, allowances, fees, expenses and every other form of income or recompense whatsoever,” and ‘determination’ as “a decision of the Tribunal fixing the maximum amount of remuneration payable to persons subject to this Act.”

Further, according to GRT Act, in determining any remuneration section 16(a - e) expressly states that the Tribunal must have particular regard to the following criteria:

- (a) the need to achieve and maintain relativity with the private sector;
- (b) to ensure that the best persons are employed through a recruitment and retention of personnel policy that takes into account the special responsibilities and duties required of persons employed in Government.
- (c) the adequacy of the current remuneration;
- (d) the aim for consistency and uniformity in remuneration rates;
- (e) the budget and resources available to Government for remuneration when making determinations.

By implementing GRT Act, the present determinations take into account relevant applicable legislation and policies:

- Employment Act
- Minimum Wages Act
- Public Service Act
- Judicial Services & Courts Act
- Police Service Act
- Members Expenses and Allowance Act
- Official Salaries Act
- Education Act
- ILO Convention
- Ombudsman Act

## 2 BACKGROUND

### 2.1 Problem Statement

From 1980 to the mid-1990s, Vanuatu's public services were severely affected by static unattractive pay packages which resulted in high turnover and costs. During mid-1988 and 1989, the GRT Act [Cap 250] attempted to address the issue. However, it was not until the 2017 GRT Determinations (subsidiary legislation to the Principal Act) that pay structures were established and used by all of government and its agencies, raising all/most pay rates.

The Tribunal last reviewed remuneration in 2018. That review resulted in 22 pay determinations which were implemented by the relevant employing bodies between 1st January 2018 and 1st January 2019. A recent evaluation of the implementation of those 2018 determinations discovered serious issues with existing determination implementation practices that have resulted in several anomalies and ultimately incurring high costs to Government.

A market survey of pay rates in Vanuatu in 2023 revealed that Government pay was lagging behind the market by some measures since the last GRT determination in 2018. Apparently, this lag underlies Government's recent policy decision to increase the minimum wage from VT 220 to VT 300.

The pay structure applied to Government jobs deserves special attention because pay rates have an effect on the quality of employees hired, their motivation, their performance, and their satisfaction. This is particularly so at the present time considering evidence of an ever-widening gap between the pay rates being offered by Government employers and employers in the private sector.

**The problem facing the Government**, with regard to remuneration, is that the Government current pay structure does not offer opportunities or incentives for career progression, pay levels are not always competitive compared to those offered in the private sector, and especially those at lower levels such as drivers, cleaners, secretaries and administration officers, are tempted to seek greener pastures in New Zealand and Australia. Anecdotal evidence indicate the morale is low amongst employees with 90% percent complaining of financial hardships, increased debt issues, health issues, limited opportunities and economic inequalities.

**There are also problems** with remuneration inconsistencies and internal relativities across the different Government employing bodies, and with implementation of remuneration determinations.

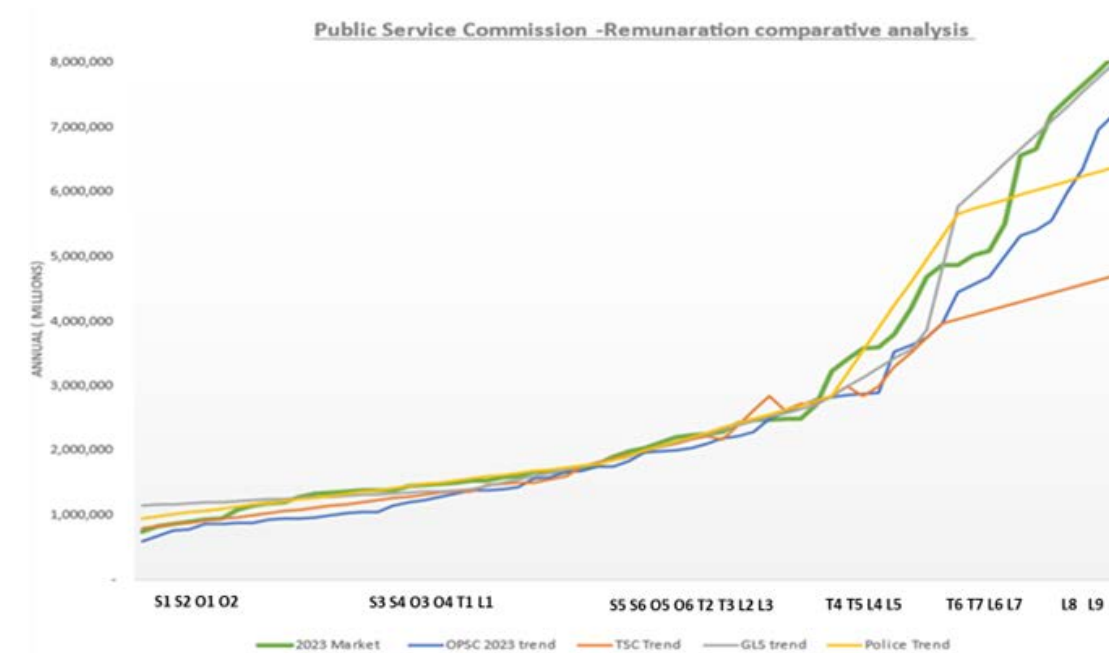
### 2.2 2023 Market Survey Analysis and Remuneration Relativities

In 2023, an independent survey of Vanuatu employers in the public and private sectors was conducted by Strategic Pay - New Zealand. The survey gathered data relating to 10,640 jobs across 22 employers (77% government sector and 23% private sector). The survey methodology was based on Strategic Pay's SP10 job evaluation methodology and JobWise® job mapping methodology.

Independent analysis of the survey data compared pay rates for benchmark jobs in the government and private sectors. Figure 1 presents a comparative analysis of the Survey data on the pay rates of

different levels of jobs under the four Commission or Employing bodies, relative to the benchmark jobs in the market. The Y-axis shows the annual pay while the X-axis shows the career pathways from lower-level jobs (business support and operations), to higher level jobs (Technical and Leadership).

Figure 1 – Comparative Analysis of 2023 Survey data



This analysis reveals notable similarities and differences in Government pay relative to the market. It shows that Government tends to pay employees at different levels on the career pathways, close to the market rate, with some variation. Generally, as the market rate rises, so does Government pay rate of jobs under the commissions. However, compared to low and mid-level jobs, high level technical and leadership jobs tend to lag behind the market.

The analysis revealed a different pattern that is somewhat intriguing. It appears that top level commissioned officer jobs under the Police Service Commission and OAG senior public lawyer jobs under the Judicial Service Commission, have exceeded the market for technical and leadership jobs. Under the Public Service and Teaching Service commissions, S1-S6 and O1-O6 jobs generally have pay rates on par with or below the market.

The analysis also shows that technical and leadership jobs in all the Commissions, with exception of those under the Judicial Service Commission, are being paid below the market. Interestingly, technical and leadership jobs under the Judicial Service Commission, specifically OAG senior lawyers, have pay significantly higher than the market average relative to high level jobs in other commissions.

Overall, while the pay rates for technical and leadership jobs in the Public Service and Judicial Service commissions approach those of the market, the pay rates for comparable jobs in Teaching Service and Police Service commissions are obviously lagging the market. It seems that the Judicial Service Commission believed that pay rates for their technical jobs (OAG senior public lawyers) were lagging far behind the market, so they quickly raised pay rates. Consequently, technical and leadership jobs under the Judicial Services Commission (OAG Senior Public Lawyers) and the Police Services Commission rose above the market while job in other commissions remained below the market.

While the pay of low-level and mid-level jobs tend to follow the market, the opposite situation is observed for high-level jobs. These inconsistencies suggest that employing bodies are not applying GRT determination principles of consistency and uniformity.

2.3 Review of 2018 Determinations

In preparation for 2024 new GRT Determination, the GRT Office conducted a compliance review of the implementation of the 2018 Determination within those employing bodies affected by that determination. The objective of the review was to determine whether the employing bodies complied consistently with 2018 determinations and associated implementation rules and guidelines. The review identified several institutional challenges and related anomalies, in addition to issues highlighted in the problem statement earlier.

There are general observations made regarding inconsistencies, and the pace and basis upon which the employing bodies implemented the 2018 Determination. Some employing bodies promoted employees faster and with significantly higher pay increment than did others. In contrast, under some employing bodies, employee increments are not applied consistently and regularly. In general, employing bodies failed to comply with the prescribed determination guidelines and rules which constitute a legally binding document. There are indications that employing bodies fall short of the standard practice of appointing people to jobs with right level of qualifications and experiences.

There are inconsistencies within and between employing bodies. For example, contrary to other commissions where people are paid based on overall job responsibilities, the Teaching Service Commission differentiates pay based mainly on education qualification. For instance, a person who possesses a bachelor degree in primary teaching is paid higher than someone with a diploma of teaching who teaches in primary schools. Also, it was found that under the Judicial Services Commission, judges were wrongly assigned to the same annual pay band as OAG senior public lawyers, whereas ideally, they should be placed within higher band, reflecting a clear career path in the legal sector.

In relation to the implementation methodology used, the report noted weighting differences in criteria for pay determination between the Teaching Service Commission and Public Service Commission. For example, *“The TSC Determinations has specified and allotted unequivocally the positions of teachers with remunerations criteria such as qualifications, teaching or industry experiences, number of students enrolled, etc. In contrast, PSC Determinations presumably does not prescribe positions and remunerations criteria, but diverts such notion to be integrated within the contents of positions job descriptions. This presumption effectively affirms PSC’s general perspective to consider that qualifications are merely inferior to experience.”*

Noting the weaknesses of the past Determinations, the report also stressed, *“It is extremely vital that PSC and GRT should continue to jointly liaise and collaborate in addressing employments issues such as prolonged implementations of GRT anomalies, approved structures, increments, alignments, regrading, etc, effectively and efficiently subject to PMS.”* By implication, GRT should also collaborate with other employing bodies and ensure there is consistency and uniformity in practice across all of them.

The interactive process of validation of Job Classification Standards also exposed several issues which may be attributed to a lack of proper system of checks or because of malpractices embedded in the systems. Table 1 presents a summary of the key issues observed that need serious consideration by all employing bodies.

Table 1: Key Issues Exposed at Consultations

Components	Issues
Organization Structure	Not properly designed, superfluous positions created, misalignment between function and position, discrepancies in hierarchy of positions labelling, lack of standardization.
Job Descriptions	Outdated or irrelevant JDs, vague job specifications, ambiguous job purpose statement, inappropriate job position labelling, weak standardization.
Salary Grades	Presence of overpaid and underpaid positions, poor job evaluation, improper pay grades granted to certain positions, positions are perceived to be unfairly paid same grade regardless of whether it is a business support, operation, technical, or leadership job.
Performance Management System	Tendency to pay people high salary without proper performance appraisal; Some people move up faster in the salary structure than others; performance appraisal is susceptible to bias judgement; some people not receive salary increment for relatively long time.
Qualifications and Experience	Many outliers: some people are paid far higher or lower than they should, contrary to their current qualifications and experience, and contrary to their nature of work relative to other jobs;
Market relativity	Some positions are paid at the market rate while others lag behind or exceed the market for certain career pathways;

If left unaddressed, these issues can adversely impact organizations effectiveness, HRM functions, employee outcomes, and will eventually weaken the effectiveness of current and future GRT Determinations. These issues can also undermine overall government performance and undue spending. Determination history records show that errors in determination implementation have been costly to Government.

The M&E Report included recommendations for improvement which suggested the need for mutual understanding of the legal framework, greater collaboration between GRT and all the employing bodies. But, most importantly, the findings and recommendations attested of the need for GRT to adopt a new methodology for its 2024 determination. In other words, a robust methodology was needed to prevent anomalies, address inconsistencies, misalignment, and establish clear rules and standards for effective implementation.

2.4 Economic environment

The 2024 New GRT Determinations act as a buffer against domestic economic challenges arising from shifts in global politics and economic trends. The IMF projects a decline in global growth from 3.5 percent in 2022 to 3.0 percent in 2023 and 2.9 percent in 2024, largely due to slowdowns in advanced economies<sup>1</sup>. Despite weaknesses in the manufacturing sector, the services industry remains robust, helping to mitigate these downturns. Additionally, headline inflation is expected to steadily decrease from 8.7 percent in 2022 to 6.9 percent in 2023 and 5.8 percent in 2024.

In Vanuatu, the first Macroeconomic Committee approved in 2023, forecast a downward revision of 1.7 percentage points in real economic growth compared to the fourth quarter of 2022 resulting in a growth of 3.6 percent. However, a robust recovery is anticipated in 2024, with Real GDP

1 Reserve Bank of Vanuatu Quarterly Economic Review September 2023



projected to surge impressively by 4.8 percent, driven by strong performance in the industry sector and sustained government support for Agriculture, Forestry, and Fisheries. Over the medium term (2025-2027), Real GDP is expected to maintain an average annual growth of 3.0 percent, despite ongoing global economic challenges, such as the emergence of new COVID-19 variants.

While economic projections seem encouraging, the Consumer Price Index indicates that inflation will continue to challenge consumer purchasing power for the foreseeable future. According to the Vanuatu Bureau of Statistics, the CPI increased by 5.3% in the first quarter of 2024. In relative terms, the CPI has risen by 33.2% since 2018, the year when the last determination was implemented. Figure 2 illustrates the CPI annual movement.

Thus, if someone's pay stays the same as the prices of goods and services increase, they have less purchasing power because they are getting paid less relative to the cost of living. This is the situation that prompted 2024 new determinations as a cost-of-living adjustment or COLA policy decision by the national Government. Fundamentally, the pay raises meaningfully put into effect public service pay philosophy.

Figure 2 – CPI Annual Movement



## 2.5 Pay Philosophy

The philosophy underpinning this Determination is to promote and motivate the public sector staff with equitable and competitive compensation that adequately shows the value placed in public employees and appreciation for the work they perform in terms of service delivery. Government's intention is to always offer payment standards that reflect organizational values, considering market trends and standards comparison. GRT also consider hiring, retention, budget, and respect to the rules under applicable legal framework. Thus, by applying COLA Government hopes to achieve increased employee loyalty, better morale, and greater productivity. Employee loyalty is necessary to curb potential labour shortages that may arise from overseas migration of skilled and unskilled labour. By offering pay raise, the Employing Bodies hope to attract and retain the best possible employees to public sector and communicate Government's appreciation to those working for the public. Government, through GRT, pledges to keep compensation non-discriminatory and to always offer public employees as comprehensive a salary as Government's financial ability can allow.

## 3 GRT OBJECTIVES AND STRATEGY

After considering the findings of the 2023 Market Survey, the compliance report on the implementation of the GRT's 2018 Determination, and the economic context, it was clear to the GRT that the existing pay structure was not working to attract, motivate or reflect the full potential of employees, or to retain them.

It was also clear that to design a better pay structure, address the shortcomings in existing methodologies and practices used to implement GRT determinations, and avoid the persistent issues such as those identified in the review of the implementation of the 2018 determinations, new methods were needed for evaluating jobs, classifying them, and positioning them within a framework that facilitates career progression and underpins a logical pay structure.

GRT's objectives were therefore:

- To review determinations and apply cost-of-living adjustments by establishing a new internationally-recognized determination process that is reliable, consistent, and replicable
- To standardize job sizing methods by establishing new Job Classification Standards with clear career pathways as a framework for new pay structure
- To reset and establish new market-based pay structure that would meet the needs and context of all the employing bodies
- To arrive at a fair, equitable, and affordable Determinations for all jobs, job categories, and job levels in government

To achieve its objectives, the GRT:

- Evaluated and classified all jobs using new methodology
- Consulted with employing bodies and relevant staff on job placement into career pathways
- Positioned all jobs within a new job class/career pathway framework which is linked to a new pay structure
- Developed a new pay structure based on market-based structure
- Translated existing pay structure to the new pay structure
- Proposed pay increases taking account internal and market relativities, the economic context, pay philosophy, affordability, and sustainability
- Consulted with Ministry of Finance on the proposed new pay structure and pay increases
- Developed rules and standards for implementing determinations
- Made a 2024 Determination

Critical to the success of this strategy has been the decision to engage with Strategic Pay, a New Zealand company with extensive experience working with governments of Pacific Island countries and to actively consult with the employing bodies. With Strategic Pay's methodologies, tools, training, advice, and support, and inputs from the employing bodies, the GRT has been able to design a government pay structure that is more valid, reliable, equitable and robust than previous structures have been. All these works were carried out and customized to arrive at the new salary determinations for each employing body and the Public Service Commission.



## 4 EVALUATION AND CLASSIFICATION OF JOBS

Job evaluation is the systematic process of establishing the relative sizes of jobs by comparing jobs or job content on the basis of common criteria. Effective job evaluation is:

- A comparative process
- A structured and analytical process, applied to data collected for the purpose
- A systematic approach to assessing the relative worth of each job through the application of judgement
- Job-centred, not person-centred

The GRT Office has evaluated all Government jobs using the Strategic Pay's SP10 evaluation methodology, job classification standards, and JobWise job mapping framework. These tools were tailored to the Vanuatu context and carefully calibrated for compatibility with existing systems and approaches. How to use the tools is captured in a manual. The SP10 methodology uses a '10 point-factor' approach (see Table 2) drawing on a framework of job classification standards, descriptors of factors, against which each job is evaluated to gauge the relative size of jobs on the basis of common criteria. The methodologies focus on jobs not the people doing the jobs.

Table 2: 10 Factors

Factors	Description
1. Education	The minimum level of education required to perform the functions of the position competently. This combines formal as well as informal levels of training and education.
2. Experience	The level of experience typically required to perform the role competently. This experience is in addition to formal education, and assesses both the nature and breadth of general, technical and managerial experience.
3. Complexity	The level of predictability in the role and the innovative or conceptual thinking required to respond to external influences impacting on the organization and the position.
4. Scope	The breadth or scope of the position (i.e., the level of influence in the organization). This factor assesses the level of management, working relationships and influence the position is required to exercise in the organization.
5. Problem Solving	The nature and complexity of problem solving expected of the jobholder. This includes the judgement exercised, availability of rules and guidelines to assist in problem solving, the degree of analysis and research required, and the originality, ingenuity and initiative required to arrive at a solution.
6. Freedom to Act	The extent of supervision, direction or guidance imposed on the jobholder and the freedom the jobholder has to take action.

7. Impact / Results of Decisions	The impact of the discretionary judgement a jobholder has when making competent decisions within their control. The evaluator must consider the direct impact of a typical, repeatable (and competent) decision that would be made without reference to a supervisor. This factor measures the discretionary or marginal impact the jobholder's decisions have and not the consequence of error.
8. Interpersonal Skills	The level of interpersonal skills required for dealing with employees within the organization, as well as external clients or customers and / or the public in general.
9. Authorities	The formal authority levels exercised in the position, including financial, staffing and contractual authorities. This includes routine and capital expenditure, the authority to employ and dismiss staff, and also the authority to enter into contracts on behalf of the organization.
10. People Management	The responsibility for the supervision and management of staff within the organization, including project team management and indirect supervision.

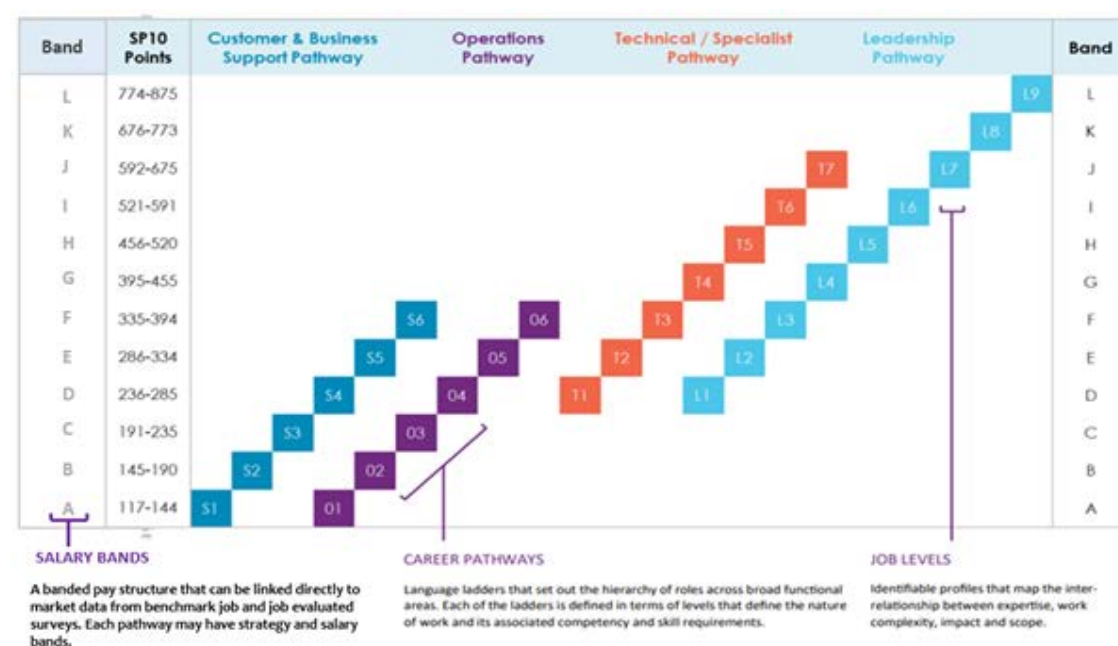
On the basis of job classification, the JobWise® job mapping framework methodology assigns jobs firstly to generic career pathways, and then to job levels that best match job content and skill requirements. The outcome is a career pathway and level for every job. (Career pathways and job class refer to the same thing and the terms are used interchangeably.)

The JobWise® job mapping methodology streams work into four functional streams:

- Leadership
- Technical
- Operations
- Customer and Business Support

The functional streams are laid out to demonstrate the hierarchy of jobs levels within Career Pathways relative to each other as depicted in Figure 3.

Figure 3 – The JobWise Framework



This framework integrates bands, career pathways, and job levels. Each stream has a number of well-described complementary levels, with examples of roles at each level. The requirements relating to all jobs are presented in Job Classifications Standards Tables (refer to Appendices).

The design of job classification systems is complex undertaking<sup>2</sup>. They must combine flexibility and coherence. Experts assert that a job classification needs to be flexible to fit to the evolving needs of the organization and the competences available on the job market. However, the classification also needs to be coherent and stable over time. This is because it is a tool for the government to manage promotions, training needs, and implement strategic planning. Moreover, it provides employees with transparency and predictability regarding their pay and career, hence is an important component of attractiveness.

An effective job classification system must find the right level of precision and specification in positions and grades. When too precise, it makes it difficult for managers to adapt a job to changing circumstances, such as the introduction of new tasks, technology or working methods. On the other hand, if too broad, it may not give enough room to differentiate pay according to job characteristics, which may affect employer attractiveness. It may also make it harder to manage career paths.

An effective job classification is related to the purpose of use. Hence, the needs of recruiters have to match the job classification system and standards. A one-to-one correspondence between demand and classification has the advantage of precision, transparency, and efficiency in the matching process. However, if the job classification is too narrow, frequent revisions will be needed. This is because a public servant is hired under a particular job classification but expects that the role or the working conditions will evolve as changes in working conditions or the work environment within those boundaries are possible in broader dynamic environment.

2 OECD (2021), The Public Sector Pay System in Israel, OECD Publishing, Paris.

## 5 PROPOSED NEW PAY STRUCTURE

The pay structure is a survey-based pay structure. Under the survey structure, the data for benchmark jobs were provided in terms of low quartile, median, and upper quartile. This information is applied to the new salary structure grades of minimum, midpoint, and maximum, respectively.

The pay structure for each job class/career pathway and associated levels for all persons appointed by the Public Service Commission is presented in Appendices, together with related JCS. The pay structure provides a uniform framework to consistently determine how employees are paid. As a scale, it is made up of pay grades for different levels of jobs. Except for higher level jobs, for most jobs and job classes/career pathways, each Band has a range spread ranging from Grade 1 (minimum) to Grade 9 (maximum) with a midpoint Grade 5.

The career pathways and levels within pathways in the JobWise framework correspond to the pay bands that underpin the pay structure. The new pay structure commonly applies to all jobs regardless of the employing body, unless stated otherwise by the GRT. This is a change from the previous practice whereby each employing body applied different principles.

It must be noted that the salary structure also designed as a performance-based structure. A performance-based structure implies that an officer appointed to a position has the opportunity to receive a minimum salary and move up each salary grade subject to improvement in job performance. Thus, this salary structure design is adopted to provide that an employee salary is not permanently constant or fixed. The design allows and an employer to grant an employee an upward adjustment where applicable; for example, if the officer shows consistent improvement at the job.

While a performance-based structure gives an advantage for employees, a performance-based structure can be misapplied or abused by an employer. For instance, without applying a reliable Performance Management System and applying the relevant rules of application provided in the Determinations, an employing agency, with legitimate authority they possess, might promote an employee to a higher salary grade subjectively and/or within short period of time. Under the new 2024 Determination rule, an employer may administer an increment if and only if the employee performs his/her job successfully during two years in a row. Experience attests of the fact that some employing bodies, deviate from this rule, by moving staff up faster than others.

Below is a set of design features that the employing bodies should take into consideration when applying the new pay structure. The GRT will establish compliance mechanisms to ensure these features are understood and adhered to in practice.

### 5.1 Design Features

- Pay structure is based on the job classes/career pathways and levels established under the new methodology
- The job classes/career pathways and levels within each job class/career pathway correspond to pay bands in the Job Classification Standards framework
- Consider all 10 factors when designing and evaluating positions, instead of focusing on education and experience



- iv. Jobs are evaluated on the basis of the job, not the person occupying the job
- v. The pay grid is designed in accordance with the Job Classification Standards framework, used to place all jobs in the appropriate band and grades.
- vi. Jobs that have similar job evaluation scores are grouped under the same band with standard specifications or factor descriptors.
- vii. Job holders may move from jobs in the support or operation career pathways to jobs in the technical or leadership pathways on condition that they upgrade to meet the prescribed JCS factor descriptors.
- viii. The maximum and minimum pay for each job class/career pathway job level reflect the pay ranges in the Vanuatu job market, based on the 2023 market survey
- ix. The grades system is designed in way that allow pay-for-performance policies and application of pay philosophy
- x. Grades are designed with extended range spread in order to allow 'headroom' to reward high performers
- xi. Increments are administered every two (2) years for all job positions; increment applied below the mid-point are administered by the Head of agency while increment applied above the mid-point require Commission's or Board's formal approval, denoting performance excellence.
- xii. Increments are administered only to job holders who consistently demonstrate highest level performance during two (2) consecutive years in the same position.
- xiii. Increments will vary in size using a percentage formula rather than an absolute amount and the rate may vary depending on whether it is applied to grades above or below a midpoint.
- xiv. Reward and monitor staff performance by having a higher incremental growth formula for higher level staff than for lower levels.
- xv. All employing bodies are obliged to apply GRT established Job Classification Standards and associated guidelines when carrying out HRM design practices (e.g., JD reformulation, Training, Performance Appraisal, Recruitment & Selection) and organizational design (restructure).
- xvi. Inappropriate job design or job grading practice and arbitrary decisions relating to appointments of people by employing bodies, contrary to established JCS undermine and bridges GRT principles of pay relativities, internal and external alignments, and criteria of consistency and uniformity.

## 6 2024 DETERMINATION PROCESS

To determine the appropriate pay for each job, several factors were taken into account including:

1. Market relativities (2023 survey analysis)
2. Minimum wage rate
3. Consumer Price Index
4. Affordability and sustainability of potential pay increases
5. Government pay policy

Following consultations with the employing bodies, jobs were linked to pay grades on the pay grid. The final stage, was to apply standard percentage increases, where applicable, to the pay for each job. This process achieves fairness, internal relativity and alignment. Working with the Department of Finance, the Team compared the existing costs for each employing body with the costs if the proposed new rates were applied.

### 6.1 Pay Adjustments rates and assumptions

The SP10 and related survey findings have provided for a new salary structure according to all four career pathways with an average increase of 8% from one grade to the next. The new salary structure for the bottom level jobs, S1 and O1, was automatically adjusted at 4% increase to follow the market starting salary in accordance with the new minimum wage. The new adjustment parameter is consistent with the Bred Bank 2016 survey findings. This 2016 survey revealed that employers in private sector usually increase salaries of their staff by paying between 2% to 10% range on top of base salary in response to CPI change. Assuming that this private sector range remained applicable against present CPI, GRT ensures the 2024 new GRT Determination decisions keeps the Government policy in sync with the private sector parameter.

However, in most cases, pay adjustments for jobs in this instance were determined considering the status of the current annual pay, position, and career pathway, and relative to other jobs in the organization. For jobs that were reset to new base pay in the new pay structure, it is anticipated that the employing bodies will incrementally raise the pay to higher grade based on good performance. Similarly, the challenge of adjusting pay increases also took into account other factors, the most common of which are endogenous discrepancies and GRT governing principles, including fairness, internal relativities, consistency, acceptability, resource and discipline. Ultimately, market-derived parameters are applied in salary adjustments decisions in order to minimize variance; and also, adjustments are made in such a manner to maintain homogeneity and interdependency between jobs, career pathways, and organizations as a whole.

### 6.2 Proposed new guidelines/rules for applying the pay structure and implementing GRT determinations

The GRT submits to employing bodies the following recommendations for new rules for applying the pay structure and implementing GRT determinations. These guidelines should be applied in order to maintain consistency and uniformity and also uphold fairness and equity in practice. The GRT will establish compliance mechanisms to monitor implementation of these guidelines and rules.

1. Maintain collaboration with GRT Office by consulting and seeking guidance when designing new jobs (JDs) and Job Specifications, even restructuring.
2. Develop and implement Performance Management System (PMS) and other relevant HRM practices in line with 4 Career Pathways and related Job Classification Standards
3. Always make appointment of people to positions on merit and in accordance with the principle of “Right Person in the Right Position” at all times taking into account the GRT pay framework.
4. Ensure job and organizational designs or job-related reforms are undertaken with expert input from or by competent or technical personnel in order to maintain best practice and integrity of the institutional processes.
5. Consider revision of Job Description and templates to incorporate features that bring JD into alignment with Job Classification Standards and Pay Structure
6. Maintain that incremental pay increases from one pay grade to the next is based on reliable PMS process and objective criteria.
7. Establish a committee of competent individuals to review, adapt, and monitor the implementation of the organization’s structures and Job Descriptions with related templates.
8. Realign organizational change processes, procedure, and adapt existing human resource management practices to the new GRT methodology and technology.



## 7 TOTAL TOP-UP COST OF 2024 DETERMINATIONS

Constitutional Bodies		187	39,652,802
OPSC	PMO	110	30,978,020
	MOIA	293	74,626,999
	MFEM	360	79,491,037
	MOET	211	40,585,837
	MOCC	188	47,887,060
	MALFFB	354	76,751,001
	MOFAET	79	16,446,584
	MOH	1407	211,811,147
	MIPU	290	54,163,249
	MOJCS	193	40,991,800
	MOL	128	25,985,663
	MOT	122	25,471,006
	MOYS	59	15,267,316
TOTAL		3981	780,109,521





## 8 APPENDICES

**Appendix 8A.** GRT Determination 2 of 2024 – The Determination on the Office Designation Structure, the Job Classification Standards, the Salary Structure, and The Allowances for the positions of Directors General, the Heads of the Constitutional Bodies, and the Heads of the Statutory Entities.

**Appendix 8B.** GRT Determination 7 of 2024 – The Determination on the Job Classification Standards and the Salary Structure for the positions of Directors, and Deputy Directors appointed by the Public Service Commission.

**Appendix 8C.** GRT Determination 8 of 2024 – The Determination on the Job Classification Standards and the Salary Structure for the positions of the Public Servants employed by the Public Service Commission and other public sector employing bodies.

**Appendix 8D.** GRT Determination 9 of 2024 – The Determination on the Job Classification Standards and the Salary Structure for the positions of Medical Officers employed by the Public Service Commission.

**Appendix 8E.** GRT Determination 10 of 2024 – The Determination on the Job Classification Standards and the Salary Structure for the positions of Dental Officers employed by the Public Service Commission.

**Appendix 8F.** GRT Determination 11 of 2024 – The Determination of the Job Classification Standards and the Salary Structure for the positions of Allied Health Officers employed by the Public Service Commission.

**Appendix 8G.** GRT Determination 12 of 2024 – The Determination on the Job Classification Standards and the Salary Structure for the positions of Nurses employed by the Public Service Commission.

**Appendix 8H.** GRT Determination 13 of 2024 – The Determination on the Job Classification Standards and the Salary Structure for the positions of Ancillary Care and Support of Government Clinical Sector employed by the Public Service Commission

**Appendix 8G:** GRT Determination 21 of 2024 – Determination on Job Classification Standards and Salary Structure for the positions of a Secretary General and an Assistant Secretary General of a Provincial Council, and of a Town Clerk and a Deputy Town Clerk of a Municipal Council.

**Appendix 8I.** GRT Determination 25 of 2024 – The Determination on the Job Classification Standards and the Salary Structure for the positions of Specialist Technical Advisor employed on contract by Government or Public Sector Employing bodies.

**Appendix 8J.** GRT Determination 31 of 2024 – The Determination on the Job Classification Standards and the Salary Structure for the positions of Chief Executive Officers of Statutory bodies, Statutory corporation, and State-owned enterprises.

**Appendix 8K.** GRT Determination 33 of 2024 – The Determination on the Salary Related Allowances

**Appendix 8A.** GRT Determination 2 of 2024 – The Determination on the Office Designation Structure, the Job Classification Standards, the Salary Structure, and The Allowances for the positions of Directors General, the Heads of the Constitutional Bodies, and the Heads of the Statutory Entities.

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### OFFICE OF THE GOVERNMENT REMUNERATION TRIBUNAL

**GRT DETERMINATION 2 OF 2024**  
Notice No. .... of 2024

**PUBLIC SERVICE COMMISSION**

**THE GRT DETERMINATION ON OFFICE DESIGNATION STRUCTURE, THE JOB CLASSIFICATION STANDARDS, THE SALARY STRUCTURE, AND ALLOWANCES FOR THE POSITIONS OF DIRECTORS GENERAL, THE HEADS OF THE CONSTITUTIONAL BODIES, AND THE HEADS OF THE STATUTORY ENTITIES.**

The Determination sets out the office classification or designation structure, the job classification standards, the salary structure and allowances for the positions of Directors General of government Ministries as appointed under Section 18 of the Public Service Act, and for the positions of Heads of Constitutional bodies, and the Heads of the Statutory entities. It sets out the contents as follows:

PART	CONTENT	PAGE
1	GENERAL	2
2	THE OFFICE DESIGNATION STRUCTURE	3
3	THE JOB CLASSIFICATION STANDARDS TABLES FOR THE POSITIONS OF THE DIRECTORS GENERAL, THE HEADS OF CONSTITUTIONAL, AND THE HEADS OF STATUTORY ENTITIES	4
4	THE SALARY STRUCTURE FOR THE POSITIONS OF DIRECTORS GENERAL, THE HEADS OF CONSTITUTIONAL BODIES, AND THE HEADS OF THE STATUTORY ENTITIES	8
5	THE RULES OF APPLICATION AND RELATED MATTERS	9
6	ALLOWANCES	9



PART 1 – GENERAL

Authority

- 1.1 This Determination is issued pursuant to section 13 of the Government Remuneration Tribunal (GRT) Act.
- 1.2 The Tribunal may issue guidance notes from time to time to assist the Commission in the administration of this Determination.

Application

- 1.3 This Determination applies to the position of the Director General as appointed by the Public Service Commission (PSC) under Section 18 of the Public Service Act.
- 1.4 The Determination applies to the following constitutional position(s):
- (i) The Auditor General as appointed under article 25(4) of the Constitution
- 1.5 The Determination applies to the following statutory positions:
- (i) The Clerk of the Parliament as appointed under the Section 15(1) of the Parliament Act,
- (ii) The Commissioner of Police as appointed under the section 7(A) of the Police Act, and
- (iii) The Secretary of the Public Service Commission as appointed under Section 13(1) of the Public Service Act.
- 1.6 In accordance with Section 25 of the GRT Act, the Employment Contract of the current holder of a position mentioned on paragraphs 1.3, 1.4, or 1.5 will be taken to have been modified to conform to the Determination.
- 1.7 The Determination assigns the positions specified in paragraphs 1.3, 1.4, and 1.5 to the Leadership career pathway of SP10 Jobwise® Framework as depicted in Table 1.2 below

Table 1.2	The Career Pathways for Directors General and Heads of Constitutional & Statutory Agencies		
Career Pathways	Bands	Levels	Positions
Leadership	L	L9	Director General, Central Agencies; Secretary, PSC
	K	L8/L9	Director General, Line Ministry; Auditor General; Clerk of Parliament; Commissioner of Police

Effective date

- 1.8 This Determination takes effect as of 1<sup>st</sup> December 2024.

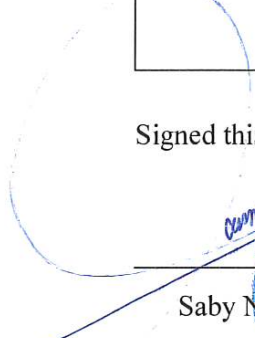
PART 2 – THE OFFICE DESIGNATION STRUCTURE


[GRT Determination 2 of 2024: The Office Designation Structure for the Directors General, the Heads of Constitutional, and the Heads of Statutory Bodies.]

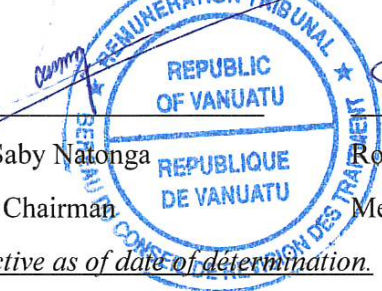
- 2.1 The offices so mentioned on paragraph 1.3, 1.4, and 1.5 are categorized into two main classes or designations, CLASS DG.A and CLASS DG.B, where CLASS A depicts Heads of offices of Central Agencies of government that oversee or control overall government administration, and CLASS B depicts watchdog offices and Line Agencies or ministries that manage and deliver public services.
- 2.2 The classifications' structure designation is shown on the Table 2.2 below. The offices are classified by reference to the ministry, the public Constitutional position or the Statutory position.

Table 2.2	The Offices Classification Structure Table as designation of Central Agencies and Line Agencies		
CLASS	LEVEL	Directors General - Ministry:	Heads - Constitutional and Statutory Body:
DG.A	L9	1. Prime Minister's Office 2. Finance and Economic Management	Secretary, Public Service Commission
DG.B	L8	3. Agriculture, Livestock, Fisheries, Forestry, and Biosecurity; 4. Climate Change and Geo – Hazard; 5. Education and Training; 6. Health; 7. Infrastructure and Public Utilities; 8. Internal Affairs; 9. Justice and Community Services; 10. Lands & Natural Resources; 11. Trade & Commerce; 12. Youth Development & Sports; 13. Foreign Affairs International Cooperation & External Trade	Auditor General; Clerk of Parliament; Commissioner of Police


Signed this 17<sup>th</sup> day of December, 2024.

  
Saby Natonga  
Chairman

  
Rosemary Leona  
Member



Effective as of date of determination.

  
Nigel T. Malosu  
Member

PART 3 – THE JOB CLASSIFICATION STANDARDS TABLES FOR THE POSITIONS OF THE DIRECTORS GENERAL, THE HEADS OF CONSTITUTIONAL BODIES, AND THE HEADS OF THE STATUTORY ENTITIES

[GRT Determination 2 of 2024: The Job Classification Standards Tables for the Positions of the Directors General and the Heads of Constitutional and Statutory Bodies.]

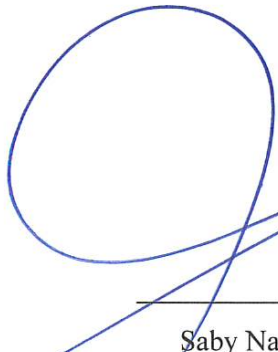
Table L. L9		The Job Classification Standards Table for the positions of the Directors General, the Heads of Constitutional Bodies, and the Heads of the Statutory offices classified under CLASS DG.A as assigned to Band L and the Leadership pathway Level L9			
Band	Grade & Score	Jobwise Pathway Descriptor	Leadership Pathway Level 9 Factor Descriptors (Leadership pathway Jobs must supervise at least one person under an approved organisation structure, to be evaluated based on this career pathway)		Typical L9 Positions
L	L9 774-875	<b>Senior Manager:</b>  Leadership of a single function or aspect of a large function where the impact on overall organisation end results (Political, strategic, and financial) is major and direct	Education	<b>K. TERTIARY / ADVANCED PROFESSIONAL</b> Requires multiple degrees in diverse disciplines, e.g., Medical Specialist / LLB extending beyond PhD level, applying advanced theoretical and applied knowledge at the international forefront of the discipline or enterprise.	Director General, Central Agencies  Secretary, PSC
			Experience	<b>K. EXECUTIVE DIRECTION</b> Extensive experience in managing, leading and directing a major division/ function of a large organisation, or the CEO / Director General of a small organisation.	
			Complexity	<b>E. COMPLEX</b> High level of innovation and adaptability required to react to rapidly changing circumstances. Significant demands made to control, harmonise, and motivate all or major sections of a large and diverse organisation, within continuously changing environment, both locally and internationally.	
			Scope	<b>F. GENERAL MANAGEMENT</b> Coordination and direction of multiple divisions and functions or departments in an organisation.	
			Problem Solving	<b>F. EVALUATIVE</b> Little routine is involved. Problems are primarily of a strategic nature requiring analysis and evaluation of several alternative solutions. Guidelines may provide a general framework, but considerable judgement and initiative are required to find the best possible solution.	
			Freedom to Act	<b>G. BROAD GUIDANCE</b> Determines own strategies to meet the overall objectives of the organisation. Little guidance is available on the range of business activities that can be undertaken. Expected to resolve all but major corporate-wide problems independently.	
			Impact of Decisions	<b>E. IMPACT</b> Direct impact of a single discretionary decision causes critical impact, which can be expressed in vatu terms of hundreds of thousands of vatu.	
			Interpersonal Skills	<b>F. LEAD/ DIRECT (LARGE ORGANISATION)</b> Coordinating and direction of senior management from all areas of the organisation	
			Authority	<b>D. FINANCIAL AUTHORITY.</b> Approves routine expenditure within budgetary limits and is accountable for an expenditure budget.	
			People Management	<b>D 3.</b> Has full supervisory / managerial responsibility for 30 –99 staff. This includes allocation of work, accountability for their outputs, quality etc. and appraisal of their performance. (may also apply to medium and larger staff numbers)	

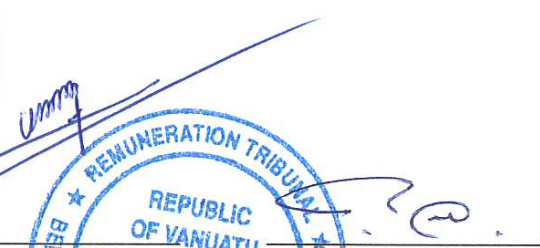
Table K. L8		The Job Classification Standards Table for the positions of the Directors General, the Heads of Constitutional Bodies, and the Heads of the Statutory offices classified under CLASS DG.B and as assigned to Band K and the Leadership pathway Level L8			
Band	Level & Score	Jobwise Pathway Descriptor	Leadership Pathway Level 8 Factor Descriptors (Leadership pathway Jobs must supervise at least one person under an approved organisation structure, to be evaluated based on this career pathway)		Typical L8 Positions
K	L8 676-773	<b>Function Manager:</b>  Leadership of a single function or aspect of a large function where the impact on overall organization end results is significant. Typically managing managers or team leaders with staff in technical/ specialist roles requiring high levels of expertise.	Education	<b>J. TERTIARY / PROFESSIONAL</b> Requires applied knowledge and understanding of the theoretical knowledge base in a specialised field or equivalent level of management. One or more academic degrees in a specific discipline is essential to perform complex assignments and formulate appropriate responses to resolve both concrete and abstract problems requiring analytical, specialist technical and creative input. VQF 8-10	Director General, Line Ministry  Police Commissioner  Clerk of Parliament  Auditor General
			Experience	<b>J. DIVERSE EXPERIENCE</b> The job requires experience in managing and administering a major function or a small / medium organisation, or a major department / brand of a large organisation.	
			Complexity	<b>D. INVOLVED</b> While the end results are generally defined, the means of achieving them are unspecified. Continuous balancing o conflicting demands from diverse sources is required and a high level of unpredictability and variability is encountered.	
			Scope	<b>E. CORPORATE</b> Functional responsibility at a corporate level, involving central coordination of a specialist or staff function and requiring the integration or coordination of activities and influence over relevant policy and procedures in all operating areas of a large organisation.	
			Problem Solving	<b>E. COMPLEX</b> Problems contain unusual and unexpected elements which have not been previously encountered. Extensive research ay be required, possibly extending up to 9-12months. Corporate policies and in-house expertise will not provide a complete answer to the problem.	
			Freedom to Act	<b>E. GUIDANCE</b> The jobholder is expected to work with a large degree of independence within the organisation's plans, policies and reporting requirements. Overall guidelines and objectives are discussed initially, and progress is reviewed intermittently and informally	
			Impact of Decisions	<b>D. IMPACT</b> Direct impact of a single discretionary decision causes major impact, which can be expressed in vatu terms of tens of thousands of vatu. (Managers of larger teams and more resources)	
			Interpersonal Skills	<b>E RESOLVE/SHAPE</b> Extensive contact at a senior level requiring high level of communication skills (e.g. mediating, advocating, counselling, negotiating) on sensitive, difficult, and complex issues; and / or the skills required for leading a very small organisation.	
			Authority	<b>D. FINANCIAL AUTHORITY.</b> Approves routine expenditure within budgetary limits and is accountable for an expenditure budget.	

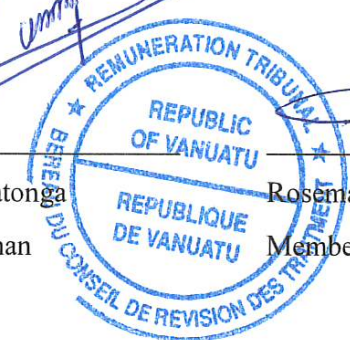


			<b>People Management</b>	<b>D 1 - 2. STAFF RESPONSIBILITY</b> Has full supervisory / managerial responsibility for 30-99 staff. This includes allocation of work, accountability for their outputs, quality etc. and appraisal of their performance. OR Project Coordinator (Managing Project Manager) of projects long than 4 years who have oversight of Project Managers, project teams of over 100 people.	
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Signed this 17<sup>th</sup> day of December, 2024.

  
Saby Natonga  
Chairman

  
Rosemary Leona  
Member



Effective as of date of détermination.

  
Nigel T. Malosu  
Member

**Appendix 8B.** GRT Determination 7 of 2024 – The Determination on the Job Classification Standards and the Salary Structure for the positions of Directors, and Deputy Directors appointed by the Public Service Commission.

GOVERNMENT OF THE  
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OFFICE OF THE GOVERNMENT  
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OFFICE OF THE GOVERNMENT REMUNERATION TRIBUNAL		
GRT DETERMINATION 7 OF 2024 Notice No.... of 2024  PUBLIC SERVICE COMMISSION		
THE GRT DETERMINATION ON THE JOB CLASSIFICATION STANDARDS AND THE SALARY STRUCTURE FOR THE POSITIONS OF DIRECTORS AND DEPUTY DIRECTORS APPOINTED BY THE PUBLIC SERVICE COMMISSION.		
This Determination sets out the Job Classification Standards and the Salary Structure for the positions of Directors and Deputy Directors. It comprises:		
PART	CONTENT	PAGE
1	GENERAL	2
2	THE RULES OF APPLICATION AND RELATED MATTERS	3
3	ALLOWANCES	4
4	THE JOB CLASSIFICATION STANDARDS TABLES FOR THE POSITIONS OF DIRECTORS AND DEPUTY DIRECTORS	6
5	THE SALARY STRUCTURE TABLE FOR THE POSITIONS OF DIRECTORS AND DEPUTY DIRECTORS	10

**PART 1. GENERAL**

**1.1 Authority:**

**1.1.1** This Determination is issued pursuant to section 13(1) of the Government Remuneration Tribunal Act No. 20 of 1998 [CAP 250].

**1.1.2** The Tribunal may issue guidance notes from time to time to assist the employing bodies in the administration of this Determination.

**1.2 Application:**

**1.2.1** The Determination applies to the positions of Directors employed under section 18(1) of the Public Service Act [CAP 246], and the positions of Deputy Directors appointed by the Public Service Commission.

**1.2.2** This Determination shall also apply to any positions the Commission deems comparable in job value to the position of Director or Deputy Director.

**1.2.3** In accordance with Section 25 of the GRT Act, and where applicable, the Employment Contract of the holder of a position of Director will be taken to have been modified to conform to the Determination.

**1.2.4** The Determination assigns the positions specified in paragraphs 1.2.1 and 1.2.2 to the Leadership career pathway of SP10 Jobwise® Framework as depicted in Table 1.2 below:

Table 1.2	The Career Pathways for the positions relative to Director and Deputy Director		
Career Pathways	Bands	Levels	Positions
Leadership	K	L8	Director;
	J	L7	Deputy Director; Deputy Secretary, OPSC

**1.3 Effective date:**

**1.3.1** This Determination takes effect as of 1<sup>st</sup> December 2024.

**1.3.2** As and when this Determination takes effect, it shall supersede and revoke any determination or decision relating to any form of salary payable to a Director or Deputy Director appointed by the Public Service Commission.

**PART 2. THE RULES OF APPLICATION AND RELATED MATTERS**

**2.1 Setting the Salary**

**2.1.1** The Commission shall determine the work value or increment or promotion or allowance for the positions stated in PART 1 paragraphs 1.2.1 and 1.2.2 in accordance with the Job Classification Standards set out in PART 4 Table K.L8 and Table J.L7.

**2.1.2** A new person appointed to the position of Director or Deputy Director shall be paid the starting salary determined for the position.

**2.1.3** The starting or minimum annual salary and grade for the position of Director shall be DIR 2.1 – VT 5,390,000.

**2.1.4** The starting or minimum annual salary and grade the position of Deputy Director shall be D/DIR 1.1 – VT 4,682,250.

**2.1.5** A person holding a position of Director may be placed in Class DIR 3 minimum grade only and only if the grades in Class DIR 2 have been justly exhausted.

**2.1.6.** Pursuant to PART 5 Table 5, the maximum salary for the position of Director shall be DIR 3.2 – VT 6,675,300, and the maximum salary for the position of a Deputy Director shall be DDR 1.6 – VT 5,360,000.

**2.1.7** Notwithstanding paragraphs 2.1.2, 2.1.3, 2.1.4., the Commission shall ensure it exercises prudent business judgement and assign starting pay grades upon merit, commensurate with performance outcomes, qualification, experience, the responsibilities and accountabilities of the office as set out in PART 4 Table K.L8 and Table J.L7.

**2.2 Adjustment to Salary:**

**2.2.1** An adjustment to salary shall be made in accordance with a reliable performance process and requirements, and according to the terms and condition of employment.

**2.2.2** A salary increment may be administered for the positions stated on PART 1, paragraphs 1.2.1 and 1.2.2 only if the employee consistently demonstrates high performance for two (2) consecutive years or more.

**2.1.3** Relative to paragraph 2.2.1, a Director may be promoted to receive a DIR 3 salary only and only if he or she has performed exceptionally well and consistently for four (4) or more years consecutively and only when the Class DIR 2 grades have been justly exhausted.

**2.2.4** The Commission is expected to exercise its legal or regulatory authority and shall employ all necessary means and discipline or consider demotion to ensure an employee who has received an increment or promotion so continues to maintain high level performance.

2.3 Other Officers

2.3.1 The employing body shall apply this Determination on salary and allowances for the Deputy Director to a person who is appointed as Deputy Secretary of the Office of the Public Service Commission.

2.3.2 The maximum annual salary for the Deputy Director and the Deputy Secretary, as stated on paragraph 2.3.1, is Grade DDR 1.6 – Vt. 5,360,000.

2.4. Acting

2.4.1 An employee, when acting in the positions as stated in PART 1 paragraphs 1.2.1, 1.2.2, and 1.2.3, shall be paid according to the starting annual salary set for that substantive position in this Determination.

PART 3. ALLOWANCES.

3.1. Allowances for the position of Director

3.1.1 The employing body may pay the allowances depicted in Table 3.1 to the position of Director, but not more than the set ceiling or maximum amount.

Table 3.1 – Director Allowances	
Types of Allowances	Maximum (Ceiling)/ Monthly (VT)
Housing	60,000
Child	20,000
Fuel	0
Telephone	8,000

3.1.2 Fuel Allowance

The Commission may pay the employee a monthly fuel allowance of any amount directly on government vehicle held by the employee but not more than 35,000vt per month. In the event the employee uses personal vehicle to conduct official duties, the employer may pay a monthly fuel allowance of not more than 22,000vt.

3.1.3 Accommodation

The employee is entitled to a reasonably furnished Government house. If a government house is not available, the employer shall be responsible to accommodate the Employee at a house that is similar standard to a Government furnished house but at rental fee of not more than 100,000vt per month, inclusive of rent tax and in accordance to tender procurement procedures. In the case where an employee stays at their own house, the employer may pay any allowance rate but not more than 60,000 VT as monthly ceiling.

3.2.4 Child Allowance

The Commission shall pay child allowance for children under 18 years of age according to policies provided in the Public Service Staff Regulation Manual for each child. For more than three (3) children, the monthly total amount must be

3.2.5 Telephone Allowance

The Commission may pay a telephone allowance to the employee but not more than 8,000vt a month.

3.2.6 Establishment Allowance

In the case where a government house is provided, the employee is entitled to a one-off establishment allowance not more than twenty-five thousand vatu (25,000vt.), payable on commencement of the employment contract, for purpose of assisting the employee with the immediate costs of installation and rental of a telephone line and telephone at his or her residence.

3.2.7 End of contract entitlements

The employee shall be entitled to a severance allowance calculated at the rate of two (2) months remuneration for every year of the performance of the contract of employment.

3.2. Allowances for the position of Deputy Director

3.2.1 Type of Allowances

The Commission may administer the allowances listed below to the position of Deputy Director:

- (i) Child or Family allowance
- (ii) Housing allowance

3.2.1 Maximum Allowances

The allowances specified in 3.2.1 shall not be paid above the maximum amounts as specified below:

Table 3.2 – Deputy Director Allowances	
Types of Allowance	Maximum (Monthly)
Housing	30,000
Child	20,000
Fuel	0
Telephone	0

3.2.3 Child Allowance

The Commission shall pay a child allowance per child according to policies as provided in the Public Service Staff Manual. For more than three (3) children, the monthly total amount must be paid promotionally per child, but not be more than the maximum amount specified under Table 3.2.

3.2.4 Other Allowances

Subject to formal approval by the Tribunal, the Commission may administer other types of allowances deemed payable to the position of Deputy Director.



[GRT Determination 7 of 2024: The Job Classification Standards Tables for the positions of Directors and Deputy Directors as assigned to the Leadership career pathway Level 7 & Level 8, Band J and Band K.]

Table K. L8		The Job Classification Standards Table for the position of the Director as assigned to Band K and Leadership pathway Level L8.			
Band	Level & Score	Jobwise Pathway Descriptor	Leadership Career Pathway Level 8 Factor Descriptors (Jobs requiring varied degree of leadership, supervision of people, power, and oversight of general management functions)		Typical L8 Positions
K	L8 676-773	<b>Function Manager:</b>  Leadership of a single function or aspect of a large function where the impact on overall organization end results is significant. Typically managing managers or team leaders with staff in technical/ specialist roles requiring high levels of expertise.	<b>Education</b>	<b>J. TERTIARY / PROFESSIONAL</b> Requires applied knowledge and understanding of the theoretical knowledge base in a specialized field or equivalent level of management. One or more academic degrees in a specific discipline is essential to perform complex assignments and formulate appropriate responses to resolve both concrete and abstract problems requiring analytical, specialist technical and creative input. -VQF 8-10	Director
			<b>Experience</b>	<b>J. DIVERSE EXPERIENCE</b> The job requires experience in managing and administering a major function or a small / medium organization, or a major department / brand of a large organization.	Principal Electoral Officer
			<b>Complexity</b>	<b>D. INVOLVED</b> While the end results are generally defined, the means of achieving them are unspecified. Continuous balancing o conflicting demands from diverse sources is required and a high level of unpredictability and variability is encountered.	Chief Statistician
			<b>Scope</b>	<b>E. CORPORATE</b> Functional responsibility at a corporate level, involving central coordination of a specialist or staff function and requiring the integration or coordination of activities and influence over relevant policy and procedures in all operating areas of a large organization.	Chief Information Officer
			<b>Problem Solving</b>	<b>E. COMPLEX</b> Problems contain unusual and unexpected elements which have not been previously encountered. Extensive research ay be required, possibly extending up to 9-12months. Corporate policies and in-house expertise will not provide a complete answer to the problem.	Secretary General
			<b>Freedom to Act</b>	<b>E. GUIDANCE</b> The jobholder is expected to work with a large degree of independence within the organization's plans, policies and reporting requirements. Overall guidelines and objectives are discussed initially, and progress is reviewed intermittently and informally	Citizenship
				Commissioner of Labour	
				Registrar General	


			Impact of Decisions	<b>D. IMPACT</b> Direct impact of a single discretionary decision causes major impact, which can be expressed in vatu terms of tens of thousands of vatu. (Managers of larger teams and more resources)	
			Interpersonal skills	<b>E. RESOLVE/SHAPE</b> Extensive contact at a senior level requiring high level of communication skills (e.g. mediating, advocating, counselling, negotiating) on sensitive, difficult, and complex issues; and / or the skills required for leading a very small organization.	
			Authority	<b>D. FINANCIAL AUTHORITY.</b> Approves routine expenditure within budgetary limits and is accountable for an expenditure budget.	
			People Management	<b>D. 1 - 2. STAFF RESPONSIBILITY</b> Has full supervisory / managerial responsibility for 30-99 staff. This includes allocation of work, accountability for their outputs, quality etc. and appraisal of their performance. OR Project Coordinator (Managing Project Manager) of projects long than 4 years who have oversight of Project Managers, project teams of over 100 people.	

Table J. L7		The Job Classification Standards Table for the positions of the Deputy Director as assigned to Band J and Leadership pathway Level L7.			
Band	Grade & Score	Jobwise Pathway Descriptor	Leadership Career Pathway Level 7 Factor Descriptors (Jobs requiring varied degree of leadership, supervision of people, power, and oversight of general management functions)		Typical L7 Positions
J	L7 592-675	<b>Section Leader:</b>  Responsible for managing a section part of a division/ department, where effective utilization of staff is important and impact on stakeholder satisfaction is significant. Staff will include technical specialists and programme/	Education	<b>I. TERTIARY / SPECIALIST</b> Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. -VQF 6-7	Deputy Director
			Experience	<b>H. SPECIALISED EXPERIENCE</b> The job requires extensive specialised experience in a technical, scientific, or professional field, normally gained through relevant professional qualifications together with significant post qualification practical experience; OR Experience of a more general 14-15 years	Deputy Secretary, OPSC
			Complexity	<b>C. DEFINED</b> The end results required and policy frameworks are defined but independent thought is necessary to coordinate conflicting demands and optimize efficiency.	Deputy CIO
			Scope	<b>D. MANAGERIAL</b> Management or control of a significant operational or functional unit / division, including the planning, directing and controlling of all activities within the unit, or a CEO / Director General of very small organisation.	Secretary, Law Commission
					Deputy Commissioner of Labour
					National Security Advisor,

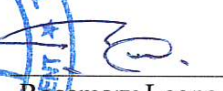


Project roles, managed directly or through team leaders	<b>Problem Solving</b>	<b>D. VARIED</b> Problems are varied and the solution requires research though diverse and perhaps contradictory ceases. Initiative and judgement is necessary in interpretation. In general, many of these problems extend far beyond the need for short term solutions, with the research required extending between 1-3 months.	VNSC  Secretary General, Citizenship
	<b>Freedom to Act</b>	<b>D. GENERAL INSTRUCTIONS</b> Work is subject to general instructions only, and specific completion targets are normally specified. Progress reviews are usually undertaken but in most instances assistance by a superior is given only when requested.	
	<b>Impact of Decisions</b>	<b>C. Impact Direct</b> Impact of a single discretionary decision causes significant impact, which can be expressed in vatu terms of thousands of vatu.	
	<b>Interpersonal Skills</b>	<b>D. INFLUENCE / PERSUADE</b> Considerable contact influencing staff either in a management role requiring sound communication skills or in roles requiring well-developed advisory /consultative / facilitation skills.	
	<b>Authority</b>	<b>B. Financial Authority.</b> Authorises minor expenditure from another person's budget.	
	<b>People Management</b>	<b>C. 1</b> Has full supervisory / managerial responsibility for 11-29 staff. This includes allocation of work, accountability for their outputs, quality etc. and appraisal of their performance.	

Signed this 17<sup>th</sup> day of December, 2024.



Saby Natonga  
Chairman



Rosemary Leona  
Member

Effective as of date of determination.

  
Nigel T. Malosu  
Member




## PART 5. THE SALARY STRUCTURE FOR THE POSITIONS OF DIRECTOR AND DEPUTY DIRECTOR

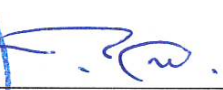
[GRT Determination 7 of 2024: The Salary Structure Table for the positions of Director, as assigned to the Leadership career pathway Level L8 Band K, and the Deputy Director, as assigned to the Leadership pathway Level L7 Band J.]

Determination 7 of 2024:						
Table 5 – The Salary Structure for the positions of Directors (DIR) and Deputy Directors (DDR)						
VANUATU GOVERNMENT - GOVERNMENT REMUNERATION TRIBUNAL						
PUBLIC SERVICE COMMISSION – DIRECTOR AND DEPUTY DIRECTOR						
PERFORMANCE-BASED SALARY STRUCTURE						
Band	Score	Class	Level	Grade	Annual Salary	Range
K	773	DIR 3	L8	DIR 3.2	6,675,300	Maximum
	762			DIR 3.1	6,418,250	Minimum
	752	DIR 2	L8	DIR 2.4	6,161,200	Maximum
	740			DIR 2.3	5,904,120	
	730			DIR 2.2	5,647,000	
J	719			DIR 2.1	5,390,000	Minimum
	730	DDR 1	L7	DDR 1.6	5,360,000	Maximum
	719			DDR 1.5	5,137,000	
	708			DDR 1.4	4,850,000	
	698			DDR 1.3	4,794,100	
	687			DDR 1.2	4,738,160	
	676			DDR 1.1	4,682,250	Minimum

Signed this 17<sup>th</sup> day of December, 2024.




Saby Natonga  
Chairman



Rosemary Leona  
Member

Effective as of date of determination.

  
Nigel Malosu  
Member



**Appendix 8C. GRT Determination 8 of 2024 – The Determination on the Job Classification Standards and the Salary Structure for the positions of the Public Servants employed by the Public Service Commission and other public sector employing bodies.**

GOVERNMENT OF THE  
REPUBLIC OF VANUATU  
OFFICE OF THE GOVERNMENT  
REMUNERATION TRIBUNAL  
PMB 9094 Port Vila, Vanuatu  
Tel: (678) 23625 Fax: 263181



GOVERNEMENT DE LA  
RÉPUBLIQUE DE VANUATU  
BUREAU DE CONSEIL DE RÉVISION DES  
TRAITEMENTS  
SPR 9094 Port-Vila, Vanuatu  
Tél: (678) 23625 Télécopie: 263181

OFFICE OF THE GOVERNMENT REMUNERATION TRIBUNAL		
GRT DETERMINATION 8 of 2024 Notice No. .... of 2024		
COMMISSIONS & GOVERNMENT EMPLOYING BODIES		
THE GRT DETERMINATION ON THE JOB CLASSIFICATION STANDARDS AND THE SALARY STRUCTURES FOR GENERAL POSITIONS OF PUBLIC SERVANTS APPOINTED BY COMMISSIONS AND VARIOUS GOVERNMENT EMPLOYING AGENCIES.		
This Determination sets out the Job Classification Standards and the salary structures for general positions of public servants, appointed by Commissions and various government employing agencies, as assigned to the SP10 Jobwise® career pathways, including the Customer and Business Support, Operations, Technical, and the Leadership. It comprises:		
PART	CONTENT	PAGE
1	GENERAL	2
2	THE RULES FOR APPLICATION OF DETERMINATION FOR POSITIONS OF PUBLIC SERVICE OFFICERS	3
3	RELATED MATTERS - ALLOWANCES	4
4	THE REFERENCE TABLE FOR DETERMINATION COMPONENTS AND CAREER PATHWAYS	5
5A	THE JOB CLASSIFICATION STANDARDS TABLES FOR THE POSITIONS OF PUBLIC SERVANTS ASSIGNED TO THE LEADERSHIP CAREER PATHWAY	6
5B	THE SALARY STRUCTURE TABLE FOR THE POSITIONS OF PUBLIC SERVANTS ASSIGNED TO THE LEADERSHIP CAREER PATHWAY	12
6A	THE JOB CLASSIFICATION STANDARDS TABLES FOR THE POSITIONS OF PUBLIC SERVANTS ASSIGNED TO THE TECHNICAL CAREER PATHWAY	14
6B	THE SALARY STRUCTURE TABLE FOR THE POSITIONS OF PUBLIC SERVANTS ASSIGNED TO THE TECHNICAL CAREER PATHWAY	20
7A	THE JOB CLASSIFICATION STANDARDS TABLES FOR THE POSITIONS OF PUBLIC SERVANTS ASSIGNED TO THE OPERATIONS CAREER PATHWAY	22
7B	THE SALARY STRUCTURE TABLE FOR THE POSITIONS OF PUBLIC SERVANTS ASSIGNED TO THE OPERATIONS CAREER PATHWAY	28
8A	THE JOB CLASSIFICATION STANDARDS TABLES FOR THE POSITIONS OF PUBLIC SERVANTS ASSIGNED TO THE CUSTOMER AND BUSINESS SUPPORT CAREER PATHWAY	30
8B	THE SALARY STRUCTURE TABLE FOR THE POSITIONS OF PUBLIC SERVANTS ASSIGNED TO THE CUSTOMER AND BUSINESS SUPPORT CAREER PATHWAY	36

**PART 1 GENERAL**

**1.1 Authority:**

**1.1.1** This Determination is issued pursuant to section 13(1) of the Government Remuneration Tribunal Act No. 20 of 1998 [CAP 250].

**1.1.2** The Tribunal may issue guidance notes from time to time to assist the Employing bodies in the administration of this Determination.

**1.2 Application:**

**1.2.1** The Determination applies to the positions occupied by persons employed by the Public Service Commission as public servants under section 8(1)(b) of the Public Service Act.

**1.2.2** The Determination may apply to positions of public servants employed by other Commissions and various employing agencies of government.

**1.2.3** This Determination may, on the written consent of the Tribunal, be applied to officers employed by or appointed to positions by a Government Agency including but not limited to a Statutory Entity, a Statutory Corporation and a State-Owned Enterprise.

**1.2.4** This Determination does not apply to a member of the Vanuatu Police Force or positions for teachers or nurses or persons working in the clinical or Health sector.

**1.2.5** This Determination does not apply to the positions of the Directors General and Directors whose appointment is made under section 18 of the Public Service Act.

**1.2.6** This Determination does not apply to the Deputy Directors, Chief Executive Officers, Deputy Executive Officers of Statutory Entity, Statutory Corporation and State-Owned Enterprise.

**1.2.7** This Determination applies to all jobs or positions assigned to the Leadership (Levels L1-L6), the Technical (Levels T1- T6), the Operations (Levels O1-O6), and the Customer and Business Support (Levels S1-S6) career pathways of SP10 JobWise® Framework.

**1.3 Effective Date:**

**1.3.1** This Determination takes effect as of 1<sup>st</sup> December 2024.

**1.3.2** This Determination supersedes any determination or decision made on the salary of employees appointed by the Public Service Commission under section 8(1)(b) of the Public Service Act.

**PART 2 THE RULES FOR APPLICATION OF DETERMINATION FOR THE POSITIONS OF THE PUBLIC SERVANTS**

**2.1 Setting the Salary:**

- 2.1.1** Employing bodies shall determine the work value for the position of the officers stated on paragraphs 1.2.1, 1.2.2 and 1.2.3 in accordance with the Classification Standards and the Salary Structure set out in this Determination.
- 2.1.2** In the process of designing a new position and fixing its salary grade, the Commission shall ensure the contents of the new Job Descriptions align to and reflect the relevant Job Classification Standards as set out in this Determination.
- 2.1.3** In the context specified in 2.1.2, the Commission shall consult, evaluate, and carefully apply the Job Classification Standards contents so as to accurately determine the appropriate career pathway and level of a new job.
- 2.1.4** In determining the work value of the position specified in section 1.2.1, 1.2.2 and 1.2.3, and with respect to paragraphs 2.1.2 and 2.1.3, the Commission is expected to exercise prudent business judgement by applying salaries based on merit, commensurate with the responsibilities and accountabilities of the office as depicted by the relevant Job Classification Standards.
- 2.1.5** An officer, other than the officer serving her or his probation, when acting on a position higher than her or his substantive position shall be paid the salary for that position until such time she or he is no longer acting.
- 2.1.6** A new person appointed to a vacant or new position shall be paid the minimum annual salary (i.e base salary) belonging to the Band and pathway Level to which the position has been formally assigned as laid out in relevant salary structure.
- 2.1.7** A Cadet and an Intern shall be paid an hourly rate as determined below.

	VQF	Grade	Hourly Rate (VT)
Intern	Level 7	Ps S 3.9 Maximum	670
		Ps S 3.1 Minimum	580
Cadet	Level 1 or Level 2	Ps S 1.9 Maximum	480
		Ps S 1.1 Minimum	320

**2.2 Adjustment to Salary:**

- 2.2.1** Adjustment to salary shall be made in accordance with established performance guidelines and grading system, and within the ability of the employing agency to retain or promote the person with the necessary qualification and skills.
- 2.2.2** Based on established and reliable performance standards, a salary increment may be applied only to a person who has demonstrated an outstanding performance consistently for two (2) consecutive years or more.
- 2.2.3** Where applicable, an increment to be applied to salary grades below the salary Midpoint within a Band of the Salary Structure shall be administered upon approval of the Head of the agency.

- 2.2.4.** Where applicable, an increment to be applied to salary grades set above the Midpoint within a Band of the Salary Structure shall be subject to a recommendation made by the Head of agency to the employing body for approval and a note of commendation for excellence to the officer.
- 2.2.5** An employing body may promote an officer to a position assigned to a salary Band higher than the officer's current post, only and only if that officer has met the relevant job requirements contained in the Job Classification Standards that corresponds to that higher Band.
- 2.2.6** An employing agency shall pay the minimum salary to an officer if he or she is promoted to a position assigned to a salary Band that is higher than the officer's current salary Band.

**PART 3 RELATED MATTERS - ALLOWANCES**

**3.1 Take home pay entitlements:**

- 3.1.1** An officer, as specified in 1.2.1, other than an Intern, shall be entitled to (i) a Housing Allowance and (ii) a Child Allowance.
- 3.1.2** An employing agency may, in consultation with GRT, implement any other allowances deemed payable to officers in high level positions in any career pathways as set out in PART 1 paragraph 1.2.7.
- 3.1.3** The details on allowances are presented in the GRT Determination 33 of 2024.

**PART 4 THE REFERENCE TABLE FOR DETERMINATION COMPONENTS AND CAREER PATHWAYS**

**4.1** The Classification Standards and Salary Structures for the officers stated in section 1.2.1, 1.2.2, 1.2.3 who are appointed to the positions assigned to the four (4) main jobwise career pathways and levels specified in section 1.2.7, are presented in a series of tables in this Determination according to the order and reference details specified in the Table 4.1 below.

Table 4.1 Reference Details to Determination Components

Career Pathway	Determination Component	Pathway Levels	Bands	Reference to Assorted Tables
Leadership (L)	Job Classification Standards	L6	I	Table I. L6
		L5	H	Table H. L5
		L4	G	Table G. L4
		L3	F	Table F. L3
		L2	E	Table E. L2
		L1	D	Table D. L1
	Salary Structure	L1 – L6	D – I	Table L1-L6
Technical (T)	Job Classification Standards	T6	I	Table I. T6
		T5	H	Table H. T5
		T4	G	Table G. T4
		T3	F	Table F. T3



		T2	E	Table E. T2
		T1	D	Table D. T1
	Salary Structure	T1 – T6	D – I	Table T1-T6
Operations (O)	Job Classification Standards	O6	F	Table F. O6
		O5	E	Table E. O5
		O4	D	Table D. O4
		O3	C	Table C. O3
		O2	B	Table B. O2
		O1	A	Table A. O1
	Salary Structure	O1-O6	A – F	Table O1-O6
Customer & Business Support (S)	Job Classification Standards	S6	F	Table F. S6
		S5	E	Table E. S5
		S4	D	Table D. S4
		S3	C	Table C. S3
		S2	B	Table B. S2
		S1	A	Table A. S1
	Salary Structure	S1 – S6	A – F	Table S1-S6

		and associated budgets.	<b>Problem Solving</b>	<b>C. ROUTINE / VARIED</b> Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.	Head – Aid Coordination Unit
			<b>Freedom to Act</b>	<b>C. PROCEDURES</b> Work conforms to specified procedures and the results are clearly defined. Work is subject to in-progress review and guidance and assistance are readily available.	Financial Controller
			<b>Impact of Decisions</b>	<b>B. 1 IMPACT</b> Direct impact of a single discretionary decision causes some impact, which can be expressed in vatu terms of hundreds of vatu	Manager – Customs
			<b>Interpersonal Skills</b>	<b>C. ADVISE / SUPERVISE</b> Discusses and seeks cooperation from people in other areas of the organisation, and / or has some supervisory responsibility.	Manager-FMIS
			<b>Authority</b>	<b>B Financial Authority.</b> Authorises minor expenditure from another person’s budget.	Manager-Customs Revenue
			<b>People Management</b>	<b>B. Has full supervisory / managerial responsibility</b> for up to 10 staff. This includes allocation of work, accountability for their outputs, quality etc. and appraisal of their performance	Manager – ICT Policy  Manager- Investigation and Legal Services

PART 5A THE JOB CLASSIFICATION STANDARDS TABLES FOR THE POSITIONS OF PUBLIC SERVANTS ASSIGNED TO THE LEADERSHIP CAREER PATHWAY

[GRT Determination 8 of 2024: The Job Classification Standards Tables for the positions of Public Servants as assigned to Band D to Band I and the Leadership career pathway Level L1 to Level L6.]

Table I. L6		The Job Classification Standards Table for the positions of Public Servants as assigned to Band I and the Leadership pathway Level L6			
Band	Grade & Score	Jobwise Pathway Descriptor	Leadership Career Pathway Level L6 Factor Descriptors (Jobs requiring varied degree of supervision of people, power, and oversight of general management functions)		Typical L6 Positions
I	L6 521-591	Team Manager: Manages staff assigned to specified administrative, operational, or technical roles who work independently as technical specialists. Ensures decisions of management are articulated and implemented. Manages and monitors work	Education	<b>I. TERTIARY / SPECIALIST</b> Requires a specialist diploma at under-graduate level or a generic university bachelor’s degree, i.e., no specific discipline, or equivalent level of education. -VQF 6-7	Manager – Rates & Taxes
			Experience	<b>H. SPECIALISED EXPERIENCE</b> The job requires extensive specialised experience in a technical, scientific, or professional field, normally gained through relevant professional qualifications together with significant post qualification practical experience; OR Experience of a more general. 12-13years	Manager – Budget
			Complexity	<b>B. PRACTICAL</b> The application of practical skills or acquired knowledge to undertake well-defined activities, but with the need for individual judgement.	Head-Monitoring and Evaluation Unit
			Scope	<b>D. MANAGERIAL</b> Management or control of a significant operational or functional unit / division, including the planning, directing and controlling of all activities within the unit, or a CEO / Director General of very small organisation.	Head – Policy and Planning Unit

Table H. L5		The Job Classification Standards Table for the positions of Public Servants as assigned to Band H and the Leadership pathway Level L5			
Band	Grade & Score	Jobwise Pathway Descriptor	Leadership Career Pathway Level L5 Factor Descriptors (Jobs requiring varied degree of supervision of people, power, and oversight of general management functions)		Typical L5 Positions
H	L5 456-520	Team Leader: Team leaders at this level tend to fall into one of the two types: either technical specialists with one or more assigned technical staff, or lower-level specialist with a team of business or technical support staff. Planning, scheduling, and monitoring work and associated budgets.	Education	<b>I. TERTIARY / SPECIALIST</b> Requires a specialist diploma at under-graduate level or a generic university bachelor’s degree, i.e., no specific discipline, or equivalent level of education. -VQF 6-7	Executive Officer
			Experience	<b>H. SPECIALISED EXPERIENCE</b> The job requires extensive specialised experience in a technical, scientific, or professional field, normally gained through relevant professional qualifications together with significant post qualification practical experience; OR Experience of a more general 10-11 years	Manager – Programs
			Complexity	<b>C. DEFINED</b> The end results required and policy frameworks are defined but independent thought is necessary to coordinate conflicting demands and optimise efficiency.	Manager – Financial Accounting
			Scope	<b>D. MANAGERIAL</b> Management or control of a significant operational or functional unit / division, including the planning, directing and controlling of all activities within the unit, or a CEO / Director General of very small organisation.	Manager – Revenue
			Problem Solving	<b>D. VARIED</b> Problems are varied and the solution requires research through diverse and perhaps contradictory cases. Initiative and judgement is necessary in interpretation. In general, level needs research, required extending between 1 – 3 months.	Head of Treaties & Convention
			Freedom to Act	<b>D. GENERAL INSTRUCTIONS</b> Work is subject to general instructions only, and specific completion	Principal Economist

				targets are normally specified. Progress reviews are usually undertaken but in most instances assistance by a superior is given only when requested.	Manager – Debt Head – Asia Pacific
			Impact of Decisions	<b>B. IMPACT</b> Direct impact of a single discretionary decision causes some impact, which can be expressed in vatu terms of hundreds of vatu	
			Interpersonal Skills	<b>D. INFLUENCE / PERSUADE</b> Considerable contact influencing staff either in a management role requiring sound communication skills or in roles requiring well-developed advisory / consultative / facilitation skills.	
			Authority	<b>B. FINANCIAL AUTHORITY (LOW)</b> Authorises minor expenditure from another person's budget	
			People Management	<b>C.</b> Has full supervisory / managerial responsibility for 11–29 staff. This includes allocation of work, accountability for their outputs, quality etc. and appraisal of their performance.	

			Impact of Decisions	<b>B.</b> Direct impact of a single discretionary decision causes some impact, which can be expressed in vatu terms of hundreds of vatu. (supervise small team or provides advice)	Manager – Information Technology
			Interpersonal Skills	<b>C. ADVICE/ SUPERVISE (MEDIUM)</b> Discusses and seeks cooperation from people in other areas of the organisation, and / or has some supervisory responsibility.	
			Authority	<b>B. FINANCIAL AUTHORITY (LOW)</b> Authorises minor expenditure from another person's budget	
			People Management	<b>B. STAFF RESPONSIBILITY (LOW)</b> Has full supervisory / managerial responsibility for up to 10 staff. This includes allocation of work, accountability for their outputs, quality, etc, and appraisal of their performance	

Table G. L4		The Job Classification Standards Table for the positions of Public Servants as assigned to Band G and the Leadership pathway Level L4			
Band	Grade & Score	Jobwise Pathway Descriptor	Leadership Career Pathway Level L4 Factor Descriptors (Jobs requiring varied degree of supervision of people, power, and oversight of general management functions)		Typical L4 Positions
G	L4 395-455	Supervisor 2: Supervisors at this level tend to be responsible for staff in process-focused or technical support roles. May be responsible for budgets. Emphasis on scheduling, work allocation and monitoring. Responsible for performance reviews and staff training.	Education	<b>I. TERTIARY / SPECIALIST</b> Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. Requires a command of specialised technical or scholastic skills to analyse, evaluate and interpret a wide range of information and resolve both concrete and sometimes abstract problems and issues. Specialised knowledge with depth in more than one area. - VQF 6-7	Manager – Geo-Hazards  Manager – Legal  Manager – Central Medical Store
			Experience	<b>G. ADVANCED</b> The job requires experience of a broad nature, above that of a skilled operator / technician. Normally involves an awareness of work activities beyond the immediate job situation and the impact of the job on these activities. Thus, it may be necessary to work in harmony with conflicting and diverse activities and usually involves control of resources and people. (5 – 10 years' relevant experience)	Manager Finance  Division Manager
			Complexity	<b>B. PRACTICAL</b> The application of practical skills or acquired knowledge to undertake well-defined activities, but with the need for individual judgement.	Head of Development Cooperation
			Scope	<b>C. INFLUENCING/SUPERVISORY</b> Supervision of others required and / or coordination of resources and process (human / physical / financial), or some degree of influence within the unit.	Head of Multilateral Trade
			Problem Solving	<b>C. ROUTINE / VARIED</b> Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.	Manager-Forecasting
			Freedom to Act	<b>C. PROCEDURES</b> Work conforms to specified procedures and the results are clearly defined. Work is subject to in-progress review and guidance and assistance are readily available.	National Coordinator
					Manager – Electrification Unit

Table F. L3		The Job Classification Standards Table for the positions of Public Servants as assigned to Band F and the Leadership pathway Level L3			
Band	Grade & Score	Jobwise Pathway Descriptor	Leadership Career Pathway Level L3 Factor Descriptors (Jobs requiring varied degree of supervision of people, power, and oversight of general management functions)		Typical L3 Positions
F	L3 335-394	Supervisor 1: Supervisors at this level tend to be responsible for staff in task focused roles. Likely to be responsible for budget. Emphasis on scheduling, work allocation and monitoring. Responsible for performance reviews and staff training.	Education	<b>H. TERTIARY/ DIPLOMA VQF Level 4-6</b> Requires 4 – 5 years' secondary schooling and a further full-time course of study for 2 – 3 years in a technical or specialised field. -VQF 6	Manager Administration & Support Services
			Experience	<b>F. SKILLED EXPERIENCE</b> The job requires highly relevant experience in a specific area of work, often involving specialised training in order to achieve competence. This is not short-term experience, but significant, long-term experience, predominantly focused on acquiring the job skills. (2-5 years' experience)	Manager-Fleet  Manager Provincial Operations
			Complexity	<b>PRACTICAL (LOW)</b> The application of practical skills or acquired knowledge to undertake well-defined activities, but with the need for individual judgement	Manager Decentralisation  Head Protocol & Consular Services
			Scope	<b>C. INFLUENCING/SUPERVISORY</b> Supervision of others required and / or coordination of resources and process (human / physical / financial), or some degree of influence within the unit.	Manager-General and Support Services
			Problem Solving	<b>C. ROUTINE/VARIED (MEDIUM)</b> Much of the work is routine but problems require reference to precedent and / or extensive interpretation of detailed instructions	Manager – Monitoring and Evaluation
			Freedom to Act	<b>C. PROCEDURES (MEDIUM)</b> Work conforms to specified procedures and the results are clearly defined. Work is subject to in-progress review and guidance and assistance are readily available	Manager – Value Chain, Research, and Innovations
			Impact of Decisions	<b>B. IMPACT</b> Direct impact of a single discretionary decision causes some impact, which can be expressed in vatu terms of hundreds of vatu	Manager – Correctional Centre



			<b>Interpersonal Skills</b>	<b>C. ADVICE/ SUPERVISE (MEDIUM)</b> Discusses and seeks cooperation from people in other areas of the organisation, and / or has some supervisory responsibility.	Manager - Compliance
			<b>Authority</b>	<b>A.</b> No authority to commit routine expenditure or capital expenditure, approve loans or extend credit. At the upper level there may be authority to sign external correspondence.	Manager Planning and Compliance
			<b>People Management</b>	<b>B. STAFF RESPONSIBILITY (LOW)</b> Has full supervisory / managerial responsibility for up to 10 staff. This includes allocation of work, accountability for their outputs, quality, etc, and appraisal of their performance	Team Leader – Customs Border  Manager-Employment Services

Table E. L2		The Job Classification Standards Table for the positions of Public Servants as assigned to Band E and the Leadership pathway Level L2			
Band	Grade & Score	Jobwise Pathway Descriptor	Leadership Career Pathway Level L2 Factor Descriptors (Jobs requiring varied degree of supervision of people, power, and oversight of general management functions)		Typical L2 Positions
E	L2 286-334	<b>Working Supervisor:</b>  First level supervisory roles undertaking some of the same duties as those supervised in a working supervisor capacity. Ensures decisions of management are articulated and implemented. Responsible for scheduling, rosters, work allocation and monitor, and performance reviews	<b>Education</b>	<b>H. TERTIARY/ DIPLOMA</b> Requires 4 – 5 years’ secondary schooling and a further full-time course of study for 2 – 3 years in a technical or specialised field. -VQF Level 4-6	Manager Boarder Control
			<b>Experience</b>	<b>E. PROFICIENT EXPERIENCE</b> This requires adeptness in a skill and experience in a variety of tasks. The skill may be related to specific activities, equipment or general activities that take time to acquire, extending beyond the short-term.	Principal Agriculture Development Officer
			<b>Complexity</b>	<b>PRACTICAL (LOW)</b> The application of practical skills or acquired knowledge to undertake well-defined activities, but with the need for individual judgement.	Manager Passport
			<b>Scope</b>	<b>C. INFLUENCING/SUPERVISORY</b> Supervision of others required and / or coordination of resources and process (human / physical / financial), or some degree of influence within the unit.	Manager Operations
			<b>Problem Solving</b>	<b>B. ROUTINE</b> Problems are minor. Some individual judgement is required to interpret rules and instructions	Manger – Tourism Development
			<b>Freedom to Act</b>	<b>B. INSTRUCTIONS</b> Detailed instructions are given on a range of tasks, but the jobholder has some freedom to determine the order of tasks to be commenced. Work is closely monitored and checked regularly.	
			<b>Impact of Decisions</b>	<b>B. IMPACT</b> Direct impact of a single discretionary decision causes some impact, which can be expressed in vatu terms of hundreds of vatu.	
			<b>Interpersonal Skills</b>	<b>C. ADVICE/ SUPERVISE (MEDIUM)</b> Discusses and seeks cooperation from people in other areas of the organisation, and / or has some supervisory responsibility.	
			<b>Authority</b>	<b>B. FINANCIAL AUTHORITY (LOW)</b> Authorises minor expenditure from another person’s budget.	
			<b>People Management</b>	<b>A. STAFF RESPONSIBILITY</b> There may be a requirement to allocate tasks to others, possibly with limited supervisory responsibilities. (up to 8 Staff).	

Table D. L1		The Job Classification Standards Table for the positions of Public Servants as assigned to Band D and the Leadership pathway Level L1			
Band	Grade & Score	Jobwise Pathway Descriptor	Leadership Career Pathway Level L1 Factor Descriptors (Jobs requiring varied degree of supervision of people, power, and oversight of general management functions)		Typical L1 Positions
D	L1 236-285	<b>Leading Hand:</b> In addition to the undertaking task-oriented/manual work at skilled operator or trades level, roles at this level are responsible for allocating work and close supervision of staff performing similar tasks. Generally, such work alongside the staff	<b>Education</b>	<b>H. TERTIARY/ DIPLOMA</b> Requires 4 – 5 years’ secondary schooling and a further full-time course of study for 2 – 3 years in a technical or specialised field. -VQF Level 4-6	
			<b>Experience</b>	<b>F. SKILLED</b> The job requires highly relevant experience in a specific area of work, often involving specialised training in order to achieve competence. acquiring the job skills. (2 – 5 years’ relevant experience)	
			<b>Complexity</b>	<b>B. RELATED/INFLUENCING/ SUPERVISORY</b> Simple and routine tasks specifically defined, easily learnt, and requiring minimal independent though or significant decision making by job holder.	
			<b>Scope</b>	<b>B. RELATED</b> Supervision of others required and / or coordination of resources and process (human / physical / financial), or some degree of influence within the unit.	
			<b>Problem Solving</b>	<b>C. REPETITIVE/ROUTINE</b> Work is simple and repetitive. Problems are minor and are solved by the simple choice of responses or actions already learnt. Some individual judgement is required to interpret rules and instructions.	
			<b>Freedom to Act</b>	<b>B. INSTRUCTIONS</b> Detailed instructions are given on a range of tasks, but the jobholder has some freedom to determine the order of tasks to be commenced. Work is closely monitored and checked regularly.	
			<b>Impact of Decisions</b>	<b>B. IMPACT</b> Direct impact of a single discretionary decision causes some impact, which can be expressed in vatu terms of hundreds of vatu.	
			<b>Interpersonal Skills</b>	<b>B. RELATE (HIGH)</b> Discusses work with employee and communicates information to other people.	
			<b>Authority</b>	<b>A. FINANCIAL AUTHORITY</b> No authority to commit routine expenditure or capital expenditure.	
			<b>People Management</b>	<b>A. STAFF RESPONSIBILITY</b> There may be a requirement to allocate tasks to others, possibly with limited supervisory responsibilities. (up to 8 Staff)	





**PART 5B. THE SALARY STRUCTURE TABLE FOR THE POSITIONS OF PUBLIC SERVANTS ASSIGNED TO THE LEADERSHIP CAREER PATHWAY**

[GRT Determination 8 of 2024: The Salary Structure Table for the positions of Public Servants as assigned to Band D to Band I and the Leadership career pathway Level L1 to Level L6.]

GRT Determination 8 of 2024:			
Table L1-L6 – The Salary Structure Table for the positions of Public Servants as assigned to Band D to Band I and the Leadership career pathway Level L1 to Level L6.			
VANUATU GOVERNMENT - GOVERNMENT REMUNERATION TRIBUNAL			
PERFORMANCE-BASED SALARY STRUCTURE DETERMINATION FOR THE LEADERSHIP CAREER PATHWAY			
PUBLIC SERVANTS			
Band	Grade	Annual Salary	Range
I	P s L 6.9	4,347,000	Maximum
	P s L 6.8	4,291,000	
	P s L 6.7	4,235,000	
	P s L 6.6	4,179,000	
	P s L 6.5	4,124,000	Midpoint
	P s L 6.4	4,068,000	
	P s L 6.3	4,012,000	
	P s L 6.2	3,956,000	
	P s L 6.1	3,900,000	Minimum
H	P s L 5.9	3,844,000	Maximum
	P s L 5.8	3,788,000	
	P s L 5.7	3,732,000	
	P s L 5.6	3,676,000	
	P s L 5.5	3,620,000	Mid-point
	P s L 5.4	3,564,000	
	P s L 5.3	3,509,000	
	P s L 5.2	3,453,000	
	P s L 5.1	3,397,000	Minimum
	P s L 4.9	3,341,000	Maximum
	P s L 4.8	3,285,000	
	P s L 4.7	3,229,000	
	P s L 4.6	3,173,000	
	P s L 4.5	3,117,000	Midpoint

G	P s L 4.4	3,061,000	
	P s L 4.3	3,005,000	
	P s L 4.2	2,949,000	
	P s L 4.1	2,893,000	Minimum
F			
	P s L 3.9	2,838,000	Maximum
	P s L 3.8	2,782,000	
	P s L 3.7	2,726,000	
	P s L 3.6	2,670,000	
	P s L 3.5	2,612,000	Midpoint
	P s L 3.4	2,558,000	
	P s L 3.3	2,502,000	
	P s L 3.2	2,446,000	
	P s L 3.1	2,390,000	Minimum
E			
	P s L 2.9	2,334,000	Maximum
	P s L 2.8	2,278,000	
	P s L 2.7	2,222,000	
	P s L 2.6	2,167,000	
	P s L 2.5	2,111,000	Midpoint
	P s L 2.4	2,055,000	
	P s L 2.3	1,998,000	
	P s L 2.2	1,943,000	
	P s L 2.1	1,887,000	Minimum
D			
	P s L 1.9	1,831,000	Maximum
	P s L 1.8	1,775,000	
	P s L 1.7	1,719,000	
	P s L 1.6	1,663,000	
	P s L 1.5	1,607,000	Midpoint
	P s L 1.4	1,551,000	
	P s L 1.3	1,496,000	
	P s L 1.2	1,440,000	
	P s L 1.1	1,384,000	Minimum

Signed this 17<sup>th</sup> day December, 2024.

Saby Natonga  
Chairman

Rosemary Leona  
Member

Nigel Malosu  
Member

Effective as of date of determination.



**TABLE 6A. THE JOB CLASSIFICATION STANDARDS TABLES FOR THE POSITIONS OF PUBLIC SERVANTS ASSIGNED TO THE TECHNICAL CAREER PATHWAY**

**[GRT Determination 8 of 2024: The Job Classification Standards Tables for the positions of Public Servants as assigned to Band D to Band I and the Technical career pathway Levels T1 to T6.]**

Table I. T6		The Job Classification Standards Table for the positions of Public Servants as assigned to Band I and the Technical level T6.			
Band	Grade & Score	Jobwise Pathway Descriptor	Technical Career Pathway Level T6 Factor Descriptors (Technical pathway jobs requires highly specialised skills and qualifications, that is job specific)		Typical T6 Positions
I	T6 521-591	<b>Advanced Specialist:</b>  Jobs at this level are likely to provide a specialised technical service at expert level, developing solutions to highly complex problems requiring a complete understanding of practices, techniques, concepts and theoretical principles from the relevant discipline	Education	<b>J. TERTIARY / PROFESSIONAL</b> Requires applied knowledge and understanding of the theoretical knowledge base in a specialised field or equivalent level of management. -VQF 9	
			Experience	<b>H. SPECIALISED</b> The job requires extensive specialised experience in a technical, scientific or professional field, normally gained through relevant professional qualifications together with significant post qualification practical experience; 12-15 Years	
			Complexity	<b>E. COMPLEX</b> High level of innovation and adaptability required to react to rapidly changing circumstances. Significant demands made to control, harmonise and motivate all or major sections of a large and diverse organisation.	
			Scope	<b>C INFLUENCING / SUPERVISORY</b> Supervision of others required and / or coordination of resources and processes (human / physical / financial), or a high degree of influence across the organisation, in order to achieve significant outcomes.	
			Problem Solving	<b>D. VARIED</b> Problems are varied and the solution requires research through diverse and perhaps contradictory cases. Initiative and judgement is necessary in interpretation. In general, many of these problems extend far beyond the need for short term solutions, with the research required extending between 1 – 3 months.	
			Freedom to Act	<b>E. GUIDANCE</b> The jobholder is expected to work with a large degree of independence within the organisation's plans, policies and reporting requirements. Overall guidelines and objectives are discussed initially, and progress is reviewed intermittently and informally.	
			Impact of Decisions	<b>A. IMPACT</b> Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatu terms of less than VT 7,000. (the cost of the individual's own time)	
			Interpersonal Skills	<b>D. INFLUENCE / PERSUADE</b> Considerable contact influencing staff either in a management role requiring sound communication skills or in roles requiring well-developed advisory / consultative / facilitation skills.	
			Authority	<b>A0. FINANCIAL AUTHORITY</b> No authority to commit routine expenditure or capital expenditure.	
			People Management	<b>B.</b> Has full supervisory / managerial responsibility for up to 10 staff. This includes allocation of work, accountability for their outputs, quality etc. and appraisal of their performance.	

Table H. T5		The Job Classification Standards Table for the positions of Public Servants as assigned to Band H and the Technical Level T5.			
Band	Grade & Score	Jobwise Pathway Descriptor	Technical Career Pathway Level T5 Factor Descriptors (Technical pathway jobs requires highly specialised skills and qualifications, that is job specific)		Typical T5 Positions
H	T5 335-394	<b>Senior Level Specialist:</b>  Jobs at this level provide a specialised technical service, developing solutions to varied and complex problems. Analytical and creative reasoning required to explore alternative options and formulate solutions. Requires sound understanding of practise, techniques, concepts and theoretical principals from relevant discipline	Education	<b>J. TERTIARY / PROFESSIONAL</b> Requires applied knowledge and understanding of the theoretical knowledge base in a specialised field or equivalent level of management. -VQF levels 8	Principal Policy Analyst (DSPPAC)  Audit Manager
			Experience	<b>H. SPECIALISED</b> The job requires extensive specialised experience in a technical, scientific or professional field, normally gained through relevant professional qualifications together with significant post qualification practical experience; 10-11 Years.	
			Complexity	<b>C. DEFINED</b> The end results required and policy frameworks are defined but independent thought is necessary to coordinate conflicting demands and optimise efficiency	
			Scope	<b>C. INFLUENCING / SUPERVISORY</b> Supervision of others required and / or coordination of resources and processes (human / physical / financial), or a high degree of influence across the organisation, in order to achieve significant outcomes.	
			Problem Solving	<b>D. VARIED</b> Problems are varied and the solution requires research through diverse and perhaps contradictory cases. In general, many of these problems extend far beyond the need for short term solutions, with the research required extending between 1 – 3 months.	
			Freedom to Act	<b>E. GUIDANCE</b> The jobholder is expected to work with a large degree of independence within the organization's plans, policies and reporting requirements. Overall guidelines and objectives are discussed initially, and progress is reviewed intermittently and informally.	
			Impact of Decisions	<b>A. IMPACT</b> Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatu terms of less than VT 7,000. (the cost of the individual's own time)	
			Interpersonal Skills	<b>D. INFLUENCE / PERSUADE</b> Considerable contact influencing staff either in a management role requiring sound communication skills or in roles requiring well-developed advisory / consultative / facilitation skills.	
			Authority	<b>A0. FINANCIAL AUTHORITY</b> No authority to commit routine expenditure or capital expenditure.	
			People Management	<b>B.</b> Has full supervisory / managerial responsibility for up to 10 staff. This includes allocation of work, accountability for their outputs, quality etc. and appraisal of their performance.	



Table G. T4		The Job Classification Standards Table for the positions of Public Servants as assigned to Band G and the Technical Level T4.			
Band	Grade & Score	Jobwise Pathway Descriptor	Technical Career Pathway Level T4 Factor Descriptors (Technical pathway jobs requires highly specialised skills and qualifications, that is job specific)		Typical T4 Positions
G	T4 395-455	<b>Mid-Level Specialist:</b>  Jobs at this level are likely to provide independent specialised technical service requiring general application of practices, techniques, concepts and theoretical principals from the relevant discipline. They will develop solutions to variety of problems of moderate scope and complexity	<b>Education</b>	<b>I. TERTIARY / SPECIALIST</b> Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. Requires a command of specialised technical or scholastic skills to analyse, evaluate and interpret. -VQF Level 7- 8	Expenditure Analyst  Principal VAT Auditor  Policy Monitoring Officer
			<b>Experience</b>	<b>G ADVANCED</b> The job requires experience of a broad nature, above that of a skilled operator / technician. Normally involves an awareness of work activities beyond the immediate job situation and the impact of the job on these activities. (9 – 10 years' relevant experience)	Policy Impact Evaluation Officer
			<b>Complexity</b>	<b>C. DEFINED</b> The end results required and policy frameworks are defined but independent thought is necessary to coordinate conflicting demands and optimise efficiency.	First Principal Legal Services
			<b>Scope</b>	<b>B. RELATED</b> Supervision of others required and / or coordination of resources and process (human / physical / financial), or some degree of influence within the unit.	Principal Investigation Officer
			<b>Problem Solving</b>	<b>C. ROUTINE / VARIED</b> Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.	Surveyor General  Senior Application Developer
			<b>Freedom to Act</b>	<b>D. GENERAL INSTRUCTIONS</b> Work is subject to general instructions only, and specific completion targets are normally specified. Progress reviews are usually undertaken but in most instances assistance by a superior is given only when requested.	Principal Remuneration Analyst
			<b>Impact of Decisions</b>	<b>A. IMPACT</b> Direct impact of a single discretionary decision causes minor impact, which can be expressed in vat terms of less than VT 7,000. (the cost of the individual's own time)	Senior Fiscal Policy Officer
			<b>Interpersonal Skills</b>	<b>C. ADVISE / SUPERVISE</b> Discusses and seeks cooperation from people in other areas of the organisation, and / or has some supervisory responsibility.	Transmission Network Manager
			<b>Authority</b>	<b>A0. FINANCIAL AUTHORITY</b> No authority to commit routine expenditure or capital expenditure.	Senior Systems Accountant
			<b>People Management</b>	<b>A 1. 0.</b> Controls no staff. At middle and upper levels, there may be a requirement to allocate tasks to others, possibly with limited supervisory responsibility, or with some involvement in training / guiding or project management.	

Table F. T3		The Job Classification Standards Table for the positions of Public Servants as assigned to Band F and the Technical Level T3.			
Band	Grade & Score	Jobwise Pathway Descriptor	Technical Career Pathway Level T3 Factor Descriptors (Technical pathway jobs requires highly specialised skills and qualifications, that is job specific)		Typical T3 Positions
F	T3 335-394	<b>First Level Specialist:</b>  First level of Technicians specialisation. Problems of moderate scope and complexity requiring analytical and creative input, initiative and judgement. Jobs at this level assess, investigate, analyse and interpret information.	<b>Education</b>	<b>I. TERTIARY / SPECIALIST</b> Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. Requires a command of specialised technical or scholastic skills to analyse, evaluate and interpret. -VQF LEVEL 7	Senior Audit Officer  Economist  Senior VAT Auditor  Expenditure Analyst
			<b>Experience</b>	<b>G ADVANCED</b> The job requires experience of a broad nature, above that of a skilled operator / technician. Normally involves an awareness of work activities beyond the immediate job situation and the impact of the job on these activities. (5 – 8 years' relevant experience)	Macroeconomist  Principal Language Officer  Apps Developer
			<b>Complexity</b>	<b>B. PRACTICAL</b> The application of Practical skills or acquired knowledge to undertake well-defined activity, but with the need for individual judgement.	Aerodromes (AGA) Manager  Division Engineer
			<b>Scope</b>	<b>B. RELATED</b> Supervision of others required and / or coordination of resources and process (human / physical / financial), or some degree of influence within the unit.	Senior Accountant Financial Reporting
			<b>Problem Solving</b>	<b>C. ROUTINE / VARIED</b> Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.	Capacity Development Coordinator
			<b>Freedom to Act</b>	<b>B. INSTRUCTIONS</b> Detailed instructions are given on a range of tasks, but the jobholder has some freedom to determine the order of tasks to be commenced. Work is closely monitored and checked regularly.	Senior FSB Officer  Principal Engineer
			<b>Impact of Decisions</b>	<b>A. IMPACT</b> Direct impact of a single discretionary decision causes minor impact, which can be expressed in vat terms of less than VT 7,000. (the cost of the individual's own time)	Principal Legal Officer  IT Manager
			<b>Interpersonal Skills</b>	<b>B. RELATE (HIGH)</b> Discusses work with employee and communicates information to other people	Tax Revenue Analyst
			<b>Authority</b>	<b>A0. FINANCIAL AUTHORITY</b> No authority to commit routine expenditure or capital expenditure.	Systems Administrator  Navaid Technician
			<b>People Management</b>	<b>A 1. 0.</b> Controls no staff. At middle and upper levels, there may be a requirement to allocate tasks to others, possibly with limited supervisory responsibility, or with some involvement in training / guiding or project management.	Senior Government Business Analyst  Principal Scientific Officer (Seismology)  Airworthiness (AIR) Manager  Senior Policy Analyst  Civil Engineer  PEO Administration & Asset Management Officer



Table E. T2		The Job Classification Standards Table for the positions of Public Servants as assigned to Band E and the Technical Level T2.			
Band	Grade & Score	Jobwise Pathway Descriptor	Technical Career Pathway Level T2 Factor Descriptors (Technical pathway jobs requires highly specialised skills and qualifications, that is job specific)		Typical T2 Positions
E	T2 286-334	<b>Technical / Entry Level Specialist:</b>  Jobs at this level are accountable for results of and processes within portions of work or projects or for providing specialised technical service in their own right. Varied problems requiring judgement and interpretation and perhaps analysis.	Education	<b>I. TERTIARY / SPECIALIST</b> Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. Requires a command of specialised technical or scholastic skills to analyse, evaluate and interpret a wide range of information and resolve both concrete and sometimes abstract problems and issues. -VQF LEVEL 7	Senior Statistician Industry Data Officer Planner Statistician Senior System Analyst Pilot Boat Bosun
			Experience	<b>F. SKILLED</b> The job requires highly relevant experience in a specific area of work, often involving specialised training in order to achieve competence, acquiring the job skills. (2 – 5 years' relevant experience)	Industry Development Officer Coconut Specialist
			Complexity	<b>B. PRACTICAL</b> The application of Practical skills or acquired knowledge to undertake well-defined activity, but with the need for individual judgement.	Development Planning Officer Trade Promotion and Product Development Officer
			Scope	<b>B. RELATED</b> Supervision of others is not required, but close liaison with others is necessary in coordinating specific activities to achieve common objectives.	Principal Scientific Officer (Rural Electrification) Principal Fisheries Biologist
			Problem Solving	<b>C. ROUTINE / VARIED</b> Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.	Division Engineer Principal Risk Assessment Officer
			Freedom to Act	<b>B. INSTRUCTIONS</b> Detailed instructions are given on a range of tasks, but the jobholder has some freedom to determine the order of tasks to be commenced. Work is closely monitored and checked regularly.	Financial Accountant Remuneration Analyst Senior Auditor
			Impact of Decisions	<b>A. IMPACT</b> Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatu terms of less than VT 7,000. (the cost of the individual's own time)	Site Inspector ICT Manager
			Interpersonal Skills	<b>B. RELATE (HIGH)</b> Discusses work with employee and communicates information to other people.	Plant Health Officer Pathology Principal Accreditation Officer
			Authority	<b>A0. FINANCIAL AUTHORITY</b> No authority to commit routine expenditure or capital expenditure.	Senior Language Officer (Interpreter)
			People Management	<b>A 1. 0.</b> Controls no staff. At middle and upper levels, there may be a requirement to allocate tasks to others, possibly with limited supervisory responsibility, or with some involvement in training / guiding or project management.	Senior Information System Officer FSB Officer- Province

Table D. T1		The Job Classification Standards Table for the positions of Public Servants as assigned to Band D and the Technical Level T1.			
Band	Grade & Score	Jobwise Pathway Descriptor	Technical Career Pathway Level T1 Factor Descriptors (Technical pathway jobs requires highly specialised skills and qualifications, that is job specific)		Typical T1 Positions
D	T1 236-285	<b>Technical Support:</b>  Entry level technician or technical support roles with accountability for results of and processes within portions of work or projects. Varied problems requiring judgement and interpretation within recognised patterns.	Education	<b>H. TERTIARY/ DIPLOMA</b> Requires 4 – 5 years' secondary schooling and a further full-time course of study for 2 – 3 years in a technical or specialised field; or significant and regular part-time courses of study extending over 5 or more years. Requires a wide range of specialised technical or scholastic skills to determine solutions to workplace issues. -VQF Level 4-6	Language Officer - French
			Experience	<b>E. PROFICIENT</b> The job requires adeptness in a skill and experience in a variety of tasks. The skill may be related to specific activities, equipment or general activities that take time to acquire. (typically, 1 – 2 years' related experience)	
			Complexity	<b>B. PRACTICAL</b> The application of Practical skills or acquired knowledge to undertake well-defined activity, but with the need for individual judgement.	
			Scope	<b>B. RELATED</b> Supervision of others is not required, but close liaison with others is necessary in coordinating specific activities to achieve common objectives.	
			Problem Solving	<b>C. REPETITIVE/ROUTINE</b> Work is simple and repetitive. Problems are minor and are solved by the simple choice of responses or actions already learnt. Some individual judgement is required to interpret rules and instructions.	
			Freedom to Act	<b>C. PROCEDURES</b> Work conforms to specified procedures and the results are clearly defined. Work is subject to in-progress review and guidance and assistance are readily available.	
			Impact of Decisions	<b>A. IMPACT</b> Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatu terms of less than VT 7,000. (the cost of the individual's own time)	
			Interpersonal Skills	<b>B. RELATE (HIGH)</b> Discusses work with employee and communicates information to other people.	
			Authority	<b>A0. FINANCIAL AUTHORITY</b> No authority to commit routine expenditure or capital expenditure.	
			People Management	<b>A 1. 0. STAFF RESPONSIBILITY</b> There may be a requirement to allocate tasks to others, possibly with limited supervisory responsibilities. (up to 8 Staff)	

Signed this 17<sup>th</sup> day December, 2024.

Saby Natonga  
Chairman

Rosemary Leona  
Member

Nigel Malosu  
Member

Effective as of date of determination



**PART 6B - THE SALARY STRUCTURE TABLE FOR THE POSITIONS OF PUBLIC SERVANTS ASSIGNED TO THE TECHNICAL CAREER PATHWAY**

[GRT Determination 8 of 2024: The Salary Structure Table for the positions of Public Servants as assigned to Band D to Band I and the Technical career pathway Levels T1 to T6.]

GRT Determination 8 of 2024:			
Table T1-T6 – The Salary Structure Table for the positions of Public Servants as assigned to Band D to Band I and the Technical career pathway Level T1 to Level T6.			
VANUATU GOVERNMENT - GOVERNMENT REMUNERATION TRIBUNAL			
PERFORMANCE-BASED SALARY STRUCTURE DETERMINATION FOR THE TECHNICAL CAREER PATHWAY			
PUBLIC SERVANTS			
Band	Grade	Annual Salary	Range
I	Ps T 6.9	6,500,000	Maximum
	Ps T 6.8	6,349,000	
	Ps T 6.7	6,197,000	
	Ps T 6.6	6,046,000	
	Ps T 6.5	5,894,000	Midpoint
	Ps T 6.4	5,743,000	
	Ps T 6.3	5,591,000	
	Ps T 6.2	5,440,000	
	Ps T 6.1	5,288,000	Minimum
H	Ps T 5.9	5,137,000	Maximum
	Ps T 5.8	4,985,000	
	Ps T 5.7	4,834,000	
	Ps T 5.6	4,682,000	
	Ps T 5.5	4,530,000	Midpoint
	Ps T 5.4	4,379,000	
	Ps T 5.3	4,227,000	
	Ps T 5.2	4,076,000	
	Ps T 5.1	3,924,000	Minimum
G	Ps T 4.5	3,773,000	Maximum
	Ps T 4.4	3,621,000	
	Ps T 4.3	3,470,000	Midpoint
	Ps T 4.2	3,318,000	
	Ps T 4.1	3,167,000	Minimum

F	Ps T 3.5	3,102,000	Maximum
	Ps T 3.4	2,806,000	
	Ps T 3.3	2,707,000	Midpoint
	Ps T 3.2	2,609,000	
	Ps T 3.1	2,510,000	Minimum
E	Ps T 2.9	2,411,000	Maximum
	Ps T 2.8	2,312,000	
	Ps T 2.7	2,213,000	
	Ps T 2.6	2,114,000	
	Ps T 2.5	2,015,000	Midpoint
	Ps T 2.4	1,917,000	
	Ps T 2.3	1,818,000	
	Ps T 2.2	1,719,000	
	Ps T 2.1	1,620,000	Minimum
D	Ps T 1.9	1,521,000	Maximum
	Ps T 1.8	1,422,000	
	Ps T 1.7	1,324,000	
	Ps T 1.6	1,225,000	
	Ps T 1.5	1,126,000	Midpoint
	Ps T 1.4	1,027,000	
	Ps T 1.3	928,000	
	Ps T 1.2	829,000	
	Ps T 1.1	730,000	Minimum

Signed this 17<sup>th</sup> day December, 2024.

Saby Natonga  
Chairman

Rosemary Leona  
Member

Nigel Malosu  
Member

Effective as of date of determination.





**PART 7A. THE JOB CLASSIFICATION STANDARDS TABLES FOR THE POSITIONS OF PUBLIC SERVANTS ASSIGNED TO THE OPERATIONS CAREER PATHWAY**

[GRT Determination 8 of 2024: The Job Classification Standards Tables for the positions of Public Servants as assigned to Band A to Band F and the Operations career pathway Level O1 to Level O6.]

Table F. O6		The Job Classification Standards Table for the positions of Public Servants as assigned to Band F and the Operations pathway Level O6			
Band	Grade & Score	Jobwise Pathway Descriptor	Operations Career Pathway O6 Factor Descriptors (Jobs that related mostly to technical roles and trades requiring use of tools, equipment, machine, etc and applications of specialised knowledge and skills to analyse and solve technical problems)		Typical O6 Positions
F	O6 335-394	Technician 2: Specialised Technical roles accountable for complex tasks requiring analytical and creativity input, judgement, element of research. As senior technicians, jobs at this level access, investigate, analyse and interpret information	Education	<b>I. TERTIARY / SPECIALIST</b> Requires a specialist diploma at undergraduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. Requires a command of specialized technical or scholastic skills to analyze, evaluate and interpret a wide range of information and resolve both concrete and sometimes abstract problems and issues. Specialized knowledge with depth in more than one area. -VQF 6 & 7	Manager -Personnel Licensing Aviation Services Officer
			Experience	<b>F. SKILLED</b> The job requires highly relevant experience in a specific area of work, often involving specialized training in order to achieve competence. This is not short-term experience, but significant, longer-term experience, predominantly focused on acquiring the job skills. (2 – 5 years' relevant experience)	Hydrologist
			Complexity	<b>C. DEFINED</b> The end results required, and policy frameworks are defined but independent thought is necessary to coordinate conflicting demands and optimize efficiency.	Senior Legal Researcher
			Scope	<b>B. Related</b> Supervision of others not required but close liaison with others is necessary in coordinating specific activities.	Team Leader Medium Segment
			Problem Solving	<b>C. Routine/Varied</b> Much of the work is routine but problems require reference to precedents and /or extensive interpretation of detailed instruction.	Principal Officer Inland Revenue Large Segment Return and Debt
			Freedom to Act	<b>C PROCEDURES</b> Work conforms to specific procedures and the results are clearly defined. Work is subject to in progress review and guidance and assistance are readily available.	Research Officer
			Impact of Decisions	<b>A. Impact</b> Single Division Direct impact of a single discretionary decision course minor impact. Manage own budget.	IP Engineer /Senior System Administrator
			Interpersonal Skills	<b>B-Relate</b> Discuss work with employees and communicates information to others.	App Developer Officer/Linux DNS Administrator
			Authority	<b>A. No authority</b> to commit routine expenditure or capital expenditure, approve loans or extend credit. At the upper level there may be authority to sign external correspondence.	CIR Investigator
			People Management	<b>A. Controls no staff.</b> At middle and upper levels, there may be a requirement to allocate tasks to others, possibly with limited supervisory responsibility, or with some involvement in training / guiding or project management.	Documentary Officer (Air Processing)

Table E. O5		The Job Classification Standards Table for the positions of Public Servants as assigned to Band E and the Operations pathway Level O5			
Band	Grade & Score	Jobwise Pathway Descriptor	Operations Pathway O5 Factor Descriptors (Jobs that related mostly to technical roles and trades requiring use of tools, equipment, machine, etc and applications of specialised knowledge and skills to analyse and solve technical problems)		Typical O5 Positions
E	O5 286-334	Technician 1: Specialised technical roles at advanced trades or certificate level accountable for moderately complex tasks with some impact on the work unit or wider organisation. Jobs at this level tend to involve more complex problem-solving, requiring judgment, interpretation and perhaps analysis and research	Education	<b>H. TERTIARY / DIPLOMA</b> Requires 4 – 5 years' secondary schooling and a further full-time course of study for 2 – 3 years in a technical or specialised field; or significant and regular part-time courses of study extending over 5 or more years. -VQF 4-6	Custom Boader Officer
			Experience	<b>E. PROFICIENT</b> The job requires adeptness in a skill and experience in a variety of tasks. The skill may be related to specific activities, equipment or general activities that take time to acquire, extending beyond the short term. (typically, 1 – 2 years' related experience)	Senior Lab Technician
			Complexity	<b>B. PRACTICAL</b> The application of practical skills or acquired knowledge to undertake well-defined activities, but with the need for individual judgement.	Database Officer
			Scope	<b>B. RELATED</b> Supervision of others is not required, but close liaison with others is necessary in coordinating specific activities to achieve common objectives.	Assistant Meat Inspector
			Problem Solving	<b>C.ROUTINE / VARIED</b> Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.	Investigator
			Freedom to Act	<b>C. PROCEDURES</b> Work conforms to specified procedures and the results are clearly defined. Work is subject to in-progress review and guidance and assistance are readily available.	System Support Officer
			Impact of Decisions	<b>A. Impact</b> Single Division Direct impact of a single discretionary decision course minor impact. Manage own budget.	Road Worthiness Inspector
			Interpersonal Skills	<b>B-Relate</b> Discuss work with employees and communicates information to others.	Security Officers Border
			Authority	<b>A. No authority</b> to commit routine expenditure or capital expenditure, approve loans or extend credit. At the upper level there may be authority to sign external correspondence.	Examining Officer Boarder
			People Management	<b>A. STAFF RESPONSIBILITY</b> There may be a requirement to allocate tasks to others, possibly with limited supervisory responsibilities. (up to 8 Staff)	Foreman Asset Maintenance



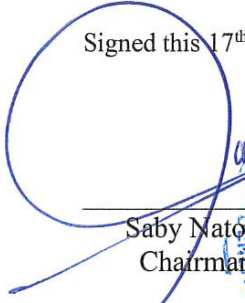
Table D. O4		The Job Classification Standards Table for the positions of Public Servants as assigned to Band D and the Operations pathway Level O4			
Band	Grade & Score	Jobwise Pathway Descriptor	Operations Career Pathway O4 Factor Descriptors (Jobs that related mostly to technical roles and trades requiring use of tools, equipment, machine, etc and applications of specialised knowledge and skills to analyse and solve technical problems)		Typical O4 Positions
D	O4 236-285	Trades 2:  Skilled trades or technical roles with accountability for results of and processes within portions of work or projects. Work under limited supervision performing moderately complex and Varied problems requiring judgement and interpretation.	Education	H. TERTIARY / DIPLOMA Requires 4 – 5 years' secondary schooling and a further full-time course of study for 2 – 3 years in a technical or specialized field; or significant and regular part-time courses of study extending over 5 or more years. Requires a wide range of specialized technical or scholastic skills to determine solutions. -VQF 4-6	Qualified Auto Technician  Qualified Operators  Youth Development Officer
			Experience	D. SEMI ROUTINE Routine work practices, but experience in dealing with exceptions and special circumstances required. Experience may be related to the specific task or involve wider issues affecting the organization's operations. Able to be mastered relatively quickly, within a year. (6 – 12 months' experience)	Desalination Plant Officer  Community Water Development Officer  Technical Assistant Border Control Officer
			Complexity	B. PRACTICAL The application of practical skills or acquired knowledge to undertake well-defined activities, but with the need for individual judgement.	Provincial Rural Water Supply Officer  Mechanic
			Scope	B. RELATED Supervision of others is not required, but close liaison with others is necessary in coordinating specific activities to achieve common objectives.	Labourer (PWD)  Driller
			Problem Solving	C.ROUTINE / VARIED Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.	Technical Assistant Meat Inspector
			Freedom to Act	C.PROCEDURES Work conforms to specified procedures and the results are clearly defined. Work is subject to in-progress review and guidance and assistance are readily available.	Road Worthiness Casual  Assistant Plant Health Officer (Pathology)
			Impact of Decisions	IMPACT A 1. Direct impact of a single discretionary decision causes minor impact, which can be expressed in vat terms of less than VT 7,000. (The cost of the individual's own time)	Assistant LO  Survey Field Technician
			Interpersonal Skills	B. RELATE Discusses work with employees and communicates information to other people.	Driller
			Authority	A. FINANCIAL AUTHORITY No authority to commit routine expenditure or capital expenditure.	Youth Development Officer
			People Management	A. STAFF RESPONSIBILITY There may be a requirement to allocate tasks to others, possibly with limited supervisory responsibilities. (up to 8 Staff)	


Table C. O3		The Job Classification Standards Table for the positions of Public Servants as assigned to Band C and the Operations pathway Level O3			
Band	Grade & Score	Jobwise Pathway Descriptor	Operations Career Pathway O3 Factor Descriptors (Jobs that related mostly to technical roles and trades requiring use of tools, equipment, machine, etc and applications of specialised knowledge and skills to analyse and solve technical problems)		Typical O3 Positions
C	O3 191-235	Trades 1:  Skilled or semi-skilled roles working more independent on varied range of well-defined tasks requiring a broader understanding of processes, procedures and work routines. May be required to operate machinery requiring proficiency	Education	G. SECONDARY / VOCATIONAL Requires 4 – 5 years' secondary schooling through to achievement of school leaving qualification and / or extended on-the-job training. Requires a range of well-developed skills and some relevant theoretical knowledge to deliver assigned job outcomes with some autonomy, discretion and judgement. -VQF 2-4	Urban Water Technician  Seaman  Mason/Carpenter  Assistant Driller
			Experience	C. ROUTINE Experience Familiarity with standardized work routines which may involve the use of simple equipment and machines. Able to be mastered over several months. (3 – 6 months' experience)	
			Complexity	B. Practical The application of practical skills or acquired knowledge to undertake define activities.	
			Scope	B. Related Supervision of others not required but close liaison with others is necessary in coordinating specific activities to achieve common objectives.	
			Problem Solving	C.ROUTINE / VARIED Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.	
			Freedom to Act	B. Instructions Detailed instruction are given on a range of tasks but the jobholder has some freedom to determine the order of task to be commenced. work is closely monitored and checked.	
			Impact of Decisions	IMPACT A 1. Direct impact of a single discretionary decision causes minor impact, which can be expressed in vat terms of less than VT 7,000. (The cost of the individual's own time)	
			Interpersonal Skills	B. RELATE Discusses work with employees and communicates information to other people.	
			Authority	A. FINANCIAL AUTHORITY No authority to commit routine expenditure or capital expenditure.	
			People Management	A. STAFF RESPONSIBILITY There may be a requirement to allocate tasks to others, possibly with limited supervisory responsibilities. (up to 8 Staff)	


Table B. O2		The Job Classification Standards Table for the positions of Public Servants as assigned to Band B and the Operations pathway Level O2			
Band	Grade & Score	Jobwise Pathway Descriptor	Operations Career Pathway O2 Factor Descriptors (Jobs that related mostly to technical roles and trades requiring use of tools, equipment, machine, etc and applications of specialised knowledge and skills to analyse and solve technical problems)		Typical O2 Positions
B	O2 145-190	Manual Labour 2: Unskilled or semi-skilled roles where accountability is limited to achievement of, straight forward day to day tasks under close supervision in routine situations.	Education	B. ELEMENTARY (PRIMARY) Basic schooling with ability to read and write and understand simple written instructions to carry out set and familiar routines as directed.	Assistant Cook
			Experience	B. SIMPLE TASKS Simple tasks which can be adequately learned within a few weeks. Instruction is normally given verbally but basic written procedures maybe provided.	Linesman
			Complexity	B. PRACTICAL The application of practical skills or acquired knowledge to undertake well-defined activities, but with the need for individual judgement.	Survey Cadet
			Scope	B. RELATED Supervision of others is not required, but close liaison with others is necessary in coordinating specific activities to achieve common objectives.	Field Officer
			Problem Solving	A. ROUTINE Problems are minor. Some individual judgement is required to interpret rules and instructions.	Farmhand
			Freedom to Act	B. INSTRUCTIONS Detailed instructions are given on a range of tasks, but the jobholder has some freedom to determine the order of tasks to be commenced. Work is closely monitored and checked regularly.	Porter
			Impact of Decisions	A 1. IMPACT. Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatu terms of less than VT 7,000. (The cost of the individual's own time)	
			Interpersonal Skills	A. COURTESY Little contact with other staff other than normal pleasantries and basic courtesy.	
			Authority	A. FINANCIAL AUTHORITY No authority to commit routine expenditure or capital expenditure.	
			People Management	A. STAFF RESPONSIBILITY There may be a requirement to allocate tasks to others, possibly with limited supervisory responsibilities. (up to 8 Staff)	

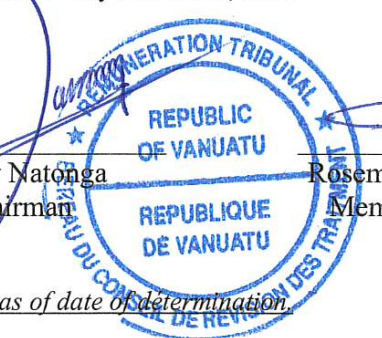
Table A. O1		The Job Classification Standards Table for the positions of Public Servants as assigned to Band A and the Operations pathway Level O1			
Band	Grade & Score	Jobwise Pathway Descriptor	Operations Career Pathway O1 Factor Descriptors (Jobs that related mostly to technical roles and trades requiring use of tools, equipment, machine, etc and applications of specialised knowledge and skills to analyse and solve technical problems)		Typical O1 Positions
A	O1 177-144	Manual Labour 1:  Task focused manual roles where the work is limited to clearly defined and straight forward tasks governed by simple rules and clear or detailed instructions	Education	A. Basic No schooling required, and no clear requirement for reading / writing skills. Limited training in simple manual activities may be required to carry out simple tasks under close direction.	Maintenance Officer
			Experience	A. BASIC Basic tasks requiring no prior experience. Any training can be given on the job in a matter of hours.	Nursery Worker
			Complexity	A -Basic Simple and routine tasks specifically defined, easily learnt and requiring minimal independent thought or significant decision making by jobholder.	Handyman
			Scope	A. HIGHLY SPECIFIC Performance of specific tasks and activities that do not involve supervision or close liaison with others.	Groundman
			Problem Solving	A. REPETITIVE Work is simple and repetitive. Problems are minor and are solved by the simple choice of responses or actions already learnt.	Agriculture Development Officer
			Freedom to Act	A. CLOSE Work is subject to close supervision. Simple tasks are assigned and all work is checked in detail.	Field Officer
			Impact of Decisions	A. IMPACT Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatu terms of less than VT 7,000. (The cost of the individual's own time)	
			Interpersonal Skills	A COURTESY Little contact with other staff other than normal pleasantries and basic courtesy.	
			Authority	A. FINANCIAL AUTHORITY No authority to commit routine expenditure or capital expenditure.	
			People Management	A. STAFF RESPONSIBILITY There may be a requirement to allocate tasks to others, possibly with limited supervisory responsibilities. (up to 8 Staff)	

Signed this 17<sup>th</sup> day December, 2024.

  
Saby Natonga  
Chairman

  
Rosemary Leona  
Member

  
Nigel Malosu  
Member



Effective as of date of determination.





**PART 7B THE SALARY STRUCTURE TABLE FOR THE POSITIONS OF PUBLIC SERVANTS  
ASSIGNED TO THE OPERATIONS CAREER PATHWAY**

[GRT Determination 8 of 2024: The Salary Structure Table for the positions of Public Servants as assigned to Band A to Band F and the Operations career pathway Level O1 to Level O6.]

GRT Determination 8 of 2024:			
Table O1-O6 – The Salary Structure Table for the positions of Public Servants as assigned to Band A to Band F and the Operations pathway Level O1 to Level O6.			
VANUATU GOVERNMENT - GOVERNMENT REMUNERATION TRIBUNAL			
PERFORMANCE-BASED SALARY STRUCTURE DETERMINATION FOR THE OPERATIONS CAREER PATHWAY			
PUBLIC SERVANTS			
Band	Grade	Annual Salary	Range
F	Ps O 6.9	3,000,000	Maximum
	Ps O 6.8	2,914,000	
	Ps O 6.7	2,827,000	
	Ps O 6.6	2,741,000	
	Ps O 6.5	2,654,000	Midpoint
	Ps O 6.4	2,568,000	
	Ps O 6.3	2,481,000	
	Ps O 6.2	2,394,000	
	Ps O 6.1	2,308,000	Minimum
E	Ps O 5.9	2,221,000	Maximum
	Ps O 5.8	2,135,000	
	Ps O 5.7	2,048,000	
	Ps O 5.6	1,961,000	
	Ps O 5.5	1,875,000	Midpoint
	Ps O 5.4	1,788,000	
	Ps O 5.3	1,702,000	
	Ps O 5.2	1,615,000	
	Ps O 5.1	1,528,000	Minimum
D	Ps O 4.9	1,435,000	Maximum
	Ps O 4.8	1,421,000	
	Ps O 4.7	1,407,000	
	Ps O 4.6	1,393,000	
	Ps O 4.5	1,378,000	Midpoint
	Ps O 4.4	1,364,000	
	Ps O 4.3	1,350,000	

C	Ps O 4.2	1,336,000	
	Ps O 4.1	1,321,000	Minimum
	Ps O 3.9	1,307,000	Maximum
	Ps O 3.8	1,293,000	
	Ps O 3.7	1,279,000	
	Ps O 3.6	1,265,000	
	Ps O 3.5	1,250,000	Midpoint
	Ps O 3.4	1,236,000	
B	Ps O 3.3	1,222,000	
	Ps O 3.2	1,208,000	
	Ps O 3.1	1,193,000	Minimum
	Ps O 2.9	1,179,000	Maximum
	Ps O 2.8	1,165,000	
	Ps O 2.7	1,151,000	
	Ps O 2.6	1,137,000	
	Ps O 2.5	1,122,000	Midpoint
A	Ps O 2.4	1,108,000	
	Ps O 2.3	1,094,000	
	Ps O 2.2	1,080,000	
	Ps O 2.1	1,065,000	Minimum
	Ps O 1.9	1,058,000	Maximum
	Ps O 1.8	1,008,000	
	Ps O 1.7	957,000	
	Ps O 1.6	906,000	
	Ps O 1.5	855,000	Midpoint
	Ps O 1.4	805,000	
	Ps O 1.3	754,000	
	Ps O 1.2	703,000	
	Ps O 1.1	652,000	Minimum

Signed this 17<sup>th</sup> day December, 2024.

Saby Natonga  
Chairman

Rosemary Leona  
Member

Nigel Malosu  
Member

Effective as of date of determination.





**PART 8A THE JOB CLASSIFICATION STANDARDS TABLES FOR THE POSITIONS OF PUBLIC SERVANTS ASSIGNED TO THE CUSTOMER AND BUSINESS SUPPORT CAREER PATHWAY**

**[GRT Determination 8 of 2024: The Job Classification Standards Tables for the positions of Public Servants as assigned to Band A to Band F and the Customer & Business Support career pathway Level S1 to Level S6.]**

Table F. S6		The Job Classification Standards Table for the positions of Public Servants as assigned to Band F and the Customer and Business Support pathway Level S6			
Band	Grade & Score	Jobwise Pathway Descriptor	Customer & Business Support Career Pathway Level S6 Factor Descriptors (Jobs that are client facing and most of the tasks relate to varied degree of administrative functions.)		Typical S6 Positions
F	S6 335-394	<b>Senior Specialized Business Support:</b>  Accountability for a specialized area of admin or customer support, involving conflicting and diverse activities requiring high level of individual judgement. Problems of moderate scope and complexity requiring analytical and creative input, Initiative and judgement.	<b>Education</b>	<b>J. TERTIARY / PROFESSIONAL</b> Requires applied knowledge and understanding of the theoretical knowledge base in a specialized field or equivalent level of management. One or more academic degrees in a specific discipline is essential to perform complex assignments and formulate appropriate responses to resolve both concrete and abstract problems requiring analytical, specialist technical and creative input. -VQF 8-9	Principal Compliance Officer  Finance Manager  Human Resource Manager  Auditor
			<b>Experience</b>	<b>G. ADVANCED</b> The job requires experience of a broad nature, above that of a skilled operator / technician. Normally involves an awareness of work activities beyond the immediate job situation and the impact of the job on these activities. Thus, it may be necessary to work in harmony with conflicting and diverse activities and usually involves control of resources and people. (5 – 10 years' relevant experience)	Principal Procurement Officer  Asset Manager  Principal Housing Officer  SEO Training and Employment Opportunities
			<b>Complexity</b>	<b>D. INVOLVED</b> While the end results are generally defined, the means of achieving them are unspecified. Continuous balancing of conflicting demands from diverse sources is required and a high level of unpredictability and variability.	Principal Examination & Assessment Officer  Principal Finance & Administration Officer
			<b>Scope</b>	<b>C. INFLUENCING / SUPERVISORY</b> Supervision of others required and / or coordination of resources and processes (human /physical / financial), or a high degree of influence across the organization, in order to achieve significant outcomes.	Finance Corporate Manager  Principal Trade Officer  Principal Scholarship and Development Officer
			<b>Problem Solving</b>	<b>E. COMPLEX</b> Problems contain unusual and unexpected elements which have not been previously encountered. Extensive research may be required, possibly extending up to 9 – 12 months. Corporate policies and in-house expertise will not provide a complete answer to the problem.	Principal Livestock Officer  Harbor Master  Principal Investigator
			<b>Freedom to Act</b>	<b>E. GUIDANCE</b> The jobholder is expected to work with a large degree of independence within the organization's plans, policies and reporting requirements. Overall guidelines and objectives are discussed initially, and progress is reviewed intermittently and informally.	School Improvement Officer  Principal Organization and Development Analyst
			<b>Impact of Decisions</b>	<b>IMPACT B.</b> Direct impact of a single discretionary decision causes some impact, which can be expressed in vatu terms of hundreds of vatu. (supervise small team or provides advice)	PEO Education Policy and Planning  National Coordinator NLC
			<b>Interpersonal Skills</b>	<b>D. INFLUENCE / PERSUADE</b> Considerable contact influencing staff either in a management role requiring sound communication skills or in roles requiring well-developed advisory / consultative / facilitation skills.	PEO Education Services  Principal Organizational Development Analyst
			<b>Authority</b>	<b>A.</b> No authority to commit routine expenditure or capital expenditure, approve loans or extend credit. At the upper level there may be authority to sign external correspondence.	Principal Fleet Officer  Principal School Improvement Officer
			<b>People Management</b>	<b>A.</b> Controls no staff. At middle and upper levels, there may be a requirement to allocate tasks to others, possibly with limited supervisory responsibility, or with some involvement in training / guiding or project management.	Assistant Legal Officer  Principal HRMIS  Team Leader Tax Payer Services (Advisory & Education)  Principal Aid Programmer



Table E. S5		The Job Classification Standards Table for the positions of Public Servants as assigned to Band E and the Customer & Business Support pathway Level S5			
Band	Grade & Score	Jobwise Pathway Descriptor	Customer & Business Support Career Pathway Level S5 Factor Descriptors (Jobs that are client facing and most of the tasks relate to varied degree of administrative functions.)		Typical S5 Positions
E	S5 286-334	<b>Specialised Admin/Customer Focus</b>  Jobs at this level tend to be more self-directed. Accountability for a specialised area of administration for the organisation with measurable impact. Varied problems of moderate complexity, requiring judgement and interpretation and perhaps analysis and research	Education	<b>I. TERTIARY / SPECIALIST</b> Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. Requires a command of specialised technical or scholastic skills to analyse, evaluate and interpret. -VQF 6 & 7	Senior Biosecurity Officer  Return & Debt Officer  Senior Data Officer
			Experience	<b>E. PROFICIENT</b> The job requires adeptness in a skill and experience in a variety of tasks. The skill may be related to specific activities, equipment or general activities that take time to acquire, extending beyond the short term. (typically, 1 – 2 years' related experience)	Senior Procurement Officer  SEO Rural Training  Curriculum Coordinator
			Complexity	<b>C. DEFINED</b> The end results required and policy frameworks are defined but independent thought is necessary to coordinate conflicting demands and optimise efficiency.	Personnel Licensing (PEL) Officer  Senior Procurement Officer  Environmental Health Officer
			Scope	<b>C. INFLUENCING / SUPERVISORY</b> Supervision of others required and / or coordination of resources and processes (human /physical / financial), or a high degree of influence across the organization, in order to achieve significant outcomes.	Revenue Officer  Risk Management Officer  Wash Cluster Coordinator
			Problem Solving	<b>D. VARIED</b> Problems are varied and the solution requires research through diverse and perhaps contradictory cases. Initiative and judgement is necessary in interpretation. In general, many of these problems extend far beyond the need for short term solutions, with the research required extending between 1 – 3 months.	Subsidy Scheme Administrator  Senior Asset & Inventory Officer  Senior M&E Officer
			Freedom to Act	<b>D. GENERAL INSTRUCTIONS</b> Work is subject to general instructions only, and specific completion targets are normally specified. Progress reviews are usually undertaken but in most instances assistance by a superior is given only when requested.	Junior Secondary School Examination Officer  DCO Secretariat  Internal Auditor
			Impact of Decisions	<b>IMPACT B.</b> Direct impact of a single discretionary decision causes some impact, which can be expressed in vatu terms of hundreds of vatu. (supervise small team or provides advice)	Senior Desk Officer Development Cooperation  Senior Payment officer – Imprest  Accountant
			Interpersonal Skills	<b>C. ADVISE / SUPERVISE</b> Discusses and seeks cooperation from people in other areas of the organisation, and / or has some supervisory responsibility.	Principal Provincial Tourism Officer  Senior Quality Assurance
			Authority	<b>Financial Authority B.</b> Authorises minor expenditure from another person's budget. (i.e. not accountable for an expenditure budget)	PEO Provincial Education  Principal Corrections Officer
			People Management	<b>A. STAFF RESPONSIBILITY</b> There may be a requirement to allocate tasks to others, possibly with limited supervisory responsibilities. (up to 8 Staff)	Senior Tariff Officer

Table D. S4		The Job Classification Standards Table for the positions of Public Servants as assigned to Band D and the Customer & Business Support pathway Level S4			
Band	Grade & Score	Jobwise Pathway Descriptor	Customer & Business Support Career Pathway Level S4 Factor Descriptors (Jobs that are client facing and most of the tasks relate to varied degree of administrative functions.)		Typical S4 Jobs
D	S4 236-285	<b>Technical Admin/Customer Focus</b>  Technical administrative roles with accountability for results of and processes within portions of work or projects. Varied problems requiring judgement and interpretation within recognized patterns	Education	<b>H. TERTIARY / DIPLOMA</b> Requires 4 – 5 years' secondary schooling and a further full-time course of study for 2 – 3 years in a technical or specialized field; or significant and regular part-time courses of study extending over 5 or more years. Requires a wide range of specialized technical or scholastic skills to determine solutions -VQF 4-6	Executive Secretary Administration & Finance Officer Assistant FSB Officer Secretary Passport Processing Officer Cooperative Business Development Officer
			Experience	<b>E. PROFICIENT</b> The job requires adeptness in a skill and experience in a variety of tasks. The skill may be related to specific activities, equipment or general activities that take time to acquire, extending beyond the short term. (typically, 1 – 2 years' related experience)	Forest Officer Pollution Control Officer Aquaculture Officer Provincial Statistics Officer
			Complexity	<b>C.DEFINED</b> The end results required and policy frameworks are defined but independent thought is necessary to coordinate conflicting demands and optimize efficiency.	Senior Corrections Officer Assistant Agriculture Officer Area Administrator
			Scope	<b>B. RELATED</b> Supervision of others is not required, but close liaison with others is necessary in coordinating specific activities to achieve common objectives.	Assistant Auditor Assistant Human Resource Officer
			Problem Solving	<b>C.ROUTINE / VARIED</b> Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.	Asset Officer VAT Compliance Officer (Province)
			Freedom to Act	<b>C.PROCEDURES</b> Work conforms to specified procedures and the results are clearly defined. Work is subject to in-progress review and guidance and assistance are readily available.	Data Processing Officer Bio-Safety & Invasive Species Officer
			Impact of Decisions	<b>IMPACT A 1.</b> Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatu terms of less than VT 7,000. (The cost of the individual's own time)	Maintenance Supervisor Assessment Processing Officer
			Interpersonal Skills	<b>B. RELATE</b> Discusses work with employees and communicates information to other people.	Desktop Support Officer Payroll Officer
			Authority	<b>A. FINANCIAL AUTHORITY</b> No authority to commit routine expenditure or capital expenditure.	Project Officer Senior Registration Officer
			People Management	<b>A. STAFF RESPONSIBILITY</b> There may be a requirement to allocate tasks to others, possibly with limited supervisory responsibilities. (up to 8 Staff)	Field Officer Senior Meteo Officer



Table C. S3		The Job Classification Standards Table for the positions of Public Servants as assigned to Band C and the Customer & Business Support pathway Level S3			
Band	Grade & Score	Jobwise Pathway Descriptor	Customer & Business Support Career Pathway Level S3 Factor Descriptors (Jobs that are client facing and most of the tasks relate to varied degree of administrative functions.)		Typical S3 Jobs
C	S3 191-235	<b>Administration/ Customer Support:</b>  Process focused administrative or support roles with accountability for own day to day tasks requiring knowledge of procedures and processes within a work area. This level may also include customer facing roles with varied transactions, explaining, resolving enquiries.	Education	<b>G. SECONDARY / VOCATIONAL</b> Requires 4 – 5 years’ secondary schooling through to achievement of school leaving qualification and / or extended on-the-job training. Requires a range of well-developed skills and some relevant theoretical knowledge to deliver assigned job outcomes with some autonomy, discretion and judgement -VQF 2-4	Administration Officer  Help Desk Officer  Corrections Officer  Clerical Officer
			Experience	<b>C. ROUTINE</b> Familiarity with standardised work routines which may involve the use of simple equipment and machines. Able to be mastered over several months. (3 – 6 months’ experience)	Filing Clerk  Assistant Statistician
			Complexity	<b>C.DEFINED</b> The end results required and policy frameworks are defined but independent thought is necessary to coordinate conflicting demands and optimise efficiency.	Finance & Admin Officer  Escort Officer
			Scope	<b>B. RELATED</b> Supervision of others is not required, but close liaison with others is necessary in coordinating specific activities to achieve common objectives.	Human Resource Officer  Labour Officer-Work Permit & Training
			Problem Solving	<b>C.ROUTINE / VARIED</b> Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.	Road Worthy Administration Officer
			Freedom to Act	<b>C.PROCEDURES</b> Work conforms to specified procedures and the results are clearly defined. Work is subject to in-progress review and guidance and assistance are readily available.	Security Officer  Assistant FSB (Province)
			Impact of Decisions	<b>IMPACT A 1.</b> Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatu terms of less than VT 7,000. (The cost of the individual’s own time)	Assistant Statistician  Maintenance Supervisor
			Interpersonal Skills	<b>B. RELATE</b> Discusses work with employees and communicates information to other people.	Finance Records & Administration
			Authority	<b>A. FINANCIAL AUTHORITY</b> No authority to commit routine expenditure or capital expenditure.	Assistant Finance Officer
			People Management	<b>A. STAFF RESPONSIBILITY</b> There may be a requirement to allocate tasks to others, possibly with limited supervisory responsibilities. (up to 8 Staff)	Data Entry Officer  Secretary/Typist  Support Officer  Librarian  Assistant Forest Officer  Basic Examination Officer  Intern

Table B. S2		The Job Classification Standards Table for the positions of Public Servants as assigned to Band B and the Customer & Business Support pathway Level S2			
Band	Grade & Score	Jobwise Pathway Descriptor	Customer & Business Support Career Pathway Level S2 Factor Descriptors (Jobs that are client facing and most of the tasks relate to varied degree of administrative functions.)		Typical S2 Jobs
B	S2 145-190	<b>Office Support:</b>  These are likely to be clerical or semi-skilled positions in support roles where accountability is limited to achievement of own day – to – day tasks, set and monitored by others. May also include customer facing roles, routine tasks.	Education	<b>E. BASIC OCCUPATIONAL</b> Requires 2 – 3 years’ secondary schooling plus a course of basic occupational skills, mostly learnt on the job. Utilises a narrow range of knowledge and cognitive skills, such as the basic use of computers, to perform a range of repetitive and familiar tasks under supervision. -VQF 1	Driver  Cleaner  Receptionist  Help Desk Officer
			Experience	<b>C. ROUTINE</b> Familiarity with standardised work routines which may involve the use of simple equipment and machines. Able to be mastered over several months. (3 – 6 months’ experience)	Driver/Messenger  Office Assistant  Filing Clerk
			Complexity	<b>A. PRACTICAL</b> The application of practical skills or acquired knowledge to undertake well-defined activities, but with the need for individual judgement.	Media & Outreach Officer
			Scope	<b>B. RELATED</b> Supervision of others is not required, but close liaison with others is necessary in coordinating specific activities to achieve common objectives	Driver/Groundsman  Data Entry Clerk
			Problem Solving	<b>C. ROUTINE</b> Problems are minor. Some individual judgement is required to interpret rules and instructions.	Development Officer
			Freedom to Act	<b>B. INSTRUCTIONS</b> Detailed instructions are given on a range of tasks, but the jobholder has some freedom to determine the order of tasks to be commenced. Work is closely monitored and checked regularly.	Liaison Officer  Information Officer
			Impact of Decisions	<b>IMPACT A 1.</b> Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatu terms of less than VT 7,000. (The cost of the individual’s own time)	
			Interpersonal Skills	<b>B. RELATE</b> Discusses work with employees and communicates information to other people.	
			Authority	<b>A. FINANCIAL AUTHORITY</b> No authority to commit routine expenditure or capital expenditure.	
			People Management	<b>A. STAFF RESPONSIBILITY</b> There may be a requirement to allocate tasks to others, possibly with limited supervisory responsibilities. (up to 8 Staff)	

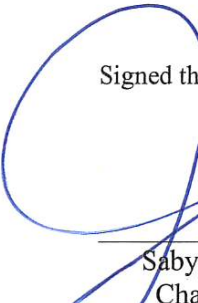


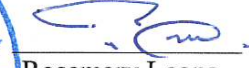





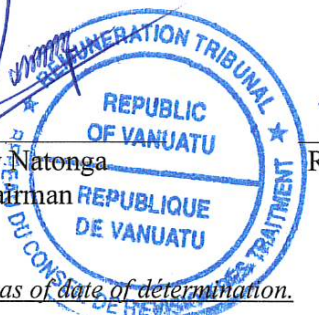
D	Ps S 4.4	1,597,000	
	Ps S 4.3	1,531,000	
	Ps S 4.2	1,466,000	
	Ps S 4.1	1,400,000	Minimum
C			
	Ps S 3.9	1,380,000	Maximum
	Ps S 3.8	1,359,000	
	Ps S 3.7	1,338,000	
	Ps S 3.6	1,316,000	
	Ps S.3.5	1,295,000	Midpoint
	Ps S 3.4	1,273,000	
	Ps S 3.3	1,252,000	
	Ps S 3.2	1,230,000	
	Ps S 3.1	1,209,000	Minimum
B			
	Ps S 2.9	1,187,000	Maximum
	Ps S 2.8	1,166,000	
	Ps S 2.7	1,144,000	
	Ps S 2.6	1,112,300	
	Ps S 2.5	1,101,000	Midpoint
	Ps S 2.4	1,080,000	
	Ps S 2.3	1,058,000	
	Ps S 2.2	1,037,000	
	Ps S 2.1	1,015,000	Minimum
A			
	Ps S 1.9	1,002,000	Maximum
	Ps S 1.8	958,000	
	Ps S 1.7	914,000	
	Ps S 1.6	871,000	
	Ps S 1.5	827,000	Midpoint
	Ps S 1.4	783,000	
	Ps S 1.3	740,000	
	Ps S 1.2	696,000	
	Ps S 1.1	652,000	Minimum

Signed this 17<sup>th</sup> day December, 2024.

  
Saby Natonga  
Chairman

  
Rosemary Leona  
Member

  
Nigel Malosu  
Member

  
REPUBLIC OF VANUATU  
REPUBLIC DE VANUATU  
BUREAU DE CONSEIL DE RÉVISION DES TRAITEMENTS  
BUREAU DE CONSEIL DE RÉVISION DES TRAITEMENTS  
Effective as of date of determination.

Appendix 8D. GRT Determination 9 of 2024 – The Determination on the Job Classification Standards and the Salary Structure for the positions of Medical Officers employed by the Public Service Commission.

GOVERNMENT OF THE  
REPUPLIC OF VANUATU  
OFFICE OF THE GOVERNMENT  
REMUNERATION TRIBUNAL  
PMB 9094 Port Vila, Vanuatu  
Tel: (678) 23625 Fax: 263181



GOVERNEMENT DE LA  
RÉPUPLIQUE DE VANUATU  
BUREAU DE CONSEIL DE RÉVISION DES  
TRAITEMENTS  
SPR 9094 Port-Vila, Vanuatu  
Tél: (678) 23625 Télécopie: 263181

OFFICE OF THE GOVERNMENT REMUNERATION TRIBUNAL		
GRT DETERMINATION 9 of 2024 Notice No. .... of 2024  PUBLIC SERVICE COMMISSION		
THE GRT DETERMINATION ON THE JOB CLASSIFICATION STANDARDS AND THE SALARY STRUCTURE FOR THE POSITIONS OF MEDICAL OFFICERS EMPLOYED BY THE PUBLIC SERVICE COMMISSION.		
This Determination sets out the Job Classification Standards and the salary structure for the positions of Medical Officers employed by the Public Service Commission. It comprises:		
PART	CONTENT	PAGE
1	GENERAL	2
2	THE RULES OF APPLICATION OF DETERMINATION FOR POSITIONS OF MEDICAL OFFICERS	3
3	RELATED MATTERS - ALLOWANCES	4
4	THE JOB CLASSIFICATION STANDARDS TABLES FOR THE POSITIONS OF MEDICAL OFFICERS AS ASSIGNED TO THE LEADERSHIP AND TECHNICAL CAREER PATHWAYS	5
5	THE SALARY STRUCTURE FOR THE POSITIONS OF MEDICAL OFFICERS	14



**PART 1 – GENERAL**

**1.1 Authority:**

1.1.1 This Determination is issued in accordance with section 13(1) of the Government Remuneration Tribunal Act 1998 [CAP 250]

1.1.2 The Tribunal may issue guidance notes from time to time to assist the employing bodies in the administration of this Determination.

**1.2 Application:**

1.2.1 This Determination applies to positions of persons appointed as Medical Officers by the Public Service Commission.

1.2.2 This Determination does not apply to positions of any other Health services staff employed by the Commission, except those stated in paragraph 1.2.1.

1.2.3 No other person should be accorded the salary stated on this Determination other than those persons stated in paragraph 1.2.1 and the positions specified in paragraph 1.2.4 and Table 1.2.

1.2.4 This Determination applies to positions specified in paragraph 1.2.1 which are assigned to the Career Pathways of the SP10 JobWise® Framework as depicted in the Table 1.2 below:

Table 1.2. The Career Pathways for Medical Health Officers			
Career Pathways	Bands	Levels	Positions
Leadership	K	L8	Superintendent
	J	L7	Head of Department
Technical	J	T7	Specialist (Contract)
	I	T6	Senior Consultant
	H	T5	Consultant
	G	T4	Senior Registrar
	F	T3	Registrar
	F	T3	Medical Officer
	E	T2	Intern

1.2.5 The GRT assigns the highest level of the Technical career pathway, T7, Band J, exclusively for leading specialist in particular clinical area employed under fixed-term contract of employment by the Public Service Commission.

1.2.6 The details for determination on appointment to the positions of Technical career pathway, T7, is provided in GRT Determination 25 of 2024.

**1.3 Effective Date:**

1.3.1 This Determination takes effect as of 1<sup>st</sup> December 2024.

1.3.2 This Determination supersedes any earlier decision made on the salary of Medical Officers.

**PART 2 – THE RULES FOR APPLICATION OF DETERMINATION FOR MEDICAL OFFICERS**

**2.1 Setting the Salary**

2.1.1 The Commission shall determine the work value for the position of the Officers stated on PART 1, paragraph 1.2.1, of this Determination in accordance with the Job Classification Standards set out in PART 4 and the Salary Structure set out in PART 5 of this Determination.

2.1.2 In determining the work value of the position specified in paragraph 1.2.1, the Commission is expected to exercise prudent business judgement by applying salaries commensurate with the responsibilities and accountabilities of the office as depicted by the Job Classification Standards set out in PART 4 of this Determination.

2.1.3 A person who holds a position specified in PART 1 Table 1.2 and also in PART 5 Table 5.1 shall be paid the annual salary as is specified for that office on the table.

2.1.4 An officer, other than an Intern, when acting on a position higher than her or his substantive position should be paid the salary for that position until such time she or he is no longer acting.

2.1.5 A new person appointed to a vacant or new position shall be paid the minimum annual salary (or base salary) belonging to the Band and pathway Level to which the position has been formally assigned as indicated in PART 1 Table 1.2.

2.1.6 Pursuant to PART 1 paragraph 1.2.4, and in consideration of the Job Classification Standards Table J. T7 set out in PART 4, the Commission shall apply the salary of the highest level of the Technical career pathway, T7, Band J, exclusively to persons of Leading Specialist caliber employed on a fixed-term contract.

**2.2 Adjustment to Salary**

2.2.1 Adjustment to salary shall be made in accordance with established performance guidelines, grading system, and within the ability of the Commission to pay for the upward adjustments.

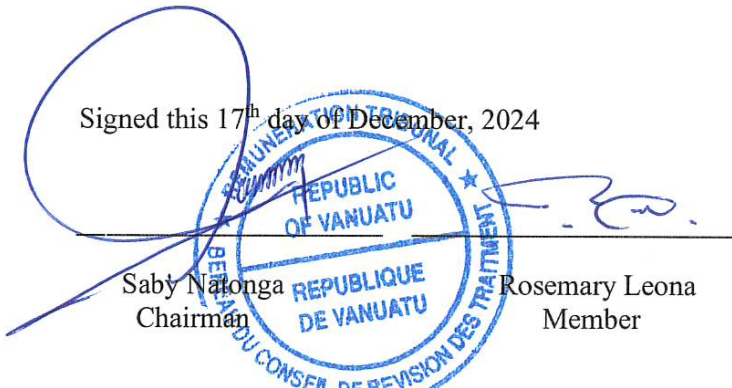
2.2.2. A pay increment shall apply only to a person who has demonstrated, based on established and reliable performance standards, an outstanding performance consistently for two (2) consecutive years or more.

- 2.2.3. An increment to be applied to grades within a Band shall be subject to a recommendation made by the Head of agency to the Commission for approval and a note of commendation for excellence to the officer.
- 2.2.4 The Commission may promote a person specified in paragraph 1.2.1 to a position assigned to the Band higher than officer's current post, only, and only if that Officer has met the job requirements contained in the Job Classification Standards table, as set out in PART 4, corresponding each Band.
- 2.2.5 The Commission shall exercise prudent judgement to ensure officers whom it promotes or moves from one Band to another other, or from one career pathway to another, or from one level to another, do meet the job requirements contained in relevant Job Classification Standards tables set out in PART 4.

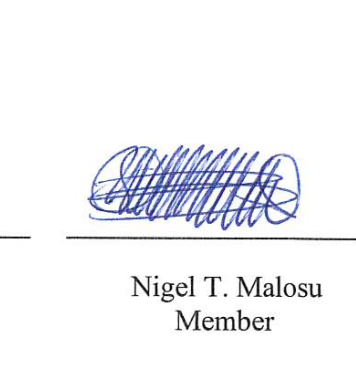
PART 3 – RELATED MATTERS - ALLOWANCES

- 3.1 Take home pay entitlements:
- 3.1.1 An officer, as specified in paragraph 1.2.1 other than an Intern, shall be entitled to (i) a Housing Allowance and (ii) a Child Allowance.
- 3.1.2 The Commission may, in consultation with GRT, implement any other allowances deemed payable to persons in positions stated in PART 5 Table 5.1 of the Determination.
- 3.1.3 The details on employee allowances, pursuant to paragraph 3.1.1, are provided in the GRT Determination 33 of 2024.


Signed this 17<sup>th</sup> day of December, 2024



Saby Natonga  
Chairman



Rosemary Leona  
Member



Nigel T. Malosu  
Member

*Effective as of date of détermination.*



PART 4 – THE JOB CLASSIFICATION STANDARDS TABLES FOR THE POSITIONS OF MEDICAL OFFICERS AS ASSIGNED TO THE LEADERSHIP AND TECHNICAL CAREER PATHWAYS.

[GRT Determination 9 of 2024: The Job Classification Standards Tables for the positions of the Medical Officers as assigned to the Leadership career pathway Band J and Band K, Levels L7 & Level L8, and the Technical career pathway Band E to J, Levels T2 – T7]

Table K. L8		The Job Classification Standards Table for the positions of the Medical Officers as assigned to Band K and the Leadership pathway Level L8		
Band	Level & Score	Jobwise Pathway Descriptor	Leadership Pathway Level 8 Factor Descriptors (Jobs requiring varied degree of leadership, supervision of people, power, and oversight of general management functions)	
K	L8 676-773	<b>Function Manager:</b>  Leadership of a single function or aspect of a large function where the impact on overall organization end results is significant. Typically managing managers or team leaders with staff in technical/ specialist roles requiring high levels of	<b>Education</b>	<b>J. TERTIARY / PROFESSIONAL</b> Requires applied knowledge and understanding of the theoretical knowledge base in a specialized field or equivalent level of management. One or more academic degrees in a specific discipline is essential to perform complex assignments and formulate appropriate responses to resolve both concrete and abstract problems requiring analytical, specialist technical and creative input. - VQF 8-10
			<b>Experience</b>	<b>J. DIVERSE EXPERIENCE</b> The job requires experience in managing and administering a major function or a small / medium organization, or a major department / brand of a large organization.
			<b>Complexity</b>	<b>D. INVOLVED</b> While the end results are generally defined, the means of achieving them are unspecified. Continuous balancing o conflicting demands from diverse sources is required and a high level of unpredictability and variability is encountered.
			<b>Scope</b>	<b>E. CORPORATE</b> Functional responsibility at a corporate level, involving central coordination of a specialist or staff function and requiring the integration or coordination of activities and influence over relevant policy and procedures in all operating areas of a large organization.
			<b>Problem Solving</b>	<b>E. COMPLEX</b> Problems contain unusual and unexpected elements which have not been previously encountered. Extensive research ay be required, possibly extending up to 9-12months. Corporate policies and in-house expertise will not provide a complete answer to the problem.
			<b>Freedom to Act</b>	<b>E. GUIDANCE</b> The jobholder is expected to work with a large degree of independence within the organization's plans, policies and reporting requirements. Overall guidelines and objectives are



		expertise.		discussed initially, and progress is reviewed intermittently and informally
			<b>Impact of Decisions</b>	<b>D. IMPACT</b> Direct impact of a single discretionary decision causes major impact, which can be expressed in vatu terms of tens of thousands of vatu. (Managers of larger teams and more resources)
			<b>Interpersonal skills</b>	<b>E RESOLVE/SHAPE</b> Extensive contact at a senior level requiring high level of communication skills (e.g. mediating, advocating, counselling, negotiating) on sensitive, difficult, and complex issues; and / or the skills required for leading a very small organization.
			<b>Authority</b>	<b>D. FINANCIAL AUTHORITY.</b> Approves routine expenditure within budgetary limits and is accountable for an expenditure budget.
			<b>People Management</b>	<b>D 1 - 2. STAFF RESPONSIBILITY</b> Has full supervisory / managerial responsibility for 30-99 staff. This includes allocation of work, accountability for their outputs, quality etc. and appraisal of their performance. OR Project Coordinator (Managing Project Manager) of projects long than 4 years who have oversight of Project Managers, project teams of over 100 people.

		through team leaders		completion targets are normally specified. Progress reviews are usually undertaken but in most instances assistance by a superior is given only when requested.
			<b>Impact of Decisions</b>	<b>C. Impact Direct</b> Impact of a single discretionary decision causes significant impact, which can be expressed in vatu terms of thousands of vatu.
			<b>Interpersonal Skills</b>	<b>D. INFLUENCE / PERSUADE</b> Considerable contact influencing staff either in a management role requiring sound communication skills or in roles requiring well-developed advisory / consultative / facilitation skills.
			<b>Authority</b>	<b>B Financial Authority.</b> Authorises minor expenditure from another person's budget.
			<b>People Management</b>	<b>C. 1</b> Has full supervisory / managerial responsibility for 11–29 staff. This includes allocation of work, accountability for their outputs, quality etc. and appraisal of their performance.

Table J. L7		The Job Classification Standards Table for the positions of the Medical Officers as assigned to Band J and the Leadership pathway Level L7		
Band	Grade & Score	Jobwise Pathway Descriptor	Leadership Pathway Level 7 Factor Descriptors (Jobs requiring varied degree of leadership, supervision of people, power, and oversight of general management functions)	
J	L7 592-675	<b>Section Leader:</b>  Responsible for managing a section part of a division/ department, where effective utilization of staff is important and impact on stakeholder satisfaction is significant. Staff will include technical specialists and programme/ Project roles, managed directly or	<b>Education</b>	<b>I. TERTIARY / SPECIALIST</b> Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. - VQF 6-7
			<b>Experience</b>	<b>H. SPECIALISED EXPERIENCE</b> The job requires extensive specialised experience in a technical, scientific, or professional field, normally gained through relevant professional qualifications together with significant post qualification practical experience; OR Experience of a more general 14-15 years
			<b>Complexity</b>	<b>C. DEFINED</b> The end results required and policy frameworks are defined but independent thought is necessary to coordinate conflicting demands and optimize efficiency.
			<b>Scope</b>	<b>D. MANAGERIAL</b> Management or control of a significant operational or functional unit / division, including the planning, directing and controlling of all activities within the unit, or a CEO / Director General of very small organisation.
			<b>Problem Solving</b>	<b>D. VARIED</b> Problems are varied and the solution requires research though diverse and perhaps contradictory ceases. Initiative and judgement is necessary in interpretation. In general, many of these problems extend far beyond the need for short term solutions, with the research required extending between 1-3 months.
			<b>Freedom to Act</b>	<b>D. GENERAL INSTRUCTIONS</b> Work is subject to general instructions only, and specific

Table J. T7		The Job Classification Standards Table for the positions of the Medical Officers as assigned to Band J and the Technical pathway Level T7		
Band	Grade & Score	Jobwise Pathway Descriptor	Technical Pathway Level T7 Factor Descriptors (Most advanced specialist and subject matter expert in specialised discipline, with deep understanding and broad knowledge and experience, capable of making significant impacts by applying advanced theories and innovative approaches to solve challenging problems)	
J	T7 592-675	<b>Leading Expert:</b>  Few stand-alone roles score at this level. They will be the organisation's most advanced specialists – the “subject matter experts” in a significant area of concern for the organisation. Jobholders in these roles will apply advanced specialised or technical principals,	<b>Education</b>	<b>J. TERTIARY / PROFESSIONAL</b> Requires applied knowledge and understanding of the theoretical knowledge base in a specialised field or equivalent level of management. One or more academic degrees in a specific discipline is essential to perform complex assignments and formulate appropriate responses. - VQF 9-10
			<b>Experience</b>	<b>I. UNIQUE/EXTENSIVE</b> The Job requires highly specialised experience in a specific area gathered over a significant length of time. Recognised as the expert on subject both within and outside 15-20 yrs.
			<b>Complexity</b>	<b>E. COMPLEX</b> High level of innovation and adaptability required to react to rapidly changing circumstances. Significant demands made to control, harmonise and motivate
			<b>Scope</b>	<b>E. CORPORATE</b> Functional responsibility at a corporate level, involving the central coordination of a specialist or staff function and requiring the integration or coordination of activities and influence over relevant policy and procedures
			<b>Problem Solving</b>	<b>F. EVALUATIVE</b> Little routine work is involved. Problems are primarily of a strategic nature requiring analysis and the evaluation of several alternative solutions. Guidelines may provide a general framework, but considerable judgement and initiative are required to find the best possible solution.
			<b>Freedom to Act</b>	<b>F. GENERAL GUIDANCE</b> Minimal guidance is provided. The jobholder plans the activities of the organisation or major division in line with the overall strategic objectives of the organisation or corporation.

	theories and concepts to resolve unusually complex technical problems	<b>Impact of Decisions</b>	<b>B.</b> Direct impact of a single discretionary decision causes significant impact, which can be expressed in vatu terms of thousands of vatu.
		<b>Interpersonal skills</b>	<b>E. RESOLVE / SHAPE</b> Extensive contact at a senior level requiring high level communication skills (e.g., mediating, advocating, counselling, negotiating) on sensitive, difficult and complex issues.
		<b>Authority</b>	<b>A0. FINANCIAL AUTHORITY</b> No authority to commit routine expenditure or capital expenditure.
		<b>People Management</b>	<b>A 1. 0.</b> Controls no staff. At middle and upper levels, there may be a requirement to allocate tasks to others, possibly with limited supervisory responsibility, or with some involvement in training / guiding or project management.

Table I. T6		The Job Classification Standard Table for the positions of the Medical Officers as assigned to Band I and the Technical pathway Level T6			
Band	Grade & Score	Jobwise Pathway Descriptor	Technical Pathway Level T6 Factor Descriptors (Technical pathway jobs requires highly specialised skills and qualifications, that is job specific)		
I	T6 521-591	<b>Advanced Specialist:</b>  Jobs at this level are likely to provide a specialised technical service at expert level, developing solutions to highly complex problems requiring a complete understanding of practices, techniques, concepts and theoretical principles from the relevant discipline	<b>Education</b>	<b>J. TERTIARY / PROFESSIONAL</b> Requires applied knowledge and understanding of the theoretical knowledge base in a specialised field or equivalent level of management. – VQF Level 9	
			<b>Experience</b>	<b>H. SPECIALISED</b> The job requires extensive specialised experience in a technical, scientific or professional field, normally gained through relevant professional qualifications together with significant post qualification practical experience; 12-15 Years	
			<b>Complexity</b>	<b>E. COMPLEX</b> High level of innovation and adaptability required to react to rapidly changing circumstances. Significant demands made to control, harmonise and motivate all or major sections of a large and diverse organisation.	
			<b>Scope</b>	<b>C INFLUENCING / SUPERVISORY</b> Supervision of others required and / or coordination of resources and processes (human / physical / financial), or a high degree of influence across the organisation, in order to achieve significant outcomes.	
			<b>Problem Solving</b>	<b>D. VARIED</b> Problems are varied and the solution requires research through diverse and perhaps contradictory cases. Initiative and judgement is necessary in interpretation. In general, many of these problems extend far beyond the need for short term solutions, with the research required extending between 1 – 3 months.	
			<b>Freedom to Act</b>	<b>E. GUIDANCE</b> The jobholder is expected to work with a large degree of independence within the organisation's plans, policies and reporting requirements. Overall guidelines and objectives are discussed initially, and progress is reviewed intermittently and informally.	

			<b>Impact of Decisions</b>	<b>A. IMPACT</b> Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatu terms of less than VT 7,000. (the cost of the individual's own time)
			<b>Interpersonal Skills</b>	<b>D. INFLUENCE / PERSUADE</b> Considerable contact influencing staff either in a management role requiring sound communication skills or in roles requiring well-developed advisory / consultative / facilitation skills.
			<b>Authority</b>	<b>A0. FINANCIAL AUTHORITY</b> No authority to commit routine expenditure or capital expenditure.
			<b>People Management</b>	<b>B.</b> Has full supervisory / managerial responsibility for up to 10 staff. This includes allocation of work, accountability for their outputs, quality etc. and appraisal of their performance.

Table H. T5		The Job Classification Standards Table for the positions of the Medical Officers as assigned to Band H and the Technical pathway Level T5			
Band	Grade & Score	Jobwise Pathway Descriptor	Technical Pathway Level T5 Factor Descriptors (Technical pathway jobs requires highly specialised skills and qualifications, that is job specific)		
H	T5 335-394	<b>Senior Level Specialist:</b>  Jobs at this level provide a specialised technical service, developing solutions to varied and complex problems. Analytical and creative reasoning required to explore alternative options and formulate solutions. Requires sound understanding of practise, techniques,	<b>Education</b>	<b>J. TERTIARY / PROFESSIONAL</b> Requires applied knowledge and understanding of the theoretical knowledge base in a specialised field or equivalent level of management. - VQF Level 8	
			<b>Experience</b>	<b>H. SPECIALISED</b> The job requires extensive specialised experience in a technical, scientific or professional field, normally gained through relevant professional qualifications together with significant post qualification practical experience; 10-11 Years.	
			<b>Complexity</b>	<b>C. DEFINED</b> The end results required and policy frameworks are defined but independent thought is necessary to coordinate conflicting demands and optimise efficiency	
			<b>Scope</b>	<b>C. INFLUENCING / SUPERVISORY</b> Supervision of others required and / or coordination of resources and processes (human / physical / financial), or a high degree of influence across the organisation, in order to achieve significant outcomes.	
			<b>Problem Solving</b>	<b>D. VARIED</b> Problems are varied and the solution requires research through diverse and perhaps contradictory cases. In general, many of these problems extend far beyond the need for short term solutions, with the research required extending between 1 – 3 months.	
			<b>Freedom to Act</b>	<b>E. GUIDANCE</b> The jobholder is expected to work with a large degree of independence within the organization's plans, policies and reporting requirements. Overall guidelines and objectives are discussed initially, and progress is reviewed intermittently and informally.	



		concepts and theoretical principals from relevant discipline	Impact of Decisions	A. <b>IMPACT</b> Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatú terms of less than VT 7,000. (the cost of the individual's own time)
			Interpersonal Skills	D. <b>INFLUENCE / PERSUADE</b> Considerable contact influencing staff either in a management role requiring sound communication skills or in roles requiring well-developed advisory /consultative / facilitation skills.
			Authority	A0. <b>FINANCIAL AUTHORITY</b> No authority to commit routine expenditure or capital expenditure.
			People Management	B. Has full supervisory / managerial responsibility for up to 10 staff. This includes allocation of work, accountability for their outputs, quality etc. and appraisal of their performance.

				vatú terms of less than VT 7,000. (the cost of the individual's own time)
			Interpersonal Skills	C. <b>ADVISE / SUPERVISE</b> Discusses and seeks cooperation from people in other areas of the organisation, and / or has some supervisory responsibility.
			Authority	A0. <b>FINANCIAL AUTHORITY</b> No authority to commit routine expenditure or capital expenditure.
			People Management	A 1. 0. Controls no staff. At middle and upper levels, there may be a requirement to allocate tasks to others, possibly with limited supervisory responsibility, or with some involvement in training / guiding or project management.

Table G. T4		The Job Classification Standards Table for the positions of the Medical Officers as assigned to Band G and the Technical pathway Level T4		
Band	Grade & Score	Jobwise Pathway Descriptor	Technical Pathway Level T4 Factor Descriptors (Technical pathway jobs requires highly specialised skills and qualifications, that is job specific)	
G	T4 395-455	<b>Mid-Level Specialist:</b>  Jobs at this level are likely to provide independent specialised technical service requiring general application of practices, techniques, concepts and theoretical principals from the relevant discipline. They will develop solutions to variety of problems of moderate scope and complexity	Education	I. <b>TERTIARY / SPECIALIST</b> Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. Requires a command of specialised technical or scholastic skills to analyse, evaluate and interpret. - VQF Level 7- 8
			Experience	G. <b>ADVANCED</b> The job requires experience of a broad nature, above that of a skilled operator / technician. Normally involves an awareness of work activities beyond the immediate job situation and the impact of the job on these activities. (9 – 10 years' relevant experience)
			Complexity	C. <b>DEFINED</b> The end results required and policy frameworks are defined but independent thought is necessary to coordinate conflicting demands and optimise efficiency.
			Scope	B. <b>RELATED</b> Supervision of others required and / or coordination of resources and process (human / physical / financial), or some degree of influence within the unit.
			Problem Solving	C. <b>ROUTINE / VARIED</b> Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.
			Freedom to Act	D. <b>GENERAL INSTRUCTIONS</b> Work is subject to general instructions only, and specific completion targets are normally specified. Progress reviews are usually undertaken but in most instances assistance by a superior is given only when requested.
			Impact of Decisions	A. <b>IMPACT</b> Direct impact of a single discretionary decision causes minor impact, which can be expressed in

Table F. T3		The Job Classification Standards Table for the positions of the Medical Officers as assigned to Band F and the Technical pathway Level T3		
Band	Grade & Score	Jobwise Pathway Descriptor	Technical Pathway Level T3 Factor Descriptors (Technical pathway jobs requires highly specialised skills and qualifications, that is job specific)	
F	T3 335-394	<b>First Level Specialist:</b>  First level of Technicians specialisation. Problems of moderate scope and complexity requiring analytical and creative input, initiative and judgement. Jobs at this level assess, investigate, analyse and interpret information.	Education	I. <b>TERTIARY / SPECIALIST</b> Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. Requires a command of specialised technical or scholastic skills to analyse, evaluate and interpret. - VQF Level 7
			Experience	G <b>ADVANCED</b> The job requires experience of a broad nature, above that of a skilled operator / technician. Normally involves an awareness of work activities beyond the immediate job situation and the impact of the job on these activities. (5 – 8 years' relevant experience)
			Complexity	B. <b>PRACTICAL</b> The application of Practical skills or acquired knowledge to undertake well-defined activity, but with the need for individual judgement.
			Scope	B. <b>RELATED</b> Supervision of others required and / or coordination of resources and process (human / physical / financial), or some degree of influence within the unit.
			Problem Solving	C. <b>ROUTINE / VARIED</b> Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.
			Freedom to Act	B. <b>INSTRUCTIONS</b> Detailed instructions are given on a range of tasks, but the jobholder has some freedom to determine the order of tasks to be commenced. Work is closely monitored and checked regularly.
			Impact of Decisions	A. <b>IMPACT</b> Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatú terms of less than VT 7,000. (the cost of the individual's own time)

			<b>Interpersonal Skills</b>	<b>B. RELATE (HIGH)</b> Discusses work with employee and communicates information to other people
			<b>Authority</b>	<b>A0. FINANCIAL AUTHORITY</b> No authority to commit routine expenditure or capital expenditure.
			<b>People Management</b>	<b>A 1. 0.</b> Controls no staff. At middle and upper levels, there may be a requirement to allocate tasks to others, possibly with limited supervisory responsibility, or with some involvement in training / guiding or project management.

Table E. T2		The Job Classification Standards Table for the positions of the Medical Officers as assigned to Band E and the Technical pathway Level T2		
Band	Grade & Score	Jobwise Pathway Descriptor	Technical Pathway Level T2 Factor Descriptors (Technical pathway jobs requires highly specialised skills and qualifications, that is job specific)	
E	T2 286-334	<b>Technical / Entry Level Specialist:</b>  Jobs at this level are accountable for results of and processes within portions of work or projects or for providing specialised technical service in their own right. Varied problems requiring judgement and interpretation and perhaps analysis.	<b>Education</b>	<b>I. TERTIARY / SPECIALIST</b> Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. Requires a command of specialised technical or scholastic skills to analyse, evaluate and interpret a wide range of information and resolve both concrete and sometimes abstract problems and issues. VQF Level 7
			<b>Experience</b>	<b>F. SKILLED</b> The job requires highly relevant experience in a specific area of work, often involving specialised training in order to achieve competence. acquiring the job skills. (2 – 5 years' relevant experience)
			<b>Complexity</b>	<b>B. PRACTICAL</b> The application of Practical skills or acquired knowledge to undertake well-defined activity, but with the need for individual judgement.
			<b>Scope</b>	<b>B. RELATED</b> Supervision of others is not required, but close liaison with others is necessary in coordinating specific activities to achieve common objectives.
			<b>Problem Solving</b>	<b>C. ROUTINE / VARIED</b> Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.
			<b>Freedom to Act</b>	<b>B. INSTRUCTIONS</b> Detailed instructions are given on a range of tasks, but the jobholder has some freedom to determine the order of tasks to be commenced. Work is closely monitored and checked regularly.
			<b>Impact of Decisions</b>	<b>A. IMPACT</b> Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatu terms of less than VT 7,000. (the cost of the individual's own time)
			<b>Interpersonal Skills</b>	<b>B. RELATE (HIGH)</b> Discusses work with employee and communicates information to other people.
			<b>Authority</b>	<b>A0. FINANCIAL AUTHORITY</b> No authority to commit routine expenditure or capital expenditure.
			<b>People Management</b>	<b>A 1. 0.</b> Controls no staff. At middle and upper levels, there may be a requirement to allocate tasks to others, possibly with limited supervisory responsibility, or with some

				involvement in training / guiding or project management.
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Signed this 17<sup>th</sup> day of December, 2024.

Sabi Natonga

Chairman

Effective as of date of détermination.

REPUBLIC OF VANUATU

REPUBLICQUE DE VANUATU

CONSEIL DE REVISION DES TRAITEMENTS

Rosemay Leona

Member

Nigel T. Malosu

Member





**PART 5 - THE SALARY STRUCTURE FOR THE POSITIONS OF MEDICAL OFFICERS.**

[GRT Determination 9 of 2024: The Salary Structure Table for the positions of the Medical Officers as assigned to the Leadership career pathway Band J and Band K, Levels L7 & Level L8, and the Technical career pathway Band E to J, Levels T2 – T7]

GRT Determination 9 of 2024:						
Table 5.1 – The Annual Salary for the Medical Officers and the Medical Practitioners.						
VANUATU GOVERNMENT – GOVERNMENT REMUNERATION TRIBUNAL						
PUBLIC SERVICE COMMISSION						
PERFORMANCE-BASED SALARY STRUCTURE						
CAREER PATHWAY FOR THE MEDICAL OFFICERS AND THE MEDICAL PRACTITIONERS				ANNUAL SALARY		
				Minimum	Midpoint	Maximum
POSITION	VQF LEVEL	BAND / LEVEL	GRADE	1	2	3
Specialist (Contract)	10	J T7	T MC 9	6,197,000	7,200,000	7,700,000
Superintendent	9	K L8	L MO 8	6,161,000	6,418,000	6,932,000
Senior Consultant	9	I T6	T MO 7	4,834,000	5,288,000	5,590,000
Head of Department	9	J L7	L MO 6	4,739,000	4,795,000	4,850,000
Consultant	9	H T5	T MO 5	3,613,000	3,924,000	4,378,000
Senior Registrar	8	G T4	T MO 4	3,211,000	3,324,000	3,414,000
Registrar	7	F T3	T MO 3	2,855,000	2,954,000	3,035,000
Medical Officer	7	F T3	T MO 2	2,639,000	2,639,000	2,639,000
Intern	7	E T2	T MO 1	2,440,000	2,440,000	2,440,000

Signed this 17<sup>th</sup> day of December, 2024.

Saby Natonga  
Chairman

Rosemary Leona  
Member

Nigel T. Malosu  
Member

Effective as of date of determination.

GRT Determination 9 of 2024 - PSC – Medical Officers

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**Appendix 8E. GRT Determination 10 of 2024 – The Determination on the Job Classification Standards and the Salary Structure for the positions of Dental Officers employed by the Public Service Commission.**



OFFICE OF THE GOVERNMENT REMUNERATION TRIBUNAL		
GRT DETERMINATION 10 of 2024 Notice No. .... of 2024		
PUBLIC SERVICE COMMISSION		
THE GRT DETERMINATION ON THE JOB CLASSIFICATION STANDARDS AND THE SALARY STRUCTURE FOR THE POSITIONS OF DENTAL OFFICERS EMPLOYED BY THE PUBLIC SERVICE COMMISSION.		
This Determination sets out the job classification standards and the salary structure for the positions of Dental Officers employed by the Public Service Commission. It comprises:		
PART	CONTENT	PAGE
1	GENERAL	2
2	THE RULES OF APPLICATION OF DETERMINATION FOR THE DENTAL OFFICERS POSITIONS	2
3	RELATED MATTERS - ALLOWANCES	3
4	THE JOB CLASSIFICATION STANDARDS TABLES FOR THE POSITIONS OF DENTAL OFFICERS AS ASSIGNED TO THE LEADERSHIP, TECHNICAL, AND OPERATIONS CAREER PATHWAYS	5
5	THE SALARY STRUCTURE FOR THE POSITIONS OF DENTAL OFFICERS	13

PART 1 – GENERAL

1.1 Authority:

1.1.1 This Determination is issued in accordance with section 13(1) of the Government Remuneration Tribunal Act 1998 [CAP 250]

1.1.2 The Tribunal may issue guidance notes from time to time to assist the employing bodies in the administration of this determination.

1.2 Application:

1.2.1 This Determination applies to persons appointed to the positions of Dental Officers by the Public Service Commission.

1.2.2 This Determination does not apply to any other Health services staff employed by the Commission, except those stated in paragraph 1.2.1

1.2.3 This Determination applies to the positions stated in paragraph 1.2.1 which are assigned to the Career Pathways of the SP10 JobWise® Framework as depicted in the Table 1.2 below:

Table 1.2. The Career Pathways for Dental Officers			
Career Pathways	Bands	Levels	Positions
Leadership	J	L7	Head of Dental
Technical	H	L5	Senior Consultant
	G	T4	Consultant
	G	T4	Senior Registrar
	F	T3	Registrar
	E	T2	Dental Officer
	E	T2	Intern
	E	T2	Dental Technician
Operations	D	O4	Dental Assistant

1.3 Effective Date:

1.3.1 This Determination takes effect as of 1<sup>st</sup> December 2024.

1.3.2 This Determination supersedes any earlier decision made on the salary of Dental Officers.

PART 2 –THE RULES OF APPLICATION OF DETERMINATION FOR DENTAL OFFICERS POSITIONS

2.1 Setting the Salary

2.1.1 The Commission shall determine the work value for the position of the Officer stated on paragraph 1.2.1, of this Determination in accordance with the

Classification Standards set out in PART 4 and the Salary Structure set out in PART 5 of this Determination.

2.1.2 In determining the work value of the position specified in paragraph 1.2.1, the Commission is expected to exercise prudent business judgement by applying salaries commensurate with the responsibilities and accountabilities of the office as depicted by the Job Classification Standards set out in PART 4 of this Determination.

2.1.3 A person who holds an office depicted in PART 1 paragraph 1.2.3 and Table 1.2 shall be paid the annual salary as is specified for that office on table PART 5 Table 5.1.

2.1.4 No other person should be accorded the salary stated on this Determination other than those persons stated in PART 1 paragraph 1.2.1 and specified in PART 5, Table 5.1 of this determination.

2.1.5 An officer, other than an Intern, when acting on a position higher than her or his substantive position should be paid the salary for that position until such time she or he is no longer acting.

2.1.6 A person appointed to a vacant or new position shall be paid the minimum annual salary (or base salary) belonging to the Band and pathway Level to which the position has been formally assigned as indicated in PART 1 Table 1.2.

2.2 Adjustment to Salary:

2.2.1 An adjustment to salary shall be made in accordance with established performance guidelines and within the ability of the employing body to pay for the office.

2.2.2 A pay increment shall be applied only to a person who has demonstrated, based on established and reliable performance standards, an outstanding performance consistently for two (2) consecutive years or more.

2.2.3 An increment that is to be applied to grades within a Band shall be subject to a recommendation made by the Head of agency to the Commission for approval and commendation.

2.2.4 The Commission may promote a Dental Officer to a position belonging to a Band higher than the officer’s current post, only, and only if the officer has met the job requirements contained in the Job Classification Standards relative to that higher Band.

2.2.5 The Commission may promote a person specified in paragraphs 1.2.1, 1.2.2 and 1.2.3, to a position assigned to the Band higher than the officer’s current post, if that officer has met the job requirements contained in the relevant Job



Classification Standards Tables, as set out in PART 4, which specify the factor descriptors related to each Band.

### PART 3 – RELATED MATTERS - ALLOWANCES

### 3.1 Take home pay entitlements:

**3.1.1** An officer, as specified in paragraph 1.2.1, other than an Intern, shall be entitled to (i) a Housing Allowance and (ii) a Child Allowance.

**3.1.2** The Commission may, in consultation with GRT, implement any other allowances deemed payable to persons in positions stated in PART 5 Table 5.1 of the Determination.

**3.1.3** The details on employee allowances, pursuant to paragraph 3.1.1, are provided in the GRT Determination 33 of 2024.

Signed this 17<sup>th</sup> day of December, 2024.

Saby Natonga  
Chairman

Rosemary Leona  
Member

Effective as of date of détermination

Nigel T. Malosu  
Member

**PART 4 – THE JOB CLASSIFICATION STANDARDS TABLES FOR POSITIONS OF THE DENTAL OFFICERS AS ASSIGNED TO THE LEADERSHIP, TECHNICAL, AND OPERATIONS PATHWAYS**

**[GRT Determination 10 of 2024: The Job Classification Standards for the positions of the Dental Officers as assigned to the Leadership career pathway Band J, Level L7, to the Technical pathway Band E – Band H, Level T2-T5, and to the Operations pathway Band D Level O4.]**

Table J. L7		The Job Classification Standards Table for positions of the Dental Officers as assigned to Band J and the Leadership pathway Level L7			
Band	Grade & Score	Jobwise Pathway Descriptor	Leadership Pathway Level 7 Factor Descriptors (Jobs requiring varied degree of leadership, supervision of people, power, and oversight of general management functions)		
J	L7 592-675	<b>Section Leader:</b>  Responsible for managing a section part of a division/ department, where effective utilization of staff is important and impact on stakeholder satisfaction is significant. Staff will include technical specialists and programme/ Project roles, managed directly or through team leaders	<b>Education</b>	<b>I. TERTIARY / SPECIALIST</b> Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. - VQF 6-7	
			<b>Experience</b>	<b>H. SPECIALISED EXPERIENCE</b> The job requires extensive specialised experience in a technical, scientific, or professional field, normally gained through relevant professional qualifications together with significant post qualification practical experience; OR Experience of a more general 14-15 years	
			<b>Complexity</b>	<b>C. DEFINED</b> The end results required and policy frameworks are defined but independent thought is necessary to coordinate conflicting demands and optimize efficiency.	
			<b>Scope</b>	<b>D. MANAGERIAL</b> Management or control of a significant operational or functional unit / division, including the planning, directing and controlling of all activities within the unit, or a CEO / Director General of very small organisation.	
			<b>Problem Solving</b>	<b>D. VARIED</b> Problems are varied and the solution requires research though diverse and perhaps contradictory ceases. Initiative and judgement is necessary in interpretation. In general, many of these problems extend far beyond the need for short term solutions, with the research required extending between 1-3 months.	
			<b>Freedom to Act</b>	<b>D. GENERAL INSTRUCTIONS</b> Work is subject to general instructions only, and specific completion targets are normally specified. Progress reviews are usually undertaken but in most instances assistance by a superior is given only when requested.	
			<b>Impact of Decisions</b>	<b>C. Impact Direct</b> Impact of a single discretionary decision causes significant impact, which can be expressed in vat u terms of thousands of vat u.	

			<b>Interpersonal Skills</b>	<b>D. INFLUENCE / PERSUADE</b> Considerable contact influencing staff either in a management role requiring sound communication skills or in roles requiring well-developed advisory /consultative / facilitation skills.
			<b>Authority</b>	<b>B Financial Authority.</b> Authorises minor expenditure from another person's budget.
			<b>People Management</b>	<b>C. 1</b> Has full supervisory / managerial responsibility for 11–29 staff. This includes allocation of work, accountability for their outputs, quality etc. and appraisal of their performance.

			<b>Interpersonal Skills</b>	<b>D. INFLUENCE / PERSUADE</b> Considerable contact influencing staff either in a management role requiring sound communication skills or in roles requiring well-developed advisory /consultative / facilitation skills.
			<b>Authority</b>	<b>A0. FINANCIAL AUTHORITY</b> No authority to commit routine expenditure or capital expenditure.
			<b>People Management</b>	<b>B.</b> Has full supervisory / managerial responsibility for up to 10 staff. This includes allocation of work, accountability for their outputs, quality etc. and appraisal of their performance.

Table H. T5		The Job Classification Standards Table for the positions of the Dental Officers as assigned to Band H and the Technical pathway Level T5		
Band	Grade & Score	Jobwise Pathway Descriptor	Technical Pathway Level T5 Factor Descriptors (Technical pathway jobs requires highly specialised skills and qualifications, that is job specific)	
<b>H</b>	<b>T5</b> 335-394	<b>Senior Level Specialist:</b>  Jobs at this level provide a specialised technical service, developing solutions to varied and complex problems. Analytical and creative reasoning required to explore alternative options and formulate solutions. Requires sound understanding of practise, techniques, concepts and theoretical principals from relevant discipline	<b>Education</b>	<b>J. TERTIARY / PROFESSIONAL</b> Requires applied knowledge and understanding of the theoretical knowledge base in a specialised field or equivalent level of management. -VQF Level 8
			<b>Experience</b>	<b>H. SPECIALISED</b> The job requires extensive specialised experience in a technical, scientific or professional field, normally gained through relevant professional qualifications together with significant post qualification practical experience; 10-11 Years.
			<b>Complexity</b>	<b>C. DEFINED</b> The end results required and policy frameworks are defined but independent thought is necessary to coordinate conflicting demands and optimise efficiency
			<b>Scope</b>	<b>C. INFLUENCING / SUPERVISORY</b> Supervision of others required and / or coordination of resources and processes (human / physical / financial), or a high degree of influence across the organisation, in order to achieve significant outcomes.
			<b>Problem Solving</b>	<b>D. VARIED</b> Problems are varied and the solution requires research through diverse and perhaps contradictory cases. In general, many of these problems extend far beyond the need for short term solutions, with the research required extending between 1 – 3 months.
			<b>Freedom to Act</b>	<b>E. GUIDANCE</b> The jobholder is expected to work with a large degree of independence within the organization's plans, policies and reporting requirements. Overall guidelines and objectives are discussed initially, and progress is reviewed intermittently and informally.
			<b>Impact of Decisions</b>	<b>A. IMPACT</b> Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatu terms of less than VT 7,000. (the cost of the individual's own time)

Table G. T4		The Job Classification Standards Table for the positions of the Dental Officers as assigned to Band G and the Technical pathway Level T4		
Band	Grade & Score	Jobwise Pathway Descriptor	Technical Pathway Level T4 Factor Descriptors (Technical pathway jobs requires highly specialised skills and qualifications, that is job specific)	
<b>G</b>	<b>T4</b> 395-455	<b>Mid-level Specialist:</b>  Jobs at this level are likely to provide independent specialised technical service requiring general application of practices, techniques, concepts and theoretical principals from the relevant discipline. They will develop solutions to variety of problems of moderate scope and complexity	<b>Education</b>	<b>I. TERTIARY / SPECIALIST</b> Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. Requires a command of specialised technical or scholastic skills to analyse, evaluate and interpret. - VQF Level 7- 8
			<b>Experience</b>	<b>G ADVANCED</b> The job requires experience of a broad nature, above that of a skilled operator / technician. Normally involves an awareness of work activities beyond the immediate job situation and the impact of the job on these activities. (9 – 10 years' relevant experience)
			<b>Complexity</b>	<b>C. DEFINED</b> The end results required and policy frameworks are defined but independent thought is necessary to coordinate conflicting demands and optimise efficiency.
			<b>Scope</b>	<b>B. RELATED</b> Supervision of others required and / or coordination of resources and process (human / physical / financial), or some degree of influence within the unit.
			<b>Problem Solving</b>	<b>C. ROUTINE / VARIED</b> Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.
			<b>Freedom to Act</b>	<b>D. GENERAL INSTRUCTIONS</b> Work is subject to general instructions only, and specific completion targets are normally specified. Progress reviews are usually undertaken but in most instances assistance by a superior is given only when requested.
			<b>Impact of Decisions</b>	<b>A. IMPACT</b> Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatu terms of less than VT 7,000. (the cost of the individual's own time)
			<b>Interpersonal Skills</b>	<b>C. ADVISE / SUPERVISE</b> Discusses and seeks cooperation from people in other areas of the organisation,



				and / or has some supervisory responsibility.
			Authority	A0. FINANCIAL AUTHORITY No authority to commit routine expenditure or capital expenditure.
			People Management	A 1. 0. Controls no staff. At middle and upper levels, there may be a requirement to allocate tasks to others, possibly with limited supervisory responsibility, or with some involvement in training / guiding or project management.

Table F. T3		The Job Classification Standards Table for the positions of the Dental Officers as assigned to Band F and the Technical pathway Level T3		
Band	Grade & Score	Jobwise Pathway Descriptor	Technical Pathway Level T3 Factor Descriptors (Technical pathway jobs requires highly specialised skills and qualifications, that is job specific)	
F	T3 335-394	First level specialist:  First level of Technicians specialisation. Problems of moderate scope and complexity requiring analytical and creative input, initiative and judgement. Jobs at this level assess, investigate, analyse and interpret information.	Education	I. TERTIARY / SPECIALIST Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. Requires a command of specialised technical or scholastic skills to analyse, evaluate and interpret. -VQF LEVEL 7
			Experience	G ADVANCED The job requires experience of a broad nature, above that of a skilled operator / technician. Normally involves an awareness of work activities beyond the immediate job situation and the impact of the job on these activities. (5 – 8 years' relevant experience)
			Complexity	B. PRACTICAL The application of Practical skills or acquired knowledge to undertake well-defined activity, but with the need for individual judgement.
			Scope	B. RELATED Supervision of others required and / or coordination of resources and process (human / physical / financial), or some degree of influence within the unit.
			Problem Solving	C. ROUTINE / VARIED Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.
			Freedom to Act	B. INSTRUCTIONS Detailed instructions are given on a range of tasks, but the jobholder has some freedom to determine the order of tasks to be commenced. Work is closely monitored and checked regularly.
			Impact of Decisions	A. IMPACT Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatv terms of less than VT 7,000. (the cost of the individual's own time)
			Interpersonal Skills	B. RELATE (HIGH) Discusses work with employee and communicates information to other people

			Authority	A0. FINANCIAL AUTHORITY No authority to commit routine expenditure or capital expenditure.
			People Management	A 1. 0. Controls no staff. At middle and upper levels, there may be a requirement to allocate tasks to others, possibly with limited supervisory responsibility, or with some involvement in training / guiding or project management.

Table E. T2		The Job Classification Standards Table for the positions of the Dental Officers as assigned to Band E and the Technical pathway Level T2		
Band	Grade & Score	Jobwise Pathway Descriptor	Technical Pathway Level T2 Factor Descriptors (Technical pathway jobs requires highly specialised skills and qualifications, that is job specific)	
E	T2 286-334	Technical / Entry level Specialist:  Jobs at this level are accountable for results of and processes within portions of work or projects or for providing specialised technical service in their own right. Varied problems requiring judgement and interpretation and perhaps analysis.	Education	I. TERTIARY / SPECIALIST Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. Requires a command of specialised technical or scholastic skills to analyse, evaluate and interpret a wide range of information and resolve both concrete and sometimes abstract problems and issues. - VQF LEVEL 7
			Experience	F. SKILLED The job requires highly relevant experience in a specific area of work, often involving specialised training in order to achieve competence. acquiring the job skills. (2 – 5 years' relevant experience)
			Complexity	B. PRACTICAL The application of Practical skills or acquired knowledge to undertake well-defined activity, but with the need for individual judgement.
			Scope	B. RELATED Supervision of others is not required, but close liaison with others is necessary in coordinating specific activities to achieve common objectives.
			Problem Solving	C. ROUTINE / VARIED Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.
			Freedom to Act	B. INSTRUCTIONS Detailed instructions are given on a range of tasks, but the jobholder has some freedom to determine the order of tasks to be commenced. Work is closely monitored and checked regularly.
			Impact of Decisions	A. IMPACT Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatv terms of less than VT 7,000. (the cost of the individual's own time)
			Interpersonal Skills	B. RELATE (HIGH) Discusses work with employee and communicates information to other people.
			Authority	A0. FINANCIAL AUTHORITY No authority to commit routine expenditure or capital expenditure.

			<b>People Management</b>	<b>A 1. 0.</b> Controls no staff. At middle and upper levels, there may be a requirement to allocate tasks to others, possibly with limited supervisory responsibility, or with some involvement in training / guiding or project management.
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Table D. O4		The Job Classification Standards Table for the positions of the Dental Officers as assigned to Band D and the Operations pathway Level O4		
Band	Grade & Score	Jobwise Pathway Descriptor	Operations Pathway O4 Factor Descriptors (Jobs that related mostly to technical roles and trades requiring use of tools, equipment, machine, etc and applications of specialised knowledge and skills to analyse and solve technical problems)	
D	O4 236-285	<b>Trades 2:</b>  Skilled trades or technical roles with accountability for results of and processes within portions of work or projects. Work under limited supervision performing moderately complex and Varied problems requiring judgement and interpretation.	<b>Education</b>	<b>H. TERTIARY / DIPLOMA</b> Requires 4 – 5 years’ secondary schooling and a further full-time course of study for 2 – 3 years in a technical or specialized field; or significant and regular part-time courses of study extending over 5 or more years. Requires a wide range of specialized technical or scholastic skills to determine solutions. - VQF 4-6
			<b>Experience</b>	<b>D. SEMI ROUTINE</b> Routine work practices, but experience in dealing with exceptions and special circumstances required. Experience may be related to the specific task or involve wider issues affecting the organization’s operations. Able to be mastered relatively quickly, within a year. (6 – 12 months’ experience)
			<b>Complexity</b>	<b>B. PRACTICAL</b> The application of practical skills or acquired knowledge to undertake well-defined activities, but with the need for individual judgement.
			<b>Scope</b>	<b>B. RELATED</b> Supervision of others is not required, but close liaison with others is necessary in coordinating specific activities to achieve common objectives.
			<b>Problem Solving</b>	<b>C.ROUTINE / VARIED</b> Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.
			<b>Freedom to Act</b>	<b>C.PROCEDURES</b> Work conforms to specified procedures and the results are clearly defined. Work is subject to in-progress review and guidance and assistance are readily available.
			<b>Impact of Decisions</b>	<b>IMPACT A 1.</b> Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatu terms of less than VT 7,000. (The cost of the individual’s own time)
			<b>Interpersonal Skills</b>	<b>B. RELATE</b> Discusses work with employees and communicates information to other people.
			<b>Authority</b>	<b>A. FINANCIAL AUTHORITY</b> No authority to commit routine expenditure or capital expenditure.



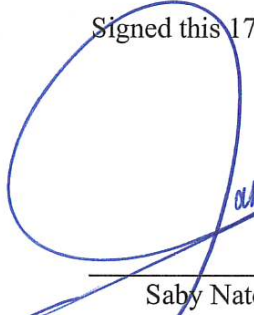
			People Management	A. STAFF RESPONSIBILITY There may be a requirement to allocate tasks to others, possibly with limited supervisory responsibilities. (up to 8 Staff)
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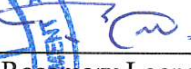



PART 5 – THE SALARY STRUCTURE FOR THE POSITIONS OF DENTAL OFFICERS

[GRT Determination 10 of 2024: The Salary Structure for the positions of the Dental Officers as assigned to the Leadership career pathway Band J, Level L7, to the Technical pathway Band E – Band H, Level T2 – T5, and to the Operations pathway Band D Level O4]

Signed this 17<sup>th</sup> day of December, 2024.

  
Saby Natonga  
Chairman

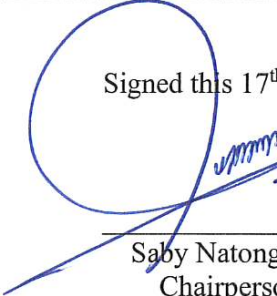
  
Rosemary Loena  
Member


  
Nigel T. Malosu  
Member


Effective as of date of determination

GRT Determination 10 of 2024:						
Table 5.1 – The Annual Salary for the positions of Dental Officers and the Registered Dental Officers.						
VANUATU GOVERNMENT – GOVERNMENT REMUNERATION TRIBUNAL						
PUBLIC SERVICE COMMISSION						
PERFORMANCE-BASED SALARY STRUCTURE						
CAREER PATHWAY FOR A DENTAL OFFICER AND A REGISTERED DENTAL OFFICER				ANNUAL SALARY		
				Minimum	Midpoint	Maximum
POSITION	VQF LEVEL	BAND/ LEVEL	GRADE	1	2	3
Head of Dental	9	J L7	L DO 9	4,403,000	4,459,000	4,515,000
Senior Consultant	9	H T5	T DO 8	3,773,000	3,924,000	4,076,000
Consultant	9	G T4	T DO 7	3,318,000	3,470,000	3,621,000
Senior Registrar	8	G T4	T DO 6	2,864,000	3,015,000	3,167,000
Registrar	7	F T3	T DO 5	2,510,000	2,609,000	2,707,000
Dental Officer	7	E T2	T DO 4	2,312,000	2,312,000	2,312,000
Intern	7	E T2	T DO 3	2,213,000	2,213,000	2,213,000
Dental Technician	7	E T2	T DO 2	1,700,000	1,700,000	1,700,000
Dental Assistant	3-6	D O4	O DO 1	855,000	1,160,000	1,300,000

Signed this 17<sup>th</sup> day December, 2024.

  
Saby Natonga  
Chairperson

  
Rosemary Leona  
Member

  
Nigel T. Malosu  
Member

Effective as of date of determination

Appendix 8F. GRT Determination 11 of 2024 – The Determination of the Job Classification Standards and the Salary Structure for the positions of Allied Health Officers employed by the Public Service Commission.

GOVERNMENT OF THE  
REPUPLIC OF VANUATU  
OFFICE OF THE GOVERNMENT  
REMUNERATION TRIBUNAL  
PMB 9094 Port Vila, Vanuatu  
Tel: (678) 23625 Fax: 263181



GOVERNEMENT DE LA  
RÉPUPLIQUE DE VANUATU  
BUREAU DE CONSEIL DE RÉVISION DES  
TRAITEMENTS  
SPR 9094 Port-Vila, Vanuatu  
Tél: (678) 23625 Télécopie: 263181

OFFICE OF THE GOVERNMENT REMUNERATION TRIBUNAL		
GRT DETERMINATION 11 of 2024 Notice No. .... of 2024		
PUBLIC SERVICE COMMISSION		
THE DETERMINATION ON THE JOB CLASSIFICATION STANDARDS AND THE SALARY STRUCTURE FOR THE POSITIONS OF ALLIED HEALTH OFFICERS APPOINTED BY OR EMPLOYED BY THE PUBLIC SERVICE COMMISSION.		
This Determination sets out the Job Classification Standards and the salary structure for the positions of Allied Officers under the Public Service Commission. It comprises:		
PART	CONTENT	PAGE
1	GENERAL	2
2	RULES FOR APPLICATION OF DETERMINATION FOR ALLIED HEALTH OFFICERS	2
3	RELATED MATTERS - ALLOWANCES	3
4	THE JOB CLASSIFATION STANDARDS TABLES FOR ALLIED HEALTH OFFICERS	4
5	THE SALARY STRUCTURE FOR THE ALLIED HEALTH OFFICERS	10

PART 1 – GENERAL

- 1.1 Authority:**
- 1.1.1 This Determination is issued in accordance with section 13(1) of the Government Remuneration Tribunal Act 1998 [CAP 250]
- 1.1.2 The Tribunal may issue guidance notes from time to time to assist the Employing bodies in the administration of this Determination.
- 1.2 Application:**
- 1.2.1 This Determination applies to persons employed by the Public Service Commission as Allied Health Officers.
- 1.2.2 No other person should be accorded the salary stated on this Determination other than those persons stated on 1.2.1 of this Determination.
- 1.2.3 A new person appointed to a vacant or new position shall be paid the minimum annual salary (or base salary) belonging to the Band and pathway Level to which the position has been formally assigned.
- 1.2.4 This Determination applies to the positions stated in paragraph 1.2.1 which are assigned to the Career Pathways of the SP10 JobWise® Framework as depicted in the Table 1.2 below:

Table 1.2. The Career Pathways for Allied Health Officers			
Career Pathways	Band	Levels	Positions
Leadership	I	L6	Manager Allied Services
	H	L5	Principal Officer
Technical	G	T4	Officer-In-Charge
	F	T3	Section Head
	E	T2	Senior Registered Health Practitioner
	E	T2	Registered Health Practitioner
Operations	E	O5	Intern

- 1.3 Effective Date:**
- 1.3.1 This Determination takes effect as of 1<sup>st</sup> December 2024.
- 1.3.2 This Determination supersedes any earlier decision made on the salary of Allied Health Officers.

PART 2 – RULES FOR APPLICATION OF DETERMINATION FOR POSITIONS OF ALLIED HEALTH OFFICERS

- 2.1 Setting the Salary**
- 2.1.1 The Commission shall determine the work value for the position of the Officer stated on section 1.2.1, of this Determination in accordance with the Classification Standards and the Salary Structure set out in PART 4 and PART 5, respectively, of this Determination.
- 2.1.2 In determining the work value of the position specified in section 1.2.1, the Commission is expected to exercise prudent business judgement by applying salaries commensurate with the



responsibilities and accountabilities of the office as depicted by the Job Classification Standards set out in PART 4 of this Determination.

- 2.1.3 A person who holds an office specified on PART 5 Table 1 shall be paid the annual salary as is specified for that office on that table.
- 2.1.4 An officer, other than an Intern, when acting on a position higher than her or his substantive position should be paid the salary for that position until such time she or he is no longer acting.

2.2 Adjustment to Salary:

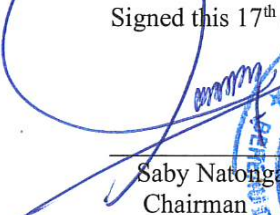
- 2.2.1 Subject to Part 2(1) of this Determination, adjustment to salary shall be made in accordance with established performance guidelines and within the ability of the Public Service Commission to pay for the office.
- 2.2.2 A pay increment shall apply only to a person who has demonstrated, based on established performance standards, an outstanding performance consistently for two (2) consecutive years or more.
- 2.2.3 An increment to be applied to grades within a Band shall be subject to a recommendation made by the Head of agency to the Commission for approval and a note of commendation for excellence to the officer.
- 2.2.4 The Commission shall promote a person specified in section 1.2.1 to a position assigned to the next Band higher than officer’s current post only, and only, if that officer has met the job requirements contained in the Job Classification Standards table corresponding to that higher Band.
- 2.2.5 The Commission shall exercise prudent judgement to ensure officers whom it promotes or moves from one Band to the other, or from one career pathway to another, or from one pathway level to another, do meet the job requirements contained in relevant Job Classification Standards tables set out in PART 4.


PART 3 – RELATED MATTERS - ALLOWANCES

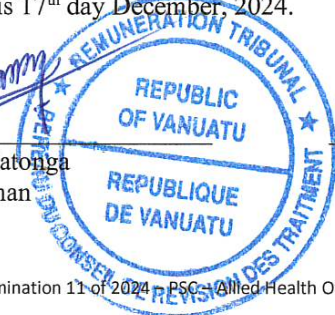
3.1 Take home pay entitlements:

- 3.1.1 An officer, as specified in 1.2.1, other than an Intern, shall be entitled to (i) a Housing Allowance and (ii) a Child Allowance.
- 3.1.1 The Commission may implement any other allowances deemed payable to officers in high level Technical and Leadership career pathways.
- 3.1.2 The details on allowances are presented in GRT Determination 33 of 2024 on the Allowances.

Signed this 17<sup>th</sup> day December, 2024.

  
Saby Natonga  
Chairman

  
Rosemary Leona  
Member



  
Nigel T. Malosu  
Member



PART 4 – THE JOB CLASSIFICATION STANDARDS TABLES FOR POSITIONS  
OF ALLIED HEALTH OFFICERS

[GRT Determination 11 of 2024: The Job Classification Standards Tables for the positions of Allied Health Officers as assigned to the Leadership (Level L5 & Level L6), Technical (Level T2 – Level T4), and Operations (Level O5) career pathways of the Public Service Commission.]

Table I. L6		The Job Classification Standards Table for the positions of Allied Health Officers as assigned to Band I and the Leadership pathway Level L6			
Band	Grade & Score	Jobwise Pathway Descriptor	Leadership Career Pathway Level L6 Factor Descriptors (Jobs requiring varied degree of leadership, supervision of people, power, and oversight of general management functions)		Typical L6 Jobs
I	L6 521-591	Team Manager: Manages staff assigned to specified administrative, operational, or technical roles who work independently as technical specialists. Ensures decisions of management are articulated and implemented. Manages and monitors work and associated budgets.	Education	I. TERTIARY / SPECIALIST Requires a specialist diploma at under-graduate level or a generic university bachelor’s degree, i.e., no specific discipline, or equivalent level of education. -VQF 6-7	• Manager Allied Services
			Experience	H. SPECIALISED EXPERIENCE The job requires extensive specialised experience in a technical, scientific, or professional field, normally gained through relevant professional qualifications together with significant post qualification practical experience; OR Experience of a more general. 12-13years	
			Complexity	B. PRACTICAL The application of practical skills or acquired knowledge to undertake well-defined activities, but with the need for individual judgement.	
			Scope	D. MANAGERIAL Management or control of a significant operational or functional unit / division, including the planning, directing and controlling of all activities within the unit, or a CEO / Director General of very small organisation.	
			Problem Solving	C. ROUTINE / VARIED Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.	
			Freedom to Act	C. PROCEDURES Work conforms to specified procedures and the results are clearly defined. Work is subject to in-progress review and guidance and assistance are readily available.	
			Impact of Decisions	B. 1 IMPACT Direct impact of a single discretionary decision causes some impact, which can be expressed in vatv terms of hundreds of vatv.	
			Interpersonal Skills	C. ADVISE / SUPERVISE Discusses and seeks cooperation from people in other areas of the organisation, and / or has some supervisory responsibility.	
			Authority	B Financial Authority. Authorises minor expenditure from another person’s budget.	



			<b>People Management</b>	B. Has full supervisory / managerial responsibility for up to 10 staff. This includes allocation of work, accountability for their outputs, quality etc. and appraisal of their performance	
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Table H. L5		The Job Classification Standards Table for the positions of Allied Health Officers as assigned to Band H and the Leadership pathway Level L5			
Band	Grade & Score	Jobwise Pathway Descriptor	Leadership Career Pathway Level L5 Factor Descriptors (Jobs requiring varied degree of leadership, supervision of people, power, and oversight of general management functions)		Typical L5 Jobs
H	L5 456-520	<b>Team Leader:</b> Team leaders at this level tend to fall into one of the two types: either technical specialists with one or more assigned technical staff, or lower-level specialist with a team of business or technical support staff. Planning, scheduling, and monitoring work and associated budgets.	Education	<b>I. TERTIARY / SPECIALIST</b> Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. -VQF 6-7	• Principal Officer
			Experience	<b>H. SPECIALISED EXPERIENCE</b> The job requires extensive specialised experience in a technical, scientific, or professional field, normally gained through relevant professional qualifications together with significant post qualification practical experience; OR Experience of a more general 10-11 years	
			Complexity	<b>C. DEFINED</b> The end results required and policy frameworks are defined but independent thought is necessary to coordinate conflicting demands and optimise efficiency.	
			Scope	<b>D. MANAGERIAL</b> Management or control of a significant operational or functional unit / division, including the planning, directing and controlling of all activities within the unit, or a CEO / Director General of very small organisation.	
			Problem solving	<b>D. VARIED</b> Problems are varied and the solution requires research through diverse and perhaps contradictory cases. Initiative and judgement is necessary in interpretation. In general, level needs research, required extending between 1 – 3 months.	
			Freedom to Act	<b>D. GENERAL INSTRUCTIONS</b> Work is subject to general instructions only, and specific completion targets are normally specified. Progress reviews are usually undertaken but in most instances assistance by a superior is given only when requested.	
			Impact of Decisions	<b>B. IMPACT</b> Direct impact of a single discretionary decision causes some impact, which can be expressed in vatu terms of hundreds of vatu	
			Interpersonal Skills	<b>D. INFLUENCE / PERSUADE</b> Considerable contact influencing staff either in a management role requiring sound communication skills or in roles requiring well-developed advisory / consultative / facilitation skills.	
			Authority	<b>B. FINANCIAL AUTHORITY (LOW)</b> Authorises minor expenditure from another person's budget	
			People Management	C. Has full supervisory / managerial responsibility for 11–29 staff. This includes allocation of work, accountability for their outputs, quality etc. and appraisal of their performance.	

Table G. T4		The Job Classification Standards Table for the positions of Allied Health Officers as assigned to Band G and the Technical pathway Level T4			
Band	Grade & Score	Jobwise Pathway Descriptor	Technical Career Pathway Level T4 Factor Descriptors (Technical pathway jobs requires highly specialised skills and qualifications, that is job specific)		Typical T4 Jobs
G	T4 395-455	<b>Mid-Level Specialist:</b> Jobs at this level are likely to provide independent specialised technical service requiring general application of practices, techniques, concepts and theoretical principals from the relevant discipline. They will develop solutions to variety of problems of moderate scope and complexity	Education	<b>I. TERTIARY / SPECIALIST</b> Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. Requires a command of specialised technical or scholastic skills to analyse, evaluate and interpret -VQF Level 7- 8	• Officer-In-Charge
			Experience	<b>G. ADVANCED</b> The job requires experience of a broad nature, above that of a skilled operator / technician. Normally involves an awareness of work activities beyond the immediate job situation and the impact of the job on these activities. (9 – 10 years' relevant experience)	
			Complexity	<b>C. DEFINED</b> The end results required and policy frameworks are defined but independent thought is necessary to coordinate conflicting demands and optimise efficiency.	
			Scope	<b>B. RELATED</b> Supervision of others required and / or coordination of resources and process (human / physical / financial), or some degree of influence within the unit.	
			Problem Solving	<b>C. ROUTINE / VARIED</b> Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions	
			Freedom to Act	<b>D. GENERAL INSTRUCTIONS</b> Work is subject to general instructions only, and specific completion targets are normally specified. Progress reviews are usually undertaken but in most instances assistance by a superior is given only when requested.	
			Impact of Decisions	<b>A. IMPACT</b> Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatu terms of less than VT 7,000. (the cost of the individual's own time)	
			Interpersonal skills	<b>C. ADVISE / SUPERVISE</b> Discusses and seeks cooperation from people in other areas of the organisation, and / or has some supervisory responsibility.	
			Authority	<b>A0. FINANCIAL AUTHORITY</b> No authority to commit routine expenditure or capital expenditure.	
			People Management	<b>A 1. 0.</b> Controls no staff. At middle and upper levels, there may be a requirement to allocate tasks to others, possibly with limited supervisory responsibility, or with some involvement in training / guiding or project management.	



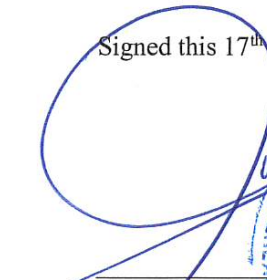
Table F. T3		The Job Classification Standards Table for the positions of Allied Health Officers as assigned to Band F and the Technical pathway Level T3			
Band	Grade & Score	Jobwise Pathway Descriptor	Technical Career Pathway Level T3 Factor Descriptors (Technical pathway jobs requires highly specialised skills and qualifications, that is job specific)		Typical T3 Jobs
F	T3 335-394	<b>First Level Specialist:</b>  First level of Technicians specialisation. Problems of moderate scope and complexity requiring analytical and creative input, initiative and judgement. Jobs at this level assess, investigate, analyse and interpret information.	Education	<b>I. TERTIARY / SPECIALIST</b> Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. Requires a command of specialised technical or scholastic skills to analyse, evaluate and interpret -VQF LEVEL 7	• Section Head
			Experience	<b>G ADVANCED</b> The job requires experience of a broad nature, above that of a skilled operator / technician. Normally involves an awareness of work activities beyond the immediate job situation and the impact of the job on these activities. <b>(5 – 8 years' relevant experience)</b>	
			Complexity	<b>B. PRACTICAL</b> The application of Practical skills or acquired knowledge to undertake well-defined activity, but with the need for individual judgement.	
			Scope	<b>B. RELATED</b> Supervision of others required and / or coordination of resources and process (human / physical / financial), or some degree of influence within the unit.	
			Problem Solving	<b>C. ROUTINE / VARIED</b> Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.	
			Freedom to Act	<b>B. INSTRUCTIONS</b> Detailed instructions are given on a range of tasks, but the jobholder has some freedom to determine the order of tasks to be commenced. Work is closely monitored and checked regularly	
			Impact of Decisions	<b>A. IMPACT</b> Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatv terms of less than VT 7,000. (the cost of the individual's own time)	
			Interpersonal Skills	<b>B. RELATE (HIGH)</b> Discusses work with employee and communicates information to other people	
			Authority	<b>A0. FINANCIAL AUTHORITY</b> No authority to commit routine expenditure or capital expenditure.	
			People Management	<b>A 1. 0.</b> Controls no staff. At middle and upper levels, there may be a requirement to allocate tasks to others, possibly with limited supervisory responsibility, or with some involvement in training / guiding or project management.	


Table E. T2		The Job Classification Standards Table for the positions of Allied Health Officers as assigned to Band E and the Technical pathway Level T2			
Band	Grade & Score	Jobwise Pathway Descriptor	Technical Career Pathway Level T2 Factor Descriptors (Technical pathway jobs requires highly specialised skills and qualifications, that is job specific)		Typical T2 Jobs
E	T2 286-334	<b>Technical / Entry Level Specialist:</b>  Jobs at this level are accountable for results of and processes within portions of work or projects or for providing specialised technical service in their own right. Varied problems requiring judgement and interpretation and perhaps analysis.	Education	<b>I. TERTIARY / SPECIALIST</b> Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. Requires a command of specialised technical or scholastic skills to analyse, evaluate and interpret a wide range of information and resolve both concrete and sometimes abstract problems and issues. -VQF LEVEL 7	• Senior Registered Health Practitioner  • Registered Health Practitioner
			Experience	<b>F. SKILLED</b> The job requires highly relevant experience in a specific area of work, often involving specialised training in order to achieve competence. acquiring the job skills. <b>(2 – 5 years' relevant experience).</b>	
			Complexity	<b>B. PRACTICAL</b> The application of Practical skills or acquired knowledge to undertake well-defined activity, but with the need for individual judgement.	
			Scope	<b>B. RELATED</b> Supervision of others is not required, but close liaison with others is necessary in coordinating specific activities to achieve common objectives.	
			Problem Solving	<b>C. ROUTINE / VARIED</b> Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions	
			Freedom to Act	<b>B. INSTRUCTIONS</b> Detailed instructions are given on a range of tasks, but the jobholder has some freedom to determine the order of tasks to be commenced. Work is closely monitored and checked regularly.	
			Impact of Decisions	<b>A. IMPACT</b> Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatv terms of less than VT 7,000. (the cost of the individual's own time)	
			Interpersonal Skills	<b>B. RELATE (HIGH)</b> Discusses work with employee and communicates information to other people.	
			Authority	<b>A0. FINANCIAL AUTHORITY</b> No authority to commit routine expenditure or capital expenditure.	
			People Management	<b>A 1. 0.</b> Controls no staff. At middle and upper levels, there may be a requirement to allocate tasks to others, possibly with limited supervisory responsibility, or with some involvement in training / guiding or project management.	

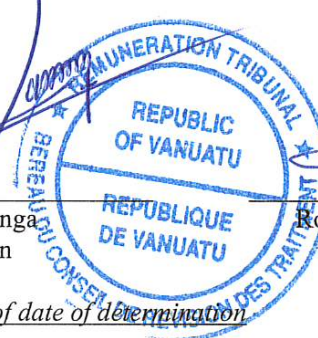


Table E. O5		The Job Classification Standards Table for the positions of Allied Health Officers as assigned to Band E and the Operations pathway Level O5			
Band	Grade & Score	Jobwise Pathway Descriptor	Operations Career Pathway O5 Factor Descriptors (Jobs that related mostly to technical roles and trades requiring use of tools, equipment, machine, etc and applications of specialised knowledge and skills to analyse and solve technical problems)		Typical O5 Jobs
E	O5 286-334	Technician 1: Specialised technical roles at advanced trades or certificate level accountable for moderately complex tasks with some impact on the work unit or wider organisation. Jobs at this level tend to involve more complex problem- solving, requiring judgment, interpretation and perhaps analysis and research	Education	H. TERTIARY / DIPLOMA Requires 4 – 5 years’ secondary schooling and a further full-time course of study for 2 – 3 years in a technical or specialised field; or significant and regular part-time courses of study extending over 5 or more years. -VQF 4-6	• Nurse Aid
			Experience	E. PROFICIENT The job requires adeptness in a skill and experience in a variety of tasks. The skill may be related to specific activities, equipment or general activities that take time to acquire, extending beyond the short term. (typically, 1 – 2 years’ related experience)	
			Complexity	B. PRACTICAL The application of practical skills or acquired knowledge to undertake well-defined activities, but with the need for individual judgement.	
			Scope	B. RELATED Supervision of others is not required, but close liaison with others is necessary in coordinating specific activities to achieve common objectives	
			Problem Solving	C.ROUTINE / VARIED Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.	
			Freedom to Act	C. PROCEDURES Work conforms to specified procedures and the results are clearly defined. Work is subject to in-progress review and guidance and assistance are readily available.	
			Impact of Decisions	A. Impact Single Division Direct impact of a single discretionary decision course minor impact. Manage own budget	
			Interpersonal Skills	B-Relate Discuss work with employees and communicates information to others	
			Authority	A. No authority to commit routine expenditure or capital expenditure, approve loans or extend credit. At the upper level there may be authority to sign external correspondence.	
			People Management	A. STAFF RESPONSIBILITY There may be a requirement to allocate tasks to others, possibly with limited supervisory responsibilities. (up to 8 Staff)	


Signed this 17<sup>th</sup> day December, 2024.

  
Saby Natonga  
Chairman

  
Rosemary Leona  
Member



Effective as of date of determination

  
Nigel T. Malosu  
Member



**PART 5 – THE SALARY STRUCTURE FOR THE POSITIONS OF ALLIED HEALTH OFFICERS.**

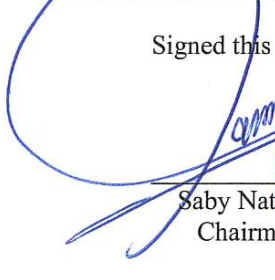
[GRT Determination 11 of 2024: The Job Classification Standards Tables for the positions of Allied Health Officers as assigned to the Leadership (Level L5 & Level L6), Technical (Level T2 – Level T4), and Operations (Level O5) career pathways of the Public Service Commission.]

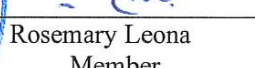
Pursuant to section 13(1) of the Government Remuneration Tribunal Act, the annual salary payable to a position of Allied Health Officer is set out hereunder.


**Table 5.1 – Annual Salary payable to a position of Allied Health Officer.**

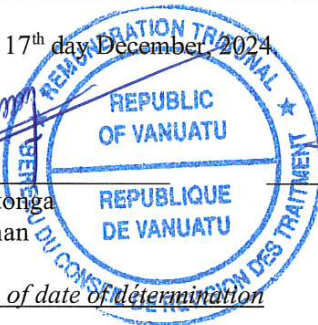
VANUATU GOVERNMENT – GOVERNMENT REMUNERATION TRIBUNAL						
PUBLIC SERVICE COMMISSION						
PERFORMANCE BASED SALARY STRUCTURE						
CAREER PATHWAY FOR AN ALLIED HEALTH OFFICER				Annual salary		
				Minimum	Midpoint	Maximum
POSITION	VQF LEVEL	BAND/ LEVEL	Grade	1	2	3
Manager Allied services	9	I L6	L HO 7	3,900,000	3,956,000	4,012,000
Principal Officer	9	H L5	L HO 6	3,397,000	3,453,000	3,621,000
Officer-In-Charge	9	G T4	T HO 5	2,740,000	2,855,000	2,954,000
Section Head	8	F T3	T HO 4	2,410,000	2,509,000	2,608,000
Senior Registered Health Practitioner	7	E T2	T HO 3	2,015,000	2,114,000	2,213,000
Registered Health Practitioner	7	E T2	T HO 2	1,875,000	1,875,000	1,875,000
Intern	7	E O5	O HO 1	1,787,000	1,787,000	1,787,000

Signed this 17<sup>th</sup> day December, 2024.

  
Saby Natonga  
Chairman

  
Rosemary Leona  
Member

  
Nigel T. Malosu  
Member



Effective as of date of determination



GOVERNMENT OF THE  
REPUPLIC OF VANUATU

OFFICE OF THE GOVERNMENT  
REMUNERATION TRIBUNAL  
PMB 9094 Port Vila, Vanuatu  
Tel: (678) 23625 Fax: 263181



GOVERNEMENT DE LA  
RÉPUBLIQUE DE VANUATU

BUREAU DE CONSEIL DE RÉVISION DES  
TRAITEMENTS  
SPR 9094 Port-Vila, Vanuatu  
Tél: (678) 23625 Télécopie: 263181

OFFICE OF THE GOVERNMENT REMUNERATION TRIBUNAL		
GRT DETERMINATION 12 of 2024 Notice No. ... of 2024		
PUBLIC SERVICE COMMISSION		
THE DETERMINATION ON THE JOB CLASSIFICATIONS STANDARDS AND THE SALARY STRUCTURE FOR THE POSITIONS OF NURSES APPOINTED BY OR EMPLOYED BY THE PUBLIC SERVICE COMMISSION.		
This Determination sets out the Job Classification Standards and the salary structure for the Nurses employed by the Public Service Commission. It comprises:		
PART	CONTENT	PAGE
1	GENERAL	2
2	RULES OF APPLICATION OF DETERMINATION FOR NURSES	2
3	RELATED MATTERS - ALLOWANCES	3
4	THE JOB CLASSIFICATION STANDARDS TABLES FOR THE NURSES AS ASSIGNED TO LEVELS OF THE LEADERSHIP, TECHNICAL, AND OPERATIONS CAREER PATHWAYS	5
5	SALARY STRUCTURE FOR ALL POSITIONS OF NURSES	13

PART 1 – GENERAL

1.1 Authority:

- 1.1.1 This Determination is issued in accordance with section 13(1) of the Government Remuneration Tribunal Act 1998 [CAP 250]
- 1.1.2 The Tribunal may issue guidance notes from time to time to assist the Employing bodies in the administration of this Determination.

1.2 Application:

- 1.2.1 This Determination applies to persons employed by the Public Service Commission as Nurses.
- 1.2.2 No other person should be accorded the salary stated on this Determination other than those persons stated on 1.2.1 of this Determination.
- 1.2.3 This Determination applies to the positions stated in paragraph 1.2.1 which are assigned to the Career Pathways of the SP10 JobWise® Framework as depicted in Table 1.2 below.

Table 1.2. The Career Pathways for Nurses			
Career Pathways	Bands	Levels	Positions
Leadership	H	L5	Principal Nursing Officer
	G	L4	Nursing Services Manager (NSM)
	F	L3	Assistant NSM
Technical	F	T3	Nurse In Charge OR Clinical Nursing Supervisor
	E	T2	Senior Specialist Nurse OR Senior Nurse Practitioner
	E	T2	Specialist Nurse OR Nurse Practitioner
Operations	E	O5	Senior Registered Nurse
	D	O4	General / Registered Nurse
	D	O4	Intern Nurse
	C	O3	Nurse Aide

1.3 Effective Date:

- 1.3.1 This Determination takes effect as of 1<sup>st</sup> December 2024.
- 1.3.2 This Determination supersedes any earlier decision made on the salary of Nurses.

PART 2 – RULES OF APPLICATION OF DETERMINATION FOR NURSES

2.1 Setting the Salary

- 2.1.1 The Commission shall determine the work value for the position of the Officer stated on section 1.2.1 of this Determination in accordance with the Classification Standards and the Salary Structure set out in PART 4 and PART 5, respectively, of this Determination.
- 2.1.2 In determining the work value of the position specified in section 1.2.1, the Commission is expected to exercise prudent business judgement by applying salaries commensurate with the

responsibilities and accountabilities of the office as depicted by the Job Classification Standards set out in PART 4 of this Determination.

- 2.1.3 A person who holds an office specified on Table 5.1 shall be paid the annual salary as is specified for that office on that table.
- 2.1.4 An officer, other than an Intern Nurse, when acting on a position higher than her or his substantive position should be paid the salary for that position until such time she or he is no longer acting.
- 2.1.5 A new person appointed to a vacant or new position shall be paid the minimum annual salary (or base salary) belonging to the Band and pathway Level to which the position has been formally assigned.
- 2.1.6 A Registered specialist Nurse or Nurse Practitioner with a qualification equivalent to or higher than Vanuatu Qualifications Framework Level 7 shall be paid an annual salary of no less than Grade T NS 5.1 - Vt. 1,818,000.

## 2.2 Adjustment to Salary:

- 2.2.1 Subject to Part 2.1 of this Determination, adjustment to salary shall be made in accordance with established performance guidelines and within the ability of the Public Service Commission to pay for the office.
- 2.2.2. A pay increment shall be applied only to a person who has demonstrated, based on established performance standards, an outstanding performance consistently for two (2) consecutive years or more.
- 2.2.3. An increment that is to be applied to grades within a Band shall be subject to a recommendation made by the Head of agency to the Commission for approval and a note of commendation for excellence to the officer.
- 2.2.4 The Commission may promote a Nurse to a position assigned to the Band higher than the officer's current post only, and only if, the officer has met the job requirements contained in the Job Classification Standards relative to that higher Band.
- 2.2.5 The Commission may promote a person specified in section 1.2.1 to a position assigned to the Band higher than the officer's current post, if that officer has met the job requirements contained in the relevant Job Classification Standards, as set out in PART 4, which specify the factor descriptors related to that Band.

## PART 3 – RELATED MATTERS - ALLOWANCES

### 3.1 Take home pay entitlements:

- 3.1.1 An officer, as specified in 1.2.1, other than an Intern Nurse and a Nurse Aid, shall be entitled to (i) a Housing Allowance and (ii) a Child Allowance.

- 3.1.1 The Commission may, in consultation with GRT, implement any additional allowances deemed payable to officers in high level Technical, Operations, and Leadership career pathways.

- 3.1.2 The details on allowances are presented in GRT Determination 33 of 2024 for Allowances

Signed this 17<sup>th</sup> day of December 2024



Saby Natonga  
Chairman



Rosemary Leona  
Member



Nigel T. Malosu  
Member

Effective as of 1<sup>st</sup> December 2024





PART 4 - THE JOB CLASSIFICATION STANDARDS TABLES FOR THE NURSES AS ASSIGNED TO LEVELS OF THE LEADERSHIP, TECHNICAL, AND OPERATIONS CAREER PATHWAYS

GRT Determination 12 of 2024: The Job Classification Standards Tables for the positions of Nurses as assigned to Band F to Band H and the Leadership career pathway Levels L3 to L5.

Table H. L5		The Job Classification Standards Table for the positions of Nurses as assigned to Band H and the Leadership pathway Level L5.			
Band	Grade & Score	Jobwise Pathway Descriptor	Leadership Career Pathway Level L5 Factor Descriptors (Jobs requiring varied degree of supervision of people, power, and oversight of general management functions)		Typical L5 Positions
H	L5 456-520	Team Leader: Team leaders at this level tend to fall into one of the two types: either technical specialists with one or more assigned technical staff, or lower-level specialist with a team of business or technical support staff. Planning, scheduling, and monitoring work and associated budgets.	Education	I. TERTIARY / SPECIALIST Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. VQF 6-7	Principal Nursing Officer
			Experience	H. SPECIALISED EXPERIENCE The job requires extensive specialised experience in a technical, scientific, or professional field, normally gained through relevant professional qualifications together with significant post qualification practical experience; OR Experience of a more general 10-11 years	
			Complexity	C. DEFINED The end results required and policy frameworks are defined but independent thought is necessary to coordinate conflicting demands and optimise efficiency.	
			Scope	D. MANAGERIAL Management or control of a significant operational or functional unit / division, including the planning, directing and controlling of all activities within the unit, or a CEO / Director General of very small organisation.	
			Problem Solving	D. VARIED Problems are varied and the solution requires research through diverse and perhaps contradictory cases. Initiative and judgement is necessary in interpretation. In general, level needs research, required extending between 1 – 3 months.	
			Freedom to Act	D. GENERAL INSTRUCTIONS Work is subject to general instructions only, and specific completion targets are normally specified. Progress reviews are usually undertaken but in most instances assistance by a superior is given only when requested.	
			Impact of Decisions	B. IMPACT Direct impact of a single discretionary decision causes some impact, which can be expressed in vatu terms of hundreds of vatu	
			Interpersonal Skills	D. INFLUENCE / PERSUADE Considerable contact influencing staff either in a management role requiring sound communication skills or in roles	

				requiring well-developed advisory / consultative / facilitation skills.	
			Authority	B. FINANCIAL AUTHORITY (LOW) Authorises minor expenditure from another person's budget	
			People Management	C. Has full supervisory / managerial responsibility for 11–29 staff. This includes allocation of work, accountability for their outputs, quality etc. and appraisal of their performance.	

Table G. L4		The Job Classification Standards Table for the positions of Nurses as assigned to Band G and the Leadership pathway Level L4.			
Band	Grade & Score	Jobwise Pathway Descriptor	Leadership Career Pathway Level L4 Factor Descriptors (Jobs requiring varied degree of supervision of people, power, and oversight of general management functions)		Typical L4 Positions
G	L4 395-455	Supervisor 2: Supervisors at this level tend to be responsible for staff in process-focused or technical support roles. May be responsible for budgets. Emphasis on scheduling, work allocation and monitoring. Responsible for performance reviews and staff training.	Education	I. TERTIARY / SPECIALIST Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. Requires a command of specialised technical or scholastic skills to analyse, evaluate and interpret a wide range of information and resolve both concrete and sometimes abstract problems and issues. Specialised knowledge with depth in more than one area. VQF 6-7	Nursing Services Manager (NSM)
			Experience	G. ADVANCED The job requires experience of a broad nature, above that of a skilled operator / technician. Normally involves an awareness of work activities beyond the immediate job situation and the impact of the job on these activities. Thus, it may be necessary to work in harmony with conflicting and diverse activities and usually involves control of resources and people. (5 – 10 years' relevant experience)	
			Complexity	B. PRACTICAL The application of practical skills or acquired knowledge to undertake well-defined activities, but with the need for individual judgement.	
			Scope	C. INFLUENCING/SUPERVISORY Supervision of others required and / or coordination of resources and process (human / physical / financial), or some degree of influence within the unit.	
			Problem Solving	C. ROUTINE / VARIED Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.	
			Freedom to Act	C. PROCEDURES Work conforms to specified procedures and the results are clearly defined. Work is subject to in-progress review and guidance and assistance are readily available.	
			Impact of Decisions	B. Direct impact of a single discretionary decision causes some impact, which can be expressed in vatu terms of hundreds of vatu. (supervise small team or provides advice)	
			Interpersonal Skills	C. ADVICE/ SUPERVISE (MEDIUM) Discusses and seeks cooperation from people in other areas of the organisation, and / or has some supervisory responsibility.	

			Authority	B. FINANCIAL AUTHORITY (LOW) Authorises minor expenditure from another person’s budget	
			People Management	B. STAFF RESPONSIBILITY (LOW) Has full supervisory / managerial responsibility for up to 10 staff. This includes allocation of work, accountability for their outputs, quality, etc, and appraisal of their performance	

Table F. L3		The Job Classification Standards Table for the positions of Nurses as assigned to Band F and the Leadership pathway Level L3.			
Band	Grade & Score	Jobwise Pathway Descriptor	Leadership Career Pathway Level L3 Factor Descriptors (Jobs requiring varied degree of supervision of people, power, and oversight of general management functions)		Typical L3 Positions
F	L3 335-394	Supervisor 1: Supervisors at this level tend to be responsible for staff in task focused roles. Likely to be responsible for budget. Emphasis on scheduling, work allocation and monitoring. Responsible for performance reviews and staff training.	Education	H. TERTIARY/ DIPLOMA VQF Level 4-6 Requires 4 – 5 years’ secondary schooling and a further full-time course of study for 2 – 3 years in a technical or specialised field, VQF 6	• Assistant NSM
			Experience	F. SKILLED EXPERIENCE The job requires highly relevant experience in a specific area of work, often involving specialised training in order to achieve competence. This is not short-term experience, but significant, long-term experience, predominantly focused on acquiring the job skills. (2-5 years’ experience)	
			Complexity	PRACTICAL (LOW) The application of practical skills or acquired knowledge to undertake well-defined activities, but with the need for individual judgement	
			Scope	C. INFLUENCING/SUPERVISORY Supervision of others required and / or coordination of resources and process (human / physical / financial), or some degree of influence within the unit.	
			Problem Solving	C. ROUTINE/VARIED (MEDIUM) Much of the work is routine but problems require reference to precedent and / or extensive interpretation of detailed instructions	
			Freedom to Act	C. PROCEDURES (MEDIUM) Work conforms to specified procedures and the results are clearly defined. Work is subject to in-progress review and guidance and assistance are readily available	
			Impact of Decisions	B. IMPACT Direct impact of a single discretionary decision causes some impact, which can be expressed in vatu terms of hundreds of vatu	
			Interpersonal Skills	C. ADVICE/ SUPERVISE (MEDIUM) Discusses and seeks cooperation from people in other areas of the organisation, and / or has some supervisory responsibility.	
			Authority	A. No authority to commit routine expenditure or capital expenditure, approve loans or extend credit. At the upper level there may be authority to sign external correspondence.	

			People Management	B. STAFF RESPONSIBILITY (LOW) Has full supervisory / managerial responsibility for up to 10 staff. This includes allocation of work, accountability for their outputs, quality, etc, and appraisal of their performance	
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GRT Determination 12 of 2024: The Job Classification Standards Tables for the positions of the Nurses as assigned to Band E and Band F and the Technical career pathway Levels T2 and T3.

Table F. T3		The Job Classification Standards Table for positions of the Nurses as assigned to Band F and the Technical pathway Level T3			
Band	Grade & Score	Jobwise Pathway Descriptor	Technical Career Pathway Level T3 Factor Descriptors (Technical pathway jobs requires highly specialised skills and qualifications, that is job specific)		Typical T3 Jobs
F	T3 335-394	First Level Specialist:  First level of Technicians specialisation. Problems of moderate scope and complexity requiring analytical and creative input, initiative and judgement. Jobs at this level assess, investigate, analyse and interpret information.	Education	I. TERTIARY / SPECIALIST VQF LEVEL 7 Requires a specialist diploma at under-graduate level or a generic university bachelor’s degree, i.e., no specific discipline, or equivalent level of education. Requires a command of specialised technical or scholastic skills to analyse, evaluate and interpret.	• Nurse In Charge  • Clinical Nursing Supervisor
			Experience	G ADVANCED The job requires experience of a broad nature, above that of a skilled operator / technician. Normally involves an awareness of work activities beyond the immediate job situation and the impact of the job on these activities. (5 – 8 years’ relevant experience)	
			Complexity	B. PRACTICAL The application of Practical skills or acquired knowledge to undertake well-defined activity, but with the need for individual judgement.	
			Scope	B. RELATED Supervision of others required and / or coordination of resources and process (human / physical / financial), or some degree of influence within the unit.	
			Problem Solving	C. ROUTINE / VARIED Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.	
			Freedom to Act	B. INSTRUCTIONS Detailed instructions are given on a range of tasks, but the jobholder has some freedom to determine the order of tasks to be commenced. Work is closely monitored and checked regularly.	
			Impact of Decisions	A. IMPACT Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatu terms of less than VT 7,000. (the cost of the individual’s own time)	
			Interpersonal Skills	B. RELATE (HIGH) Discusses work with employee and communicates information to other people	
			Authority	A0. FINANCIAL AUTHORITY No authority to commit routine expenditure or capital expenditure.	
			People Management	A 1. 0. Controls no staff. At middle and upper levels, there may be a requirement to allocate tasks to others, possibly with limited supervisory responsibility, or with some involvement in training / guiding or project management.	



Table E. T2		The Job Classification Standards Table for positions of the Nurses as assigned to Band E and the Technical pathway Level T2			
Band	Grade & Score	Jobwise Pathway Descriptor	Technical Career Pathway Level T2 Factor Descriptors (Technical pathway jobs requires highly specialised skills and qualifications, that is job specific)		Typical T2 Jobs
E	T2 286-334	<b>Technical / Entry Level Specialist:</b>  Jobs at this level are accountable for results of and processes within portions of work or projects or for providing specialised technical service in their own right. Varied problems requiring judgement and interpretation and perhaps analysis.	Education	<b>I. TERTIARY / SPECIALIST VQF LEVEL 7</b> Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. Requires a command of specialised technical or scholastic skills to analyse, evaluate and interpret a wide range of information and resolve both concrete and sometimes abstract problems and issues.	<ul style="list-style-type: none"><li>• Senior Specialist Nurse</li><li>• Senior Nurse Practitioner</li><li>• Specialist Nurse</li><li>• Nurse Practitioner</li></ul>
			Experience	<b>F. SKILLED</b> The job requires highly relevant experience in a specific area of work, often involving specialised training in order to achieve competence. acquiring the job skills. (2 – 5 years' relevant experience)	
			Complexity	<b>B. PRACTICAL</b> The application of Practical skills or acquired knowledge to undertake well-defined activity, but with the need for individual judgement.	
			Scope	<b>B. RELATED</b> Supervision of others is not required, but close liaison with others is necessary in coordinating specific activities to achieve common objectives.	
			Problem Solving	<b>C. ROUTINE / VARIED</b> Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.	
			Freedom to Act	<b>B. INSTRUCTIONS</b> Detailed instructions are given on a range of tasks, but the jobholder has some freedom to determine the order of tasks to be commenced. Work is closely monitored and checked regularly.	
			Impact of Decisions	<b>A. IMPACT</b> Direct impact of a single discretionary decision causes minor impact, which can be expressed in vat terms of less than VT 7,000. (the cost of the individual's own time)	
			Interpersonal Skills	<b>B. RELATE (HIGH)</b> Discusses work with employee and communicates information to other people.	
			Authority	<b>A0. FINANCIAL AUTHORITY</b> No authority to commit routine expenditure or capital expenditure.	
			People Management	<b>A 1. 0.</b> Controls no staff. At middle and upper levels, there may be a requirement to allocate tasks to others, possibly with limited supervisory responsibility, or with some involvement in training / guiding or project management.	

GRT Determination 12 of 2024: The Job Classification Standards Tables for the positions of the Nurses as assigned to Band C to Band E and the Operations career pathway Levels O3 to O5.

Table E. O5		The Job Classification Standards Table for the positions of Nurses as assigned to Band E and the Operations pathway Level O5			
Band	Grade & Score	Jobwise Pathway Descriptor	Operations Career Pathway O5 Factor Descriptors (Jobs that related mostly to technical roles and trades requiring use of tools, equipment, machine, etc and applications of specialised knowledge and skills to analyse and solve technical problems)		Typical O5 Positions
E	O5 286-334	<b>Technician 1:</b> Specialised technical roles at advanced trades or certificate level accountable for moderately complex tasks with some impact on the work unit or wider organisation. Jobs at this level tend to involve more complex problem-solving, requiring judgment, interpretation and perhaps analysis and research	Education	<b>H. TERTIARY / DIPLOMA</b> Requires 4 – 5 years' secondary schooling and a further full-time course of study for 2 – 3 years in a technical or specialised field; or significant and regular part-time courses of study extending over 5 or more years. VQF 4-6	<ul style="list-style-type: none"><li>• Senior Registered Nurse</li></ul>
			Experience	<b>E. PROFICIENT</b> The job requires adeptness in a skill and experience in a variety of tasks. The skill may be related to specific activities, equipment or general activities that take time to acquire, extending beyond the short term. (typically, 1 – 2 years' related experience)	
			Complexity	<b>B. PRACTICAL</b> The application of practical skills or acquired knowledge to undertake well-defined activities, but with the need for individual judgement.	
			Scope	<b>B. RELATED</b> Supervision of others is not required, but close liaison with others is necessary in coordinating specific activities to achieve common objectives.	
			Problem Solving	<b>C.ROUTINE / VARIED</b> Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.	
			Freedom to Act	<b>C. PROCEDURES</b> Work conforms to specified procedures and the results are clearly defined. Work is subject to in-progress review and guidance and assistance are readily available.	
			Impact of Decisions	<b>A. Impact</b> Single Division Direct impact of a single discretionary decision course minor impact. Manage own budget.	
			Interpersonal Skills	<b>B-Relate</b> Discuss work with employees and communicates information to others.	
			Authority	<b>A.</b> No authority to commit routine expenditure or capital expenditure, approve loans or extend credit. At the upper level there may be authority to sign external correspondence.	
			People Management	<b>A. STAFF RESPONSIBILITY</b> There may be a requirement to allocate tasks to others, possibly with limited supervisory responsibilities. (up to 8 Staff)	

Table D. O4		The Job Classification Standards Table for the positions of the Nurses as assigned to Band D and the Operations pathway Level O4			
Band	Grade & Score	Jobwise Pathway Descriptor	Operations Career Pathway O4 Factor Descriptors (Jobs that related mostly to technical roles and trades requiring use of tools, equipment, machine, etc and applications of specialised knowledge and skills to analyse and solve technical problems)		Typical O4 Positions
D	O4 236-285	Trades 2:  Skilled trades or technical roles with accountability for results of and processes within portions of work or projects. Work under limited supervision performing moderately complex and Varied problems requiring judgement and interpretation.	Education	H. TERTIARY / DIPLOMA Requires 4 – 5 years’ secondary schooling and a further full-time course of study for 2 – 3 years in a technical or specialized field; or significant and regular part-time courses of study extending over 5 or more years. Requires a wide range of specialized technical or scholastic skills to determine solutions -VQF 4-6	<ul style="list-style-type: none"><li>• General/ Registered Nurse</li><li>• Intern Nurse</li></ul>
			Experience	D. SEMI ROUTINE Routine work practices, but experience in dealing with exceptions and special circumstances required. Experience may be related to the specific task or involve wider issues affecting the organization’s operations. Able to be mastered relatively quickly, within a year. (6 – 12 months’ experience)	
			Complexity	B. PRACTICAL The application of practical skills or acquired knowledge to undertake well-defined activities, but with the need for individual judgement.	
			Scope	B. RELATED Supervision of others is not required, but close liaison with others is necessary in coordinating specific activities to achieve common objectives.	
			Problem Solving	C.ROUTINE / VARIED Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.	
			Freedom to Act	C.PROCEDURES Work conforms to specified procedures and the results are clearly defined. Work is subject to in-progress review and guidance and assistance are readily available.	
			Impact of Decisions	IMPACT A 1. Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatu terms of less than VT 7,000. (The cost of the individual’s own time)	
			Interpersonal Skills	B. RELATE Discusses work with employees and communicates information to other people.	
			Authority	A. FINANCIAL AUTHORITY No authority to commit routine expenditure or capital expenditure.	
			People Management	A. STAFF RESPONSIBILITY There may be a requirement to allocate tasks to others, possibly with limited supervisory responsibilities. (up to 8 Staff)	

Table C. O3		The Job Classification Standards Table for the positions of the Nurses as assigned to Band C and the Operations pathway Level O3			
Band	Grade & Score	Jobwise Pathway Descriptor	Operations Career Pathway O3 Factor Descriptors (Jobs that related mostly to technical roles and trades requiring use of tools, equipment, machine, etc and applications of specialised knowledge and skills to analyse and solve technical problems)		Typical O3 Positions
C	O3 191-235	Trades 1: Skilled or semi-skilled roles working more independent on varied range of well-defined tasks requiring a broader understanding of processes, procedures and work routines. May be required to operate machinery requiring proficiency	Education	G. SECONDARY / VOCATIONAL Requires 4 – 5 years' secondary schooling through to achievement of school leaving qualification and / or extended on-the-job training. Requires a range of well-developed skills and some relevant theoretical knowledge to deliver assigned job outcomes with some autonomy, discretion and judgement -VQF 2-4	• Nurse Aid
			Experience	C. ROUTINE Experience Familiarity with standardized work routines which may involve the use of simple equipment and machines. Able to be mastered over several months. (3 – 6 months' experience)	
			Complexity	B. Practical The application of practical skills or acquired knowledge to undertake define activities.	
			Scope	B. Related Supervision of others not required but close liaison with others is necessary in coordinating specific activities to achieve common objectives.	
			Problem Solving	C.ROUTINE / VARIED Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.	
			Freedom to Act	B. Instructions Detailed instruction are given on a range of tasks but the jobholder has some freedom to determine the order of task to be commenced. work is closely monitored and checked.	
			Impact of Decisions	IMPACT A 1. Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatu terms of less than VT 7,000. (The cost of the individual's own time)	
			Interpersonal Skills	B. RELATE Discusses work with employees and communicates information to other people.	
			Authority	A. FINANCIAL AUTHORITY No authority to commit routine expenditure or capital expenditure.	
			People Management	A. STAFF RESPONSIBILITY There may be a requirement to allocate tasks to others, possibly with limited supervisory responsibilities. (up to 8 Staff)	

Signed this 17<sup>th</sup> day of December 2024



Saby Natonga  
Chairman



Rosemary Leona  
Member



Nigel T. Malosu  
Member



REPUBLIC OF VANUATU  
REPUBLICQUE DE VANUATU  
TRIBUNAL DE REMUNERATION  
TRIBUNAL DES TRAITEMENT  
Effective as of 1<sup>st</sup> December 2024





PART 5 - SALARY STRUCTURE FOR ALL POSITIONS OF NURSES

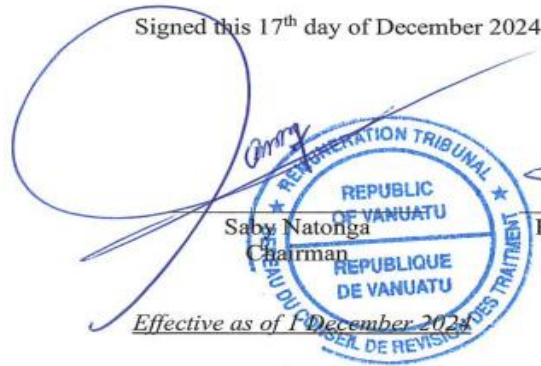

[GRT Determination 12 of 2024: The salary structure for the positions of nurses as assigned to Leadership (Level L3 – Level L5), Technical (Level T2 – Level T3), and Operations (Level O3 – Level O5) career pathways.]


Pursuant to section 13(1) of the Government Remuneration Tribunal Act, the annual salary payable to a Nurse is set out hereunder.

Table 5.1 – Salary Structure payable to a Nurse.

VANUATU GOVERNMENT – GOVERNMENT REMUNERATION TRIBUNAL						
PUBLIC SERVICE COMMISSION						
PERFORMANCE-BASED SALARY STRUCTURE						
NURSE CAREER PATHWAY				ANNUAL SALARY		
				Minimum	Midpoint	Maximum
POSITION	VQF LEVEL	BAND/ LEVEL	GRADE	1	2	3
Principal Nursing Officer	9	H L5	L NS 10	3,350,000	3,397,000	3,453,000
Nursing Services Manager (NSM)	9	G L4	L NS 9	2,893,000	2,949,000	3,005,000
Assistant NSM	8	F L3	L NS 8	2,558,000	2,614,000	2,670,000
Nurse In Charge OR Clinical Nursing Supervisor	8	F T3	T NS 7	2,213,000	2,312,000	2,510,000
Senior Specialist Nurse OR Senior Nurse Practitioner	7	E T2	T NS 6	2,000,000	2,015,000	2,114,000
Specialist Nurse OR Nurse Practitioner	7	E T2	T NS 5	1,818,000	1,917,000	1,930,000
Senior Registered Nurse	6	E O5	O NS 4	1,615,000	1,702,000	1,788,000
General / Registered Nurse	5	D O4	O NS 3	1,420,000	1,480,000	1,550,000
Intern Nurse	5	D O4	O NS 2	1,250,000	1,321,000	1,378,000
Nurse Aide	4	C O3	O NS 1	855,000	1,001,000	1,050,000

Signed this 17<sup>th</sup> day of December 2024

   
Saby Natonga  
Chairman  
Rosemary Leona  
Member



Effective as of 1<sup>st</sup> December 2024

Appendix 8H. GRT Determination 13 of 2024 – The Determination on the Job Classification Standards and the Salary Structure for the positions of Ancillary Care and Support of Government Clinical Sector employed by the Public Service Commission



OFFICE OF THE GOVERNMENT REMUNERATION TRIBUNAL		
GRT DETERMINATION 13 of 2024 Notice No. ... of 2024		
PUBLIC SERVICE COMMISSION		
THE GRT DETERMINATION ON THE JOB CLASSIFICATION STANDARDS AND THE SALARY STRUCTURE FOR THE POSITIONS OF ANCILLARY CARE AND SUPPORT OF THE GOVERNMENT CLINICAL SECTOR EMPLOYED BY THE PUBLIC SERVICE COMMISSION		
This Determination sets out the Job Classification Standards and the salary structure for the positions of Ancillary Care and Support of the Government clinical sector employed by the Public Service Commission. It comprises:		
PART	CONTENTS	PAGE
1	GENERAL	2
2	THE RULES OF APPLICATION OF DETERMINATION FOR ANCILLARY AND SUPPORT STAFF OF CLINICAL SECTOR	2
3	RELATED MATTERS	3
4	THE JOB CLASSIFICATION STANDARDS TABLES FOR THE POSITIONS OF ANCILLARY CARE AND SUPPORT STAFF OF THE GOVERNMENT CLINICAL SECTOR AS ASSIGNED TO THE OPERATIONS CAREER PATHWAYS	4
5	THE SALARY STRUCTURE TABLE FOR THE POSITIONS OF ANCILLARY CARE AND SUPPORT STAFF OF THE GOVERNMENT CLINICAL SECTOR AS ASSIGNED TO THE OPERATIONS CAREER PATHWAY	10
6	THE JOB CLASSIFICATION STANDARDS TABLES FOR THE POSITIONS OF ANCILLARY CARE AND SUPPORT STAFF OF THE GOVERNMENT CLINICAL SECTOR AS ASSIGNED TO THE CUSTOMER AND BUSINESS SUPPORT CAREER PATHWAY	12
7	THE SALARY STRUCTURE TABLE FOR POSITIONS OF THE ANCILLARY CARE AND SUPPORT STAFF OF THE GOVERNMENT CLINICAL SECTOR AS ASSIGNED TO THE CUSTOMER AND BUSINESS SUPPORT CAREER PATHWAY	18

**PART 1 - GENERAL**

**1.1 Authority:**

- 1.1.1** This Determination is issued pursuant to section 13(1) of the Government Remuneration Tribunal Act No. 20 of 1998 [CAP 250].
- 1.1.2** The Tribunal may issue guidance notes from time to time to assist employing bodies in the administration of this Determination.

**1.2 Application:**

- 1.2.1** The Determination applies exclusively to those persons employed by or appointed to positions by the Public Service Commission as Ancillary Care and Support staff of the Government Clinical Sector.
- 1.2.2** This Determination applies to all jobs assigned to the Operations (Levels O1-O6) and the Customer and Business Support (Levels S1-S6) career pathways of SP10 JobWise® Framework.

**1.3 Effective Date:**

- 1.3.1** This Determination takes effect as of 1<sup>st</sup> December 2024.
- 1.3.2** This Determination supersedes any determination or decision made on the salary of employees appointed by the Public Service Commission as Ancillary Care and Support staff of the Government Clinical Sector.

**PART 2 - THE RULES OF APPLICATION OF DETERMINATION FOR THE POSITIONS OF ANCILLARY AND SUPPORT STAFF OF CLINICAL SECTOR**

**2.1 Setting the Salary:**

- 2.1.1** The Employing Body shall determine the work value for the position of the Officer stated on 1.2.1, of this Determination in accordance with the Classification Standards and Salary Structure Tables for those positions in this Determination.
- 2.1.2** In determining the work value and salary of a position, the Commission is expected to exercise prudent business judgement by applying the salaries commensurate with the responsibilities and accountabilities of the office as depicted by the Job Classification Standards in this Determination.
- 2.1.3** An Officer, other than a Probation Officer, when acting on a position higher than her or his substantive position should be paid the salary for that position until such time she or he is no longer acting.

- 2.1.4** A new person appointed to a vacant or new position shall be paid the minimum annual salary (or base salary) belonging to the Band and pathway Level to which the position has been formally assigned.

**PART 3 RELATED MATTERS**

**3.2 Adjustment to Salary:**

- 3.2.1** Pursuant to the Job Classification Standards set out in this Determination, adjustment to salary shall be made in accordance with established performance guidelines and within the ability of the Employing body to retain the person with the necessary qualification and skills.
- 3.2.2.** A pay increment shall be applied only to a person who has demonstrated, based on established performance standards, an outstanding performance consistently for two (2) consecutive years or more.
- 3.2.3** A pay increment to be applied to the pay grades which are below the midpoint within a salary Band shall be subject to the approval of the Head of Agency.
- 3.2.4.** An increment that is to be applied to the grades which are above the midpoint shall be subject to a recommendation made by the Head of Agency to the Commission for approval and a note of commendation for excellence to the officer.
- 3.2.4** The Commission may promote an officer to higher salary Band than the officer's current Band, only if, the officer has met the job requirements contained in the Job Classification Standards Table relative to that higher Band.
- 3.2.6.** Pursuant to paragraph 3.2.4, an officer who is moved from a salary Band to the next Band higher, shall be paid the minimum salary of that new Band.

**3.3 Take home pay entitlements:**

- 3.3.1** An officer, as specified in 1.2.1, other than an Intern, shall be entitled to (i) a Housing Allowance, and (ii) a Child Allowance.
- 3.3.1** The Commission may implement any additional allowances deemed payable to officers in high level Operations and Support career pathways.
- 3.3.2** The details on allowances are presented in GRT Determination 33 of 2024.





**PART 4 THE JOB CLASSIFICATION STANDARDS TABLES FOR THE POSITIONS OF  
ANCILLARY CARE AND SUPPORT STAFF OF THE GOVERNMENT  
CLINICAL SECTOR AS ASSIGNED TO THE OPERATIONS CAREER  
PATHWAYS**

[GRT Determination 13 of 2024: The Job Classification Standards Tables of the positions for Ancillary  
Care and Support (ACS) Staff of Government Clinical Sector as assigned to Band A – Band F and the  
Operations career pathway Level O1 – Level O6.]

Table F. O6		The Job Classification Standards Table of the positions for Ancillary Care and Support Staff of Government Clinical Sector as assigned to Band F and the Operations pathway Level O6 (ACS O6)			
Band	Grade & Score	Jobwise Pathway Descriptor	Operations Career Pathway O6 Factor Descriptors (Jobs that related mostly to technical roles and trades requiring use of tools, equipment, machine, etc and applications of specialised knowledge and skills to analyse and solve technical problems)		Typical ACS O6 Positions
F	O6 335- 394  ACS O6	Technician 2: Specialised Technical roles accountable for complex tasks requiring analytical and creativity input, judgement, element of research. As senior technicians, jobs at this level access, investigate, analyse and interpret information	Education	<b>I. TERTIARY / SPECIALIST</b> Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. Requires a command of specialized technical or scholastic skills to analyse, evaluate and interpret a wide range of information and resolve both concrete and sometimes abstract problems and issues. Specialized knowledge with depth in more than one area.	
			Experience	<b>F. SKILLED</b> The job requires highly relevant experience in a specific area of work, often involving specialised training in order to achieve competence. This is not short-term experience, but significant, longer-term experience, predominantly focused on acquiring the job skills. (2 – 5 years' relevant experience)	
			Complexity	<b>C. DEFINED</b> The end results required and policy frameworks are defined but independent thought is necessary to coordinate conflicting demands and optimise efficiency.	
			Scope	<b>B. Related</b> Supervision of others not required but close liaison with others is necessary in coordinating specific activities.	
			Problem Solving	<b>C. Routine/Varied</b> Much of the work is routine but problems require reference to precedents and /or extensive interpretation of detailed instruction.	
			Freedom to Act	<b>C PROCEDURES</b> Work conforms to specific procedures and the results are clearly defined. Work is subject to in progress review and guidance and assistance are readily available.	
			Impact of Decisions	<b>A. Impact</b> Single Division Direct impact of a single discretionary decision course minor impact. Manage own budget.	
			Interpersonal Skills	<b>B-Relate</b> Discuss work with employees and communicates information to others.	
			Authority	<b>A.</b> No authority to commit routine expenditure or capital expenditure, approve loans or extend credit. At the upper level there may be authority to sign external correspondence.	
			People Management	<b>A.</b> Controls no staff. At middle and upper levels, there may be a requirement to allocate tasks to others, possibly with limited supervisory responsibility, or with some involvement in training / guiding or project management.	

Table E. O5		The Job Classification Standards Table of the positions for Ancillary Care and Support Staff of Government Clinical Sector as assigned to Band E and the Operations pathway Level O5 (ACS O5)			
Band	Grade & Score	Jobwise Pathway Descriptor	Operations Career Pathway O5 Factor Descriptors (Jobs that related mostly to technical roles and trades requiring use of tools, equipment, machine, etc and applications of specialised knowledge and skills to analyse and solve technical problems)		Typical ACS O5 Positions
E	O5 286-334  ACS O5	Technician 1: Specialised technical roles at advanced trades or certificate level accountable for moderately complex tasks with some impact on the work unit or wider organisation. Jobs at this level tend to involve more complex problem- solving, requiring judgment, interpretation and perhaps analysis and research	Education	<b>H. TERTIARY / DIPLOMA</b> Requires 4 – 5 years' secondary schooling and a further full- time course of study for 2 – 3 years in a technical or specialised field; or significant and regular part-time courses of study extending over 5 or more years. -VQF 4-6	Chief Cook  Senior Plumber  Senior Electrician  Senior Blood Bank Technician  Dietician
			Experience	<b>E. PROFICIENT</b> The job requires adeptness in a skill and experience in a variety of tasks. The skill may be related to specific activities, equipment or general activities that take time to acquire, extending beyond the short term. (typically, 1 – 2 years' related experience)	
			Complexity	<b>B. PRACTICAL</b> The application of practical skills or acquired knowledge to undertake well-defined activities, but with the need for individual judgement.	
			Scope	<b>B. RELATED</b> Supervision of others is not required, but close liaison with others is necessary in coordinating specific activities to achieve common objectives.	
			Problem Solving	<b>C.ROUTINE / VARIED</b> Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.	
			Freedom to Act	<b>C. PROCEDURES</b> Work conforms to specified procedures and the results are clearly defined. Work is subject to in- progress review and guidance and assistance are readily available.	
			Impact of Decisions	<b>A. Impact</b> Single Division Direct impact of a single discretionary decision course minor impact. Manage own budget.	
			Interperson al Skills	<b>B-Relate</b> Discuss work with employees and communicates information to others.	
			Authority	<b>A.</b> No authority to commit routine expenditure or capital expenditure, approve loans or extend credit. At the upper level there may be authority to sign external correspondence.	
			People Managemen t	<b>A. STAFF RESPONSIBILITY</b> There may be a requirement to allocate tasks to others, possibly with limited supervisory responsibilities. (up to 8 Staff)	

Table D. O4		The Job Classification Standards Table of the positions for Ancillary Care and Support Staff of Government Clinical Sector as assigned to Band D and the Operations pathway Level O4 (ACS O4)			
Band	Grade & Score	Jobwise Pathway Descriptor	Operations Career Pathway O4 Factor Descriptors (Jobs that related mostly to technical roles and trades requiring use of tools, equipment, machine, etc and applications of specialised knowledge and skills to analyse and solve technical problems)		Typical ACS O4 Positions
D	O4 236-285  ACS O4	Trades 2:  Skilled trades or technical roles with accountability for results of and processes within portions of work or projects. Work under limited supervision performing moderately complex and Varied problems requiring judgement and interpretation.	Education	H. TERTIARY / DIPLOMA Requires 4 – 5 years' secondary schooling and a further full-time course of study for 2 – 3 years in a technical or specialized field; or significant and regular part-time courses of study extending over 5 or more years. Requires a wide range of specialized technical or scholastic skills to determine solutions -VQF 4-6	
			Experience	D. SEMI ROUTINE Routine work practices, but experience in dealing with exceptions and special circumstances required. Experience may be related to the specific task or involve wider issues affecting the organization's operations. Able to be mastered relatively quickly, within a year. (6 – 12 months' experience)	
			Complexity	B. PRACTICAL The application of practical skills or acquired knowledge to undertake well-defined activities, but with the need for individual judgement.	
			Scope	B. RELATED Supervision of others is not required, but close liaison with others is necessary in coordinating specific activities to achieve common objectives.	
			Problem Solving	C.ROUTINE / VARIED Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.	
			Freedom to Act	C.PROCEDURES Work conforms to specified procedures and the results are clearly defined. Work is subject to in-progress review and guidance and assistance are readily available.	
			Impact of Decisions	IMPACT A 1. Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatv terms of less than VT 7,000. (The cost of the individual's own time)	
			Interpersonal Skills	B. RELATE Discusses work with employees and communicates information to other people.	
			Authority	A. FINANCIAL AUTHORITY No authority to commit routine expenditure or capital expenditure.	

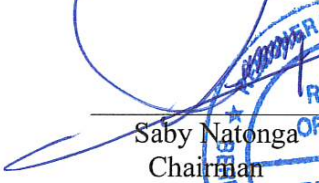
Table C. O3		The Job Classification Standards Table of the positions for Ancillary Care and Support Staff of Government Clinical Sector as assigned to Band C and the Operations pathway Level O3 (ACS O3)			
Band	Grade & Score	Jobwise Pathway Descriptor	Operations Career Pathway O3 Factor Descriptors (Jobs that related mostly to technical roles and trades requiring use of tools, equipment, machine, etc and applications of specialised knowledge and skills to analyse and solve technical problems)		Typical ACS O3 Positions
C	O3 191-235  ACS O3	Trades 1:  Skilled or semi-skilled roles working more independent on varied range of well-defined tasks requiring a broader understanding of processes, procedures and work routines. May be required to operate machinery requiring proficiency	Education	G. SECONDARY / VOCATIONAL Requires 4 – 5 years' secondary schooling through to achievement of school leaving qualification and / or extended on-the-job training. Requires a range of well-developed skills and some relevant theoretical knowledge to deliver assigned job outcomes with some autonomy, discretion and judgement -VQF 2-4	House Keeping Supervisor  Driver Supervisor  Maintenance Supervisor  Kitchen Supervisor  Senior Hospital HIS Officer  Captain  Senior Cook  Dispenser OPD  Carpenter  Dispenser Stores  Senior Driver
			Experience	C. ROUTINE Experience Familiarity with standardized work routines which may involve the use of simple equipment and machines. Able to be mastered over several months. (3 – 6 months' experience)	
			Complexity	B. Practical The application of practical skills or acquired knowledge to undertake define activities.	
			Scope	B. Related Supervision of others not required but close liaison with others is necessary in coordinating specific activities to achieve common objectives.	
			Problem Solving	C.ROUTINE / VARIED Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.	
			Freedom to Act	B. Instructions Detailed instruction are given on a range of tasks but the jobholder has some freedom to determine the order of task to be commenced. work is closely monitored and checked.	
			Impact of Decisions	IMPACT A 1. Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatv terms of less than VT 7,000. (The cost of the individual's own time)	
			Interpersonal Skills	B. RELATE Discusses work with employees and communicates information to other people.	
			Authority	A. FINANCIAL AUTHORITY No authority to commit routine expenditure or capital expenditure.	
			People Management	A. STAFF RESPONSIBILITY There may be a requirement to allocate tasks to others, possibly with limited supervisory responsibilities. (up to 8 Staff)	




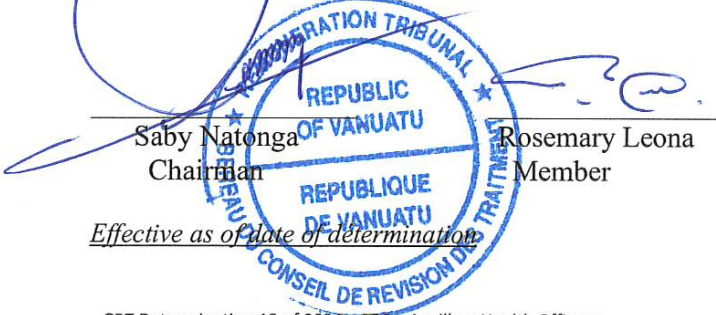
Table B. O2		The Job Classification Standards Table of the positions for Ancillary Care and Support Staff of Government Clinical Sector as assigned to Band B and the Operations pathway Level O2 (ACS O2)			
Band	Grade & Score	Jobwise Pathway Descriptor	Operations Career Pathway O2 Factor Descriptors (Jobs that related mostly to technical roles and trades requiring use of tools, equipment, machine, etc and applications of specialised knowledge and skills to analyse and solve technical problems)		Typical ACS O2 Positions
B	O2 145-190  ACS O2	Manual Labour 2: Unskilled or semi-skilled roles where accountability is limited to achievement of, straight forward day to day tasks under close supervision in routine situations.	Education	B. ELEMENTARY (PRIMARY) Basic schooling with ability to read and write and understand simple written instructions to carry out set and familiar routines as directed.	Laundress
			Experience	B. SIMPLE TASKS Simple tasks which can be adequately learned within a few weeks. Instruction is normally given verbally but basic written procedures maybe provided.	Ambulance Driver
			Complexity	B. PRACTICAL The application of practical skills or acquired knowledge to undertake well-defined activities, but with the need for individual judgement.	Senior Laundress
			Scope	B. RELATED Supervision of others is not required, but close liaison with others is necessary in coordinating specific activities to achieve common objectives.	Supply Officer
			Problem Solving	A. ROUTINE Problems are minor. Some individual judgement is required to interpret rules and instructions.	Supply Officer
			Freedom to Act	B. INSTRUCTIONS Detailed instructions are given on a range of tasks, but the jobholder has some freedom to determine the order of tasks to be commenced. Work is closely monitored and checked regularly.	Assistant Laboratory Technician
			Impact of Decisions	A 1. IMPACT. Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatu terms of less than VT 7,000. (The cost of the individual's own time)	Tailor
			Interpersonal Skills	A. COURTESY Little contact with other staff other than normal pleasantries and basic courtesy.	Dispenser Inpatient
			Authority	A. FINANCIAL AUTHORITY No authority to commit routine expenditure or capital expenditure.	Store Keeper
			People Management	A. STAFF RESPONSIBILITY There may be a requirement to allocate tasks to others, possibly with limited supervisory responsibilities. (up to 8 Staff)	Electrician

Table A. O1		The Job Classification Standards Table of the positions for Ancillary Care and Support Staff of Government Clinical Sector as assigned to Band A and the Operations pathway Level O1 (ACS O1)			
Band	Grade & Score	Jobwise Pathway Descriptor	Operations Career Pathway O1 Factor Descriptors (Jobs that related mostly to technical roles and trades requiring use of tools, equipment, machine, etc and applications of specialised knowledge and skills to analyse and solve technical problems)		Typical ACS O1 Positions
A	O1 177-144  ACS O1	Manual Labour 1: Task focused manual roles where the work is limited to clearly defined and straight forward tasks governed by simple rules and clear or detailed instructions	Education	A. Basic No schooling required, and no clear requirement for reading / writing skills. Limited training in simple manual activities may be required to carry out simple tasks under close direction.	Cleaner
			Experience	A. BASIC Basic tasks requiring no prior experience. Any training can be given on the job in a matter of hours.	Porter
			Complexity	A -Basic Simple and routine tasks specifically defined, easily learnt and requiring minimal independent thought or significant decision making by jobholder.	Laundress
			Scope	A. HIGHLY SPECIFIC Performance of specific tasks and activities that do not involve supervision or close liaison with others.	Handyman
			Problem Solving	A. REPETITIVE Work is simple and repetitive. Problems are minor and are solved by the simple choice of responses or actions already learnt.	Driver
			Freedom to Act	A. CLOSE Work is subject to close supervision. Simple tasks are assigned and all work is checked in detail.	Stock Control Officer
			Impact of Decisions	A. IMPACT Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatu terms of less than VT 7,000. (The cost of the individual's own time)	Dispenser Stores
			Interpersonal Skills	A COURTESY Little contact with other staff other than normal pleasantries and basic courtesy.	Supply Officer
			Authority	A. FINANCIAL AUTHORITY No authority to commit routine expenditure or capital expenditure.	Cooks
			People Management	A. STAFF RESPONSIBILITY There may be a requirement to allocate tasks to others, possibly with limited supervisory responsibilities. (up to 8 Staff)	Groundsman

Signed this 17<sup>th</sup> of December, 2024.

  
Saby Natonga  
Chairman

  
Rosemary Leona  
Member



  
Nigel Malosu  
Member





**PART 5 THE SALARY STRUCTURE TABLE FOR THE POSITIONS OF THE  
ANCILLARY CARE AND SUPPORT STAFF OF THE GOVERNMENT  
CLINICAL SECTOR AS ASSIGNED TO THE OPERATIONS CAREER  
PATHWAYS**

[GRT Determination 13 of 2024: The Salary Structure Table for the positions of the Ancillary Care and Support (ACS) Staff of Government Clinical Sector as assigned to Band A – Band F and the Operations career pathway Level O1 – Level O6.]

GRT Determination 13 of 2024: Table 5.O – Salary Structure			
The Salary Structure for the Ancillary Care and Support Staff of Government Clinical Sector positions as assigned to Band A – Band F and the Operations Career pathway Level O1 – Level O6.			
VANUATU GOVERNMENT - GOVERNMENT REMUNERATION TRIBUNAL			
PERFORMANCE-BASED SALARY STRUCTURE			
Ancillary Care and Support (ACS) Staff of Government Clinical Sector			
Band	Grade	Salary	Range
F	ACS O 6.9	3,000,000	Maximum
	ACS O 6.8	2,914,000	
	ACS O 6.7	2,827,000	
	ACS O 6.6	2,741,000	
	ACS O 6.5	2,654,000	Midpoint
	ACS O 6.4	2,568,000	
	ACS O 6.3	2,481,000	
	ACS O 6.2	2,394,000	
	ACS O 6.1	2,308,000	Minimum
E	ACS O 5.9	2,221,000	Maximum
	ACS O 5.8	2,135,000	
	ACS O 5.7	2,048,000	
	ACS O 5.6	1,961,000	
	ACS O 5.5	1,875,000	Midpoint
	ACS O 5.4	1,788,000	
	ACS O 5.3	1,702,000	
	ACS O 5.2	1,615,000	
	ACS O 5.1	1,528,000	Minimum
	ACS O 4.9	1,435,000	Maximum
	ACS O 4.8	1,421,000	
	ACS O 4.7	1,407,000	
	ACS O 4.6	1,393,000	

D	ACS O 4.5	1,378,000	Midpoint
	ACS O 4.4	1,364,000	
	ACS O 4.3	1,350,000	
	ACS O 4.2	1,336,000	
	ACS O 4.1	1,321,000	Minimum
C			
	ACS O 3.9	1,307,000	Maximum
	ACS O 3.8	1,293,000	
	ACS O 3.7	1,279,000	
	ACS O 3.6	1,265,000	
	ACS O 3.5	1,250,000	Midpoint
	ACS O 3.4	1,236,000	
	ACS O 3.3	1,222,000	
	ACS O 3.2	1,208,000	
	ACS O 3.1	1,193,000	Minimum
B			
	ACS O 2.9	1,179,000	Maximum
	ACS O 2.8	1,165,000	
	ACS O 2.7	1,151,000	
	ACS O 2.6	1,137,000	
	ACS O 2.5	1,122,000	Midpoint
	ACS O 2.4	1,108,000	
	ACS O 2.3	1,094,000	
	ACS O 2.2	1,080,000	
	ACS O 2.1	1,065,000	Minimum
A			
	ACS O 1.9	1,058,000	Maximum
	ACS O 1.8	1,008,000	
	ACS O 1.7	957,000	
	ACS O 1.6	906,000	
	ACS O 1.5	855,000	Midpoint
	ACS O 1.4	805,000	
	ACS O 1.3	754,000	
	ACS O 1.2	703,000	
	ACS O 1.1	652,000	Minimum

Signed this 17<sup>th</sup> day of December 2024.

Saby Natonga  
Chairman

Rosemary Leona  
Member

Nigel Malosu  
Member

Effective as of date of determination





**PART 6 THE JOB CLASSIFICATION STANDARDS TABLES FOR THE ANCILLARY CARE AND SUPPORT STAFF OF THE GOVERNMENT CLINICAL SECTOR AS ASSIGNED TO THE CUSTOMER AND BUSINESS SUPPORT CAREER PATHWAYS**

[GRT Determination 13 of 2024: The Job Classification Standards Table for the positions of the Ancillary Care and Support Staff of Government Clinical Sector as assigned to Band A – Band F and the Customer and Business Support career pathway Level S1 – Level S6.]

Table F. S6		The Job Classification Standards Table of the positions for the Ancillary Care and Support Staff of Government Clinical Sector as assigned to Band F and the Customer and Business Support pathway Level S6 (ACS S6)			
Band	Grade & Score	Jobwise Pathway Descriptor	Customer & Business Support Career Pathway Level S6 Factor Descriptors (Jobs that are client facing and most of the tasks relate to varied degree of administrative functions.)		Typical ACS S6 Jobs
F	S6 335-394	<b>Senior Specialised Business Support:</b>  Accountability for a specialised area of admin or customer support, involving conflicting and diverse activities requiring high level of individual judgement. Problems of moderate scope and complexity requiring analytical and creative input, Initiative and judgement.	Education	<b>J. TERTIARY / PROFESSIONAL</b> Requires applied knowledge and understanding of the theoretical knowledge base in a specialised field or equivalent level of management. One or more academic degrees in a specific discipline is essential to perform complex assignments and formulate appropriate responses to resolve both concrete and abstract problems requiring analytical, specialist technical and creative input. -VQF 8-9	Asset Manager  Human Resource Manager  Senior Registrar Prosthodontics
			Experience	<b>G. ADVANCED</b> The job requires experience of a broad nature, above that of a skilled operator / technician. Normally involves an awareness of work activities beyond the immediate job situation and the impact of the job on these activities. Thus, it may be necessary to work in harmony with conflicting and diverse activities and usually involves control of resources and people. (5 – 10 years' relevant experience)	
			Complexity	<b>D. INVOLVED</b> While the end results are generally defined, the means of achieving them are unspecified. Continuous balancing of conflicting demands from diverse sources is required and a high level of unpredictability and variability.	
			scope	<b>C. INFLUENCING / SUPERVISORY</b> Supervision of others required and / or coordination of resources and processes (human /physical / financial), or a high degree of influence across the organization, in order to achieve significant outcomes.	
			Problem solving	<b>E. COMPLEX</b> Problems contain unusual and unexpected elements which have not been previously encountered. Extensive research may be required, possibly extending up to 9 – 12 months. Corporate policies and in-house expertise will not provide a complete answer to the problem.	
			Freedom to act	<b>E. GUIDANCE</b> The jobholder is expected to work with a large degree of independence within the organisation's plans, policies and reporting requirements. Overall guidelines and objectives are discussed initially, and progress is reviewed intermittently and informally.	
			Impact of Decisions	<b>IMPACT B.</b> Direct impact of a single discretionary decision causes some impact, which can be expressed in vatu terms of hundreds of vatu. (supervise small team or provides advice)	
			Interpersonal skills	<b>D. INFLUENCE / PERSUADE</b> Considerable contact influencing staff either in a management role requiring sound communication skills or in roles requiring well-developed advisory / consultative / facilitation skills.	
			Authority	A. No authority to commit routine expenditure or capital expenditure, approve loans or extend credit. At the upper level there may be authority to sign external correspondence.	
			People Management	A. Controls no staff. At middle and upper levels, there may be a requirement to allocate tasks to others, possibly with limited supervisory responsibility, or with some involvement in training / guiding or project management.	

Table E. S5		The Job Classification Standards Table of the positions for the Ancillary Care and Support Staff of Government Clinical Sector as assigned to Band E and the Customer and Business Support pathway Level S5 (ACS S5)			
Band	Grade & Score	Jobwise Pathway Descriptor	Customer & Business Support Career Pathway Level S5 Factor Descriptors (Jobs that are client facing and most of the tasks relate to varied degree of administrative functions.)		Typical ACS S5 Jobs
E	S5 286-334	<b>Specialised Admin/Customer Focus</b>  Jobs at this level tend to be more self-directed. Accountability for a specialised area of administration for the organisation with measurable impact. Varied problems of moderate complexity, requiring judgement and interpretation and perhaps analysis and research	Education	<b>I. TERTIARY / SPECIALIST</b> Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. Requires a command of specialised technical or scholastic skills to analyse, evaluate and interpret. -VQF 6 & 7	Principal HR Management  Coordinator Nutrition and Dietetics  Coordinator – Tuberculosis and Leprosy  Public Health Manager  Senior Surveillance Officer  Provincial Health Administrator  Senior Assets & Inventory Officer  Senior Emergency & Disaster Response Officer  Senior M&E Officer  Reproductive Health Supervisor  Coordinator Mental Health  Coordinator Non-Communicable Diseases
			Experience	<b>E. PROFICIENT</b> The job requires adeptness in a skill and experience in a variety of tasks. The skill may be related to specific activities, equipment or general activities that take time to acquire, extending beyond the short term. (typically, 1 – 2 years' related experience)	
			Complexity	<b>C. DEFINED</b> The end results required and policy frameworks are defined but independent thought is necessary to coordinate conflicting demands and optimise efficiency.	
			Scope	<b>C. INFLUENCING / SUPERVISORY</b> Supervision of others required and / or coordination of resources and processes (human /physical / financial), or a high degree of influence across the organization, in order to achieve significant outcomes.	
			Problem Solving	<b>D. VARIED</b> Problems are varied and the solution requires research through diverse and perhaps contradictory cases. Initiative and judgement is necessary in interpretation. In general, many of these problems extend far beyond the need for short term solutions, with the research required extending between 1 – 3 months.	
			Freedom to Act	<b>D. GENERAL INSTRUCTIONS</b> Work is subject to general instructions only, and specific completion targets are normally specified. Progress reviews are usually undertaken but in most instances assistance by a superior is given only when requested.	
			Impact of Decisions	<b>IMPACT B.</b> Direct impact of a single discretionary decision causes some impact, which can be expressed in vatu terms of hundreds of vatu. (supervise small team or provides advice)	
			Interpersonal Skills	<b>C. ADVISE / SUPERVISE</b> Discusses and seeks cooperation from people in other areas of the organisation, and / or has some supervisory responsibility.	
			Authority	<b>Financial Authority B.</b> Authorises minor expenditure from another person's budget. (i.e. not accountable for an expenditure budget)	
			People Management	<b>A. STAFF RESPONSIBILITY</b> There may be a requirement to allocate tasks to others, possibly with limited supervisory responsibilities. (up to 8 Staff)	



Table D. S4		The Job Classification Standards Table of the positions for the Ancillary Care and Support Staff of Government Clinical Sector as assigned to Band D and the Customer and Business Support pathway Level S4 (ACS S4)			
Band	Grade & Score	Jobwise Pathway Descriptor	Customer & Business Support Career Pathway Level S4 Factor Descriptors (Jobs that are client facing and most of the tasks relate to varied degree of administrative functions.)		Typical ACS S4 Jobs
D	S4 236-285  ACS S4	<b>Technical Admin/ Customer Focus</b>  Technical administrative roles with accountability for results of and processes within portions of work or projects. Varied problems requiring judgement and interpretation within recognized patterns	Education	<b>H. TERTIARY / DIPLOMA</b> Requires 4 – 5 years’ secondary schooling and a further full-time course of study for 2 – 3 years in a technical or specialized field; or significant and regular part-time courses of study extending over 5 or more years. Requires a wide range of specialized technical or scholastic skills to determine solutions -VQF 4-6	Compliance Officer  Health Planner  Finance Officer  Senior Finance Officer
			Experience	<b>E. PROFICIENT</b> The job requires adeptness in a skill and experience in a variety of tasks. The skill may be related to specific activities, equipment or general activities that take time to acquire, extending beyond the short term. (typically, 1 – 2 years’ related experience)	Desktop Support Officer  Field Officer  Malaria Supervisor
			Complexity	<b>C.DEFINED</b> The end results required and policy frameworks are defined but independent thought is necessary to coordinate conflicting demands and optimize efficiency.	Graphic Artist  Public Health Surveillance Officer
			Scope	<b>B. RELATED</b> Supervision of others is not required, but close liaison with others is necessary in coordinating specific activities to achieve common objectives.	Cold Chain Officer  Primary Health Care Officer
			Problem Solving	<b>C.ROUTINE / VARIED</b> Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.	Mother and Child Health Officer Monitoring and Evaluation Officer
			Freedom to Act	<b>C.PROCEDURES</b> Work conforms to specified procedures and the results are clearly defined. Work is subject to in-progress review and guidance and assistance are readily available.	
			Impact of Decisions	<b>IMPACT</b> A 1. Direct impact of a single discretionary decision causes minor impact, which can be expressed in vat terms of less than VT 7,000. (The cost of the individual’s own time)	
			Interpersonal Skills	<b>B. RELATE</b> Discusses work with employees and communicates information to other people.	
			Authority	<b>A. FINANCIAL AUTHORITY</b> No authority to commit routine expenditure or capital expenditure.	
			People Management	<b>A. STAFF RESPONSIBILITY</b> There may be a requirement to allocate tasks to others, possibly with limited supervisory responsibilities. (up to 8 Staff)	

Table C. S3		The Job Classification Standards Table of the positions for the Ancillary Care and Support Staff of Government Clinical Sector as assigned to Band C and the Customer and Business Support pathway Level S3 (ACS S3)			
Band	Grade & Score	Jobwise Pathway Descriptor	Customer & Business Support Career Pathway Level S3 Factor Descriptors (Jobs that are client facing and most of the tasks relate to varied degree of administrative functions.)		Typical ACS S3 Jobs
C	S3 191-235  ACS S3	<b>Administration/ Customer Support:</b>  Process focused administrative or support roles with accountability for own day to day tasks requiring knowledge of procedures and processes within a work area. This level may also include customer facing roles with varied transactions, explaining, resolving enquiries.	Education	<b>G. SECONDARY / VOCATIONAL</b> Requires 4 – 5 years’ secondary schooling through to achievement of school leaving qualification and / or extended on-the-job training. Requires a range of well-developed skills and some relevant theoretical knowledge to deliver assigned job outcomes with some autonomy, discretion and judgement VQF 2-4	Dispenser Inpatient  Microscopist  Accounts Clerk  Supply and Clearance Officer
			Experience	<b>C. ROUTINE</b> Familiarity with standardised work routines which may involve the use of simple equipment and machines. Able to be mastered over several months. (3 – 6 months’ experience)	Executive Secretary  Finance Officer
			Complexity	<b>C.DEFINED</b> The end results required and policy frameworks are defined but independent thought is necessary to coordinate conflicting demands and optimise efficiency.	Filing Clerk  Librarian
			Scope	<b>B. RELATED</b> Supervision of others is not required, but close liaison with others is necessary in coordinating specific activities to achieve common objectives.	HR Officer  Assistant HR Officer
			Problem Solving	<b>C.ROUTINE / VARIED</b> Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.	Administration and Support Officer  HIS Data Coordinator Officer
			Freedom to Act	<b>C.PROCEDURES</b> Work conforms to specified procedures and the results are clearly defined. Work is subject to in-progress review and guidance and assistance are readily available.	
			Impact of Decisions	<b>IMPACT</b> A 1. Direct impact of a single discretionary decision causes minor impact, which can be expressed in vat terms of less than VT 7,000. (The cost of the individual’s own time)	
			Interpersonal Skills	<b>B. RELATE</b> Discusses work with employees and communicates information to other people.	
			Authority	<b>A. FINANCIAL AUTHORITY</b> No authority to commit routine expenditure or capital expenditure.	
			People Management	<b>A. STAFF RESPONSIBILITY</b> There may be a requirement to allocate tasks to others, possibly with limited supervisory responsibilities. (up to 8 Staff)	



Table B. S2		The Job Classification Standards Table of the positions for the Ancillary Care and Support Staff of Government Clinical Sector as assigned to Band B and the Customer and Business Support pathway Level S2 (ACS S2)			
Band	Grade & Score	Jobwise Pathway Descriptor	Customer & Business Support Career Pathway Level S2 Factor Descriptors (Jobs that are client facing and most of the tasks relate to varied degree of administrative functions.)		Typical ACS S2 Jobs
B	S2 145-190  ACS S2	<b>Office Support:</b>  These are likely to be clerical or semi-skilled positions in support roles where accountability is limited to achievement of own day – to – day tasks, set and monitored by others. May also include customer facing roles, routine tasks.	Education	<b>E. BASIC OCCUPATIONAL</b> Requires 2 – 3 years’ secondary schooling plus a course of basic occupational skills, mostly learnt on the job. Utilises a narrow range of knowledge and cognitive skills, such as the basic use of computers, to perform a range of repetitive and familiar tasks under supervision. VQF 1	Receptionist
			Experience	<b>C. ROUTINE</b> Familiarity with standardised work routines which may involve the use of simple equipment and machines. Able to be mastered over several months. (3 – 6 months’ experience)	Clerk
			Complexity	<b>A. PRACTICAL</b> The application of practical skills or acquired knowledge to undertake well-defined activities, but with the need for individual judgement.	Cashier
			Scope	<b>B. RELATED</b> Supervision of others is not required, but close liaison with others is necessary in coordinating specific activities to achieve common objectives	Provincial HIS Officer
			Problem Solving	<b>C. ROUTINE</b> Problems are minor. Some individual judgement is required to interpret rules and instructions.	Secretary
			Freedom to Act	<b>B. INSTRUCTIONS</b> Detailed instructions are given on a range of tasks, but the jobholder has some freedom to determine the order of tasks to be commenced. Work is closely monitored and checked regularly.	Senior Clerk
			Impact of Decisions	<b>IMPACT</b> A 1. Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatu terms of less than VT 7,000. (The cost of the individual’s own time)	Hospital HIS Officer
			Interpersonal Skills	<b>B. RELATE</b> Discusses work with employees and communicates information to other people.	Dental Clerk
			Authority	<b>A. FINANCIAL AUTHORITY</b> No authority to commit routine expenditure or capital expenditure.	Senior OPD Clerk
			People Management	<b>A. STAFF RESPONSIBILITY</b> There may be a requirement to allocate tasks to others, possibly with limited supervisory responsibilities. (up to 8 Staff)	

Table A. S1		The Job Classification Standards Table of the positions for the Ancillary Care and Support Staff of Government Clinical Sector as assigned to Band A and the Customer and Business Support pathway Level S1 (ACS S1)			
Band	Grade & Score	Jobwise Pathway Descriptor	Customer & Business Support Career Pathway Level S1 Factor Descriptors (Jobs that are client facing and most of the tasks relate to varied degree of administrative functions.)		Typical ACS S1 Jobs
A	S1 177-144  ACS S1	<b>Task Support:</b>  Task focused support roles where the work is limited to clearly defined tasks governed by simple rules and clear or detailed instructions	Education	<b>B. ELEMENTARY (PRIMARY)</b> Basic schooling with ability to read and write and understand simple written instructions to carry out set and familiar routines as directed.	Filing Clerk  Environmental Health Officer
			Experience	<b>B. SIMPLE TASKS</b> Simple tasks which can be adequately learned within a few weeks. Instruction is normally given verbally but basic written procedures may be provided.	
			Complexity	<b>A. BASIC</b> Simple and routine tasks specifically defined, easily learnt and requiring minimal independent thought or significant decision making by jobholder	
			Scope	<b>A. HIGHLY SPECIFIC</b> Performance of specific tasks and activities that do not involve supervision or close liaison with others.	
			Problem Solving	<b>A. REPETITIVE</b> Work is simple and repetitive. Problems are minor and are solved by the simple choice of responses or actions already learnt.	
			Freedom to Act	<b>A. CLOSE</b> Work is subject to close supervision. Simple tasks are assigned and all work is checked in detail.	
			Impact of Decisions	<b>C. IMPACT</b> Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatu terms of less than VT 7,000. (The cost of the individual’s own time)	
			Interpersonal Skills	<b>A COURTESY</b> Little contact with other staff other than normal pleasantries and basic courtesy.	
			Authority	<b>A. FINANCIAL AUTHORITY</b> No authority to commit routine expenditure or capital expenditure.	
			People Management	<b>A. STAFF RESPONSIBILITY</b> There may be a requirement to allocate tasks to others, possibly with limited supervisory responsibilities. (up to 8 Staff)	

Signed this 17<sup>th</sup> of December, 2024.

Saby Natonga  
Chairman

Rosemary Leona  
Member

Nigel Malosu  
Member

Effective as of date of determination.





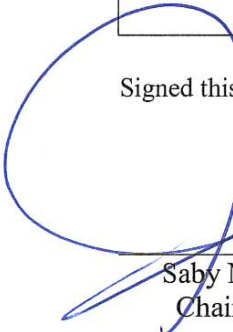
**PART 7 THE SALARY STRUCTURES TABLE FOR THE ANCILLARY CARE AND  
SUPPORT STAFF OF THE GOVERNMENT CLINICAL SECTOR AS ASSIGNED  
TO THE CUSTOMER AND BUSINESS SUPPORT CAREER PATHWAY.**

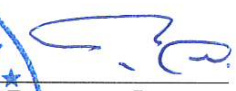
[GRT Determination 13 of 2024: The Salary Structure Table for the positions of the Ancillary Care and Support Staff of Government Clinical Sector as assigned to Band A – Band F and the Customer and Business Support career pathway Level S1 – Level S6.]


GRT Determination 13 of 2024: Table 7.S – Salary Structure			
The Salary Structure for the Ancillary Care and Support Staff (ACS) of Government Clinical Sector positions as assigned to Band A – Band F and the Customer Business Support Career pathway Level S1 – Level S6.			
VANUATU GOVERNMENT - GOVERNMENT REMUNERATION TRIBUNAL			
PERFORMANCE-BASED SALARY STRUCTURE			
Ancillary Care and Support Staff of Government Clinical Sector.			
Band	Grade	Salary	Range
F	ACS S 6.9	3,100,000	Maximum
	ACS S 6.8	3,035,000	
	ACS S 6.7	2,970,000	
	ACS S 6.6	2,904,000	
	ACS S 6.5	2,839,000	Midpoint
	ACS S 6.4	2,774,000	
	ACS S 6.3	2,708,000	
	ACS S 6.2	2,643,000	
	ACS S 6.1	2,577,000	Minimum
E	ACS S 5.9	2,512,000	Maximum
	ACS S 5.8	2,447,000	
	ACS S 5.7	2,381,000	
	ACS S 5.6	2,316,000	
	ACS S 5.5	2,250,000	Midpoint
	ACS S 5.4	2,185,000	
	ACS S 5.3	2,120,000	
	ACS S 5.2	2,054,000	
	ACS S 5.1	1,989,000	Minimum
	ACS S 4.9	1,924,000	Maximum
	ACS S 4.8	1,858,000	
	ACS S 4.7	1,793,000	
	ACS S 4.6	1,727,000	

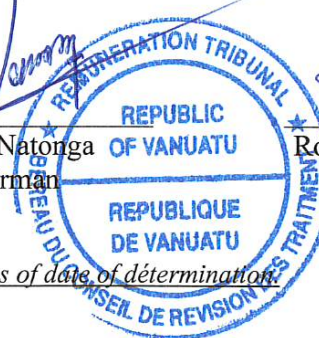
D	ACS S 4.5	1,662,000	Midpoint
	ACS S 4.4	1,597,000	
	ACS S 4.3	1,531,000	
	ACS S 4.2	1,466,000	
	ACS S 4.1	1,400,000	Minimum
C	ACS S 3.9	1,380,000	Maximum
	ACS S 3.8	1,359,000	
	ACS S 3.7	1,338,000	
	ACS S 3.6	1,316,000	
	ACS S 3.5	1,295,000	Mid-point
	ACS S 3.4	1,273,000	
	ACS S 3.3	1,252,000	
	ACS S 3.2	1,230,000	
	ACS S 3.1	1,209,000	Minimum
B	ACS S 2.9	1,187,000	Maximum
	ACS S 2.8	1,166,000	
	ACS S 2.7	1,144,000	
	ACS S 2.6	1,123,000	
	ACS S 2.5	1,101,000	Mid-point
	ACS S 2.4	1,080,000	
	ACS S 2.3	1,058,000	
	ACS S 2.2	1,037,000	
	ACS S 2.1	1,015,000	Minimum
A	ACS S 1.9	1,002,000	Maximum
	ACS S 1.8	958,000	
	ACS S 1.7	914,000	
	ACS S 1.6	871,000	
	ACS S 1.5	827,000	Midpoint
	ACS S 1.4	783,000	
	ACS S 1.3	740,000	
	ACS S 1.2	696,000	
	ACS S 1.1	652,000	Minimum

Signed this 17<sup>th</sup> of December, 2024.

  
Saby Natonga  
Chairman

  
Rosemary Leona  
Member

  
Nigel Malosu  
Member



Effective as of date of determination



Appendix 8G: GRT Determination 21 of 2024 – Determination on Job Classification Standards and Salary Structure for the positions of a Secretary General and an Assistant Secretary General of a Provincial Council, and of a Town Clerk and a Deputy Town Clerk of a Municipal Council.

GOVERNMENT OF THE  
REPUPLIC OF VANUATU  
OFFICE OF THE GOVERNMENT  
REMUNERATION TRIBUNAL  
PMB 9094 Port Vila, Vanuatu  
Tel: (678) 23625 Fax: 263181



GOVERNEMENT DE LA  
RÉPUPLIQUE DE VANUATU  
BUREAU DE CONSEIL DE RÉVISION DES  
TRAITEMENTS  
SPR 9094 Port-Vila, Vanuatu  
Tél: (678) 23625 Télécopie: 263181

OFFICE OF THE GOVERNMENT REMUNERATION TRIBUNAL		
GRT DETERMINATION 21 of 2024 NOTICE No. .... OF 2024		
PUBLIC SERVICE COMMISSION AND PUBLIC SECTOR		
GRT DETERMINATION ON JOB CLASSIFICATION STANDARDS AND SALARY STRUCTURE FOR THE POSITION OF A SECRETARY GENERAL AND AN ASSISTANT SECRETARY GENERAL OF A PROVINCIAL COUNCIL, AND OF A TOWN CLERK AND DEPUTY CLERK OF A MUNICIPAL COUNCIL.		
This Determination sets out the Job Classification Standard and the Salary Structure for the positions of persons appointed as Secretary Generals, under section 18E (1) & (2) for the Decentralization Act [CAP 230] and Town Clerk, under section 19(1) & (2) of the Municipality Act. It comprises		
PART	CONTENT	PAGE
1	GENERAL	2
2	JOB CLASSIFICATION STANDARDS AND SALARY STRUCTURE	2
3	RELATED MATTERS	2
4	JOB CLASSIFICATION STANDARDS AND SALARY STRUCTURE TABLES FOR THE POSITIONS OF SECRETARY GENERALS AND ASSISTANTS, AND TOWN CLERKS AND DEPUTIES	4
	TABLE 4.1 JOB CLASSIFICATION STANDARDS	4
	TABLE 4.2 SALARY STRUCTURE	8

PART 1. GENERAL

1.1 Authority:

1.1.1 This Determination is issued pursuant to section 13(1) of the Government Remuneration Tribunal Act No. 20 of 1998 [CAP 250].

1.1.2 The Tribunal may issue guidance notes from time to time to assist the Employing bodies in the administration of this Determination.

1.2 Application:

1.2.1 The Determination applies to persons appointed as Secretary Generals, under section 18 of the Decentralization Act [CAP 230].

1.2.2 The Determination applies to persons appointed as Town Clerks, under section 19 of the Municipality Act [CAP 126].

1.2.3 This Determination applies to positions assigned to Leadership career pathway Levels L5 – L7 of SP10 Jobwise® Framework.

1.3 Effective date:

1.3.1 The Determination takes effect as of 1<sup>st</sup> December 2024.  
1.3.2 The Determination supersedes and revokes any determination or decision relating to any form of salary payable to a Secretary General and a Town Clerk.

PART 2. JOB CLASSIFICATION STANDARDS AND SALARY STRUCTURE

2.1 **Job Classification Standards:** The Job Classification Standards for position of a Secretary General and Assistant, and a Town Clerk and Deputy is set out on Table 4.1 to this Determination.

2.2 **Salary Structure:** The Salary Structure for the position of a Secretary General and Assistant, and a Town Clerk and Deputy is as set out on Table 4.2 to this Determination.

PART 3. RELATED MATTERS

3.1 Setting the Salary

3.1.1 The Employing Body shall determine the work value for the position stated on 1.2 of this Determination in accordance with the Classification standards set out on Table 4.1 and the salary structure set out on Table 4.2 to this Determination.

3.1.2 In determining the work value of a Secretary General or Town Clerk, subject to Part 2, the Employing Body is expected to exercise prudent business judgement commensurate with the responsibilities and accountabilities of the office.

3.1.3 The maximum salary for positions stated in this determination is set out below:

Position	Maximum Annual Salary
Secretary General	4,738,000
Town Clerk	4,570,000
Assistant Secretary General	4,380,000
Deputy Town Clerk	4,380,000



3.2 Adjustment to Salary:

- 3.2.1 Subject to Part 2 of this Determination, adjustment to salary shall be made in accordance with established performance guidelines and within the ability of the Employing body to retain the person with the necessary qualification and skills.

3.3 Acting:

- 3.3.1 An Officer, other than a Probation Officer, when acting on a position higher than her or his substantive position should be paid the salary for that position until such time she or he is no longer acting.

3.4 Take home pay entitlements:

- 3.4.1 Effective as from the date of this Determination, person paid according to this determination may be entitled a take home pay entitlement, stated under GRT Determination 33 of 2024.

- 3.4.2 Any other form of take-home pay entitlements other than that which is stated under 3.4. will no longer be paid: Family or Spouse allowance, Cost of Living allowance, Entertainment allowance, Fuel allowance, and Telephone allowance.

Signed this 17<sup>th</sup> day of December, 2024.

  
Saby Natonga  
Chairman

  
REPUBLIC OF VANUATU  
REPUBLICQUE DE VANUATU  
BUREAU DU CONSEIL DE REVISION DES TRAITEMENTS

  
Rosemary Leona  
Member

  
Nigel T. Malosu  
Member

Effective as of 1st December 2024



GRT Determination 21 of 2024

PART 4 – JOB CLASSIFICATION STANDARDS AND SALARY STRUCTURE TABLES  
FOR THE POSITIONS OF SECRETARY GENERALS AND ASSISTANTS, AND  
TOWN CLERKS, AND DEPUTIES

Tables 4.1 – Job Classification Standards Tables for the positions of Secretary Generals and  
Assistants, and Town Clerks and Deputies

Table J. L7		The Job Classification Standards Table for the positions of Secretary General and Town Clerk as assigned to Band J and Leadership pathway Level L7.			
Band	Grade & Score	Jobwise Pathway Descriptor	Leadership Career Pathway Level 7 Factor Descriptors (Jobs requiring varied degree of leadership, supervision of people, power, and oversight of general management functions)		Typical L7 Positions
J	L7 592-675	<b>Section Leader:</b>  Responsible for managing a section part of a division/ department, where effective utilization of staff is important and impact on stakeholder satisfaction is significant. Staff will include technical specialists and programme/ Project roles, managed directly or through team leaders	Education	<b>I. TERTIARY / SPECIALIST</b> Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. -VQF 6-7	Secretary General  Town Clerk
			Experience	<b>H. SPECIALISED EXPERIENCE</b> The job requires extensive specialised experience in a technical, scientific, or professional field, normally gained through relevant professional qualifications together with significant post qualification practical experience; OR Experience of a more general 14-15 years	Deputy Director  Deputy CIO
			Complexity	<b>C. DEFINED</b> The end results required and policy frameworks are defined but independent thought is necessary to coordinate conflicting demands and optimize efficiency.	Secretary, Law Commission  Deputy Commissioner of Labour
			Scope	<b>D. MANAGERIAL</b> Management or control of a significant operational or functional unit / division, including the planning, directing and controlling of all activities within the unit, or a CEO / Director General of very small organisation.	National Security Advisor, VNSC
			Problem Solving	<b>D. VARIED</b> Problems are varied and the solution requires research though diverse and perhaps contradictory ceases. Initiative and judgement is necessary in interpretation. In general, many of these problems extend far beyond the need for short term solutions, with the research required extending between 1-3 months.	Secretary General, Citizenship



			<b>Freedom to Act</b>	<b>D. GENERAL INSTRUCTIONS</b> Work is subject to general instructions only, and specific completion targets are normally specified. Progress reviews are usually undertaken but in most instances assistance by a superior is given only when requested.	
			<b>Impact of Decisions</b>	<b>C. Impact Direct</b> Impact of a single discretionary decision causes significant impact, which can be expressed in vatu terms of thousands of vatu.	
			<b>Interpersonal Skills</b>	<b>D. INFLUENCE / PERSUADE</b> Considerable contact influencing staff either in a management role requiring sound communication skills or in roles requiring well-developed advisory /consultative / facilitation skills.	
			<b>Authority</b>	<b>B. Financial Authority.</b> Authorises minor expenditure from another person's budget.	
			<b>People Management</b>	<b>C. 1</b> Has full supervisory / managerial responsibility for 11–29 staff. This includes allocation of work, accountability for their outputs, quality etc. and appraisal of their performance.	

Table I. L6		The Job Classification Standards Table for the positions of Secretary General and Town Clerk as assigned to Band I and Leadership pathway Level L6.			
Band	Grade & Score	Jobwise Pathway Descriptor	Leadership Career Pathway Level L6 Factor Descriptors (Jobs requiring varied degree of supervision of people, power, and oversight of general management functions)		Typical L6 Positions
<b>I</b>	<b>L6</b> 521-591	<b>Team Manager:</b> Manages staff assigned to specified administrative, operational, or technical roles who work independently as technical specialists. Ensures decisions of management are articulated and implemented. Manages and monitors work and associated budgets.	<b>Education</b>	<b>I. TERTIARY / SPECIALIST</b> Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. -VQF 6-7	Assistant Secretary General
			<b>Experience</b>	<b>H. SPECIALISED EXPERIENCE</b> The job requires extensive specialised experience in a technical, scientific, or professional field, normally gained through relevant professional qualifications together with significant post qualification practical experience; OR Experience of a more general. 12-13years	Manager – Rates & Taxes
			<b>Complexity</b>	<b>B. PRACTICAL</b> The application of practical skills or acquired knowledge to undertake well-defined activities, but with the need for individual judgement.	Manager – Budget
			<b>Scope</b>	<b>D. MANAGERIAL</b> Management or control of a significant operational or functional unit / division, including the planning, directing and controlling of all activities within the unit, or a CEO / Director General of very small organisation.	Head-Monitoring and Evaluation Unit
			<b>Problem Solving</b>	<b>C. ROUTINE / VARIED</b> Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.	Head – Policy and Planning Unit
					Head – Aid

			<b>Freedom to Act</b>	<b>C. PROCEDURES</b> Work conforms to specified procedures and the results are clearly defined. Work is subject to in-progress review and guidance and assistance are readily available.	Coordination Unit
			<b>Impact of Decisions</b>	<b>B. 1 IMPACT</b> Direct impact of a single discretionary decision causes some impact, which can be expressed in vatu terms of hundreds of vatu	Financial Controller
			<b>Interpersonal Skills</b>	<b>C. ADVISE / SUPERVISE</b> Discusses and seeks cooperation from people in other areas of the organisation, and / or has some supervisory responsibility.	Manager – Customs
			<b>Authority</b>	<b>B Financial Authority.</b> Authorises minor expenditure from another person's budget.	Manager-FMIS
			<b>People Management</b>	<b>B.</b> Has full supervisory / managerial responsibility for up to 10 staff. This includes allocation of work, accountability for their outputs, quality etc. and appraisal of their performance	Manager-Customs Revenue
					Manager – ICT Policy

Table H. L5		The Job Classification Standards Table for the positions of Secretary General and Town Clerk as assigned to Band H and Leadership pathway Level L5.			
Band	Grade & Score	Jobwise Pathway Descriptor	Leadership Career Pathway Level L5 Factor Descriptors (Jobs requiring varied degree of supervision of people, power, and oversight of general management functions)		Typical L5 Positions
<b>H</b>	<b>L5</b> 456-520	<b>Team leader:</b> Team leaders at this level tend to fall into one of the two types: either technical specialists with one or more assigned technical staff, or lower-level specialist with a team of business or technical support staff. Planning, scheduling, and monitoring work and associated budgets.	<b>Education</b>	<b>I. TERTIARY / SPECIALIST</b> Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. -VQF 6-7	Deputy Clerk
			<b>Experience</b>	<b>H. SPECIALISED EXPERIENCE</b> The job requires extensive specialised experience in a technical, scientific, or professional field, normally gained through relevant professional qualifications together with significant post qualification practical experience; OR Experience of a more general 10-11 years	Executive Officer
			<b>Complexity</b>	<b>C. DEFINED</b> The end results required and policy frameworks are defined but independent thought is necessary to coordinate conflicting demands and optimise efficiency.	Manager – Programs
			<b>Scope</b>	<b>D. MANAGERIAL</b> Management or control of a significant operational or functional unit / division, including the planning, directing and controlling of all activities within the unit, or a CEO / Director General of very small organisation.	Manager – Financial Accounting
			<b>Problem Solving</b>	<b>D. VARIED</b> Problems are varied and the solution requires research through diverse and perhaps contradictory cases. Initiative and judgement is necessary in interpretation. In general, level needs research, required extending between 1 – 3 months.	Manager – Revenue
			<b>Freedom to Act</b>	<b>D. GENERAL INSTRUCTIONS</b> Work is subject to general instructions only, and specific completion targets are normally specified. Progress reviews are usually undertaken but in most instances assistance by a superior is given only when requested.	Head of Treaties & Convention
					Principal Economist
					Manager – RTI
					Manager – HRD
					Manager – Exchequer Services Payment/Payroll
					Manager – Debt

			<b>Impact of Decisions</b>	<b>B. IMPACT</b> Direct impact of a single discretionary decision causes some impact, which can be expressed in vatu terms of hundreds of vatu	Head – Asia Pacific
			<b>Interpersonal Skills</b>	<b>D. INFLUENCE / PERSUADE</b> Considerable contact influencing staff either in a management role requiring sound communication skills or in roles requiring well-developed advisory / consultative / facilitation skills.	
			<b>Authority</b>	<b>B. FINANCIAL AUTHORITY (LOW)</b> Authorises minor expenditure from another person's budget	
			<b>People Management</b>	<b>C.</b> Has full supervisory / managerial responsibility for 11–29 staff. This includes allocation of work, accountability for their outputs, quality etc. and appraisal of their performance.	

Signed this 17<sup>th</sup> day of December, 2024.

  
Saby Natonga  
Chairman

  
REPUBLIC OF VANUATU  
REPUBLICQUE DE VANUATU  
BUREAU DU CONSEIL DE REVISION DES TRAITEMENTS

  
Rosemary Leona  
Member

  
Nigel T. Malosu  
Member

Effective as of 1 December 2024

GOVERNMENT OF THE  
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OFFICE OF THE GOVERNMENT  
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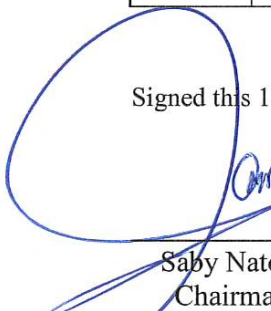
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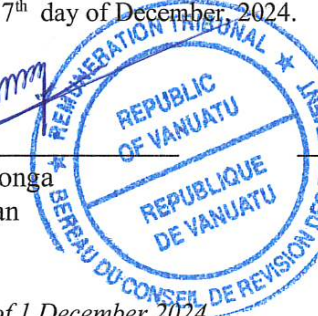
GRT Determination 21 of 2024

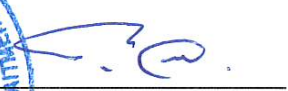
Table 4.2 –Salary Structure Table for positions of Secretary Generals and Assistants, and Town Clerks and Deputies.


VANUATU GOVERNMENT - GOVERNMENT REMUNERATION TRIBUNAL				
PUBLIC SERVICE COMMISSION & PUBLIC SECTOR – PERFORMANCE-BASE SALARY STRUCTURE				
PROVINCIAL GOVERNMENT AND MUNICIPAL COUNCILS				
SECRETARY GENERAL AND ASSISTANT, AND TOWN CLERK AND DEPUTY ASSIGNED TO LEADERSHIP CAREER PATHWAY				
Band	Level	Grade	Salary	Range
J	SG 3	SG L 7.3	4,738,000	Maximum
	L7	SG L 7.2	4,682,000	
		SG L 7.1	4,626,000	Minimum
J	TC 2	TC L 7.3	4,570,000	Maximum
	L7	TC L 7.2	4,515,000	
		TC L 7.1	4,459,000	Minimum
I	ASG	ASG L 6.4	4,380,000	Maximum
	L6	ASG L 6.3	4,180,000	
		ASG L 6.2	3,956,000	
		ASG L 6.1	3,900,000	Minimum
H	DTC	DTC L 5.4	4,380,000	Maximum
	L5	DTC L 5.3	4,180,000	
		DTC L 5.2	3,956,000	
		DTC L 5.1	3,900,000	Minimum

Signed this 17<sup>th</sup> day of December, 2024.

  
Saby Natonga  
Chairman

  
REPUBLIC OF VANUATU  
REPUBLICQUE DE VANUATU  
BUREAU DU CONSEIL DE REVISION DES TRAITEMENTS

  
Rosemay Leona  
Member

  
Nigel Malosu  
Member

Effective as of 1 December 2024



Appendix 8I. GRT Determination 25 of 2024 – The Determination on the Job Classification Standards and the Salary Structure for the positions of Specialist Technical Advisor employed on contract by Government or Public Sector Employing bodies.

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OFFICE OF THE GOVERNMENT REMUNERATION TRIBUNAL		
GRT DETERMINATION 25 of 2024 Notice No. ... of 2024		
PUBLIC SECTOR		
THE GRT DETERMINATION ON JOB CLASSIFICATION STANDARDS AND THE SALARY STRUCTURE FOR THE POSITION OF SPECIALIST TECHNICAL ADVISOR (TA) EMPLOYED ON CONTRACT BY PUBLIC SECTOR EMPLOYING BODIES		
This Determination sets out the Job Classification Standards and the salary structure for the position of Specialist Technical Advisor (TA), employed on contract pursuant to section 30 (3) & (4) of the Public Service Act [CAP 246] by the Public Service Commission. It comprises:		
PART	CONTENT	PAGE
1	GENERAL	2
2	RELATED MATTERS	3
3	THE JOB CLASSIFICATION STANDARDS FOR THE POSITION OF SPECIALIST TECHNICAL ADVISOR	4
4	THE SALARY STRUCTURE FOR THE POSITION OF SPECIALIST TECHNICAL ADVISOR	6

PART 1. GENERAL

- 1.1 Authority:

1.1.1 This Determination is issued pursuant to section 13(1) of the Government Remuneration Tribunal Act No. 20 of 1998 [CAP 250].

1.1.2 The Tribunal may issue guidance notes from time to time to assist the employing bodies in the administration of this Determination.
- 1.2 Application:

1.2.1 The Determination applies to position of Technical Advisor appointed, on a fixed term contract as Specialist under section 30(3) & (4) of the Public Service Act [CAP 246], by the Public Service Commission.

1.2.2 This Determination may be applied to an expert or consultant engaged to carry out particular project or reform, by Commissions, a statutory entity, constitutional bodies, statutory corporation or a wholly owned subsidiary of the Government.

1.2.3 This Determination applies to the jobs specified in paragraph 1.2.1 and 1.2.2 that are assigned to Band J and the highest Level T7 of the Technical career pathway of SP10 JobWise® Framework.

1.2.4 The following employing bodies may apply this Determination, including, the Public Service Commission, the Judicial Service Commission, the Police Service Commission, the Teaching Service Commission, the Public Sector, and the Office of the Attorney General.

1.2.5 In accordance with Section 25 of the GRT Act, and where applicable, the Employment Contract of the holder of a position specified in paragraph 1.2.1 and 1.2.2 will be taken to have been modified to conform to the Determination.

1.2.6 Pursuant to paragraph 1.2.3 the employing body is expected to ensure the Technical Advisor engaged deliver clear objectives and outputs in line with government agency goals and overall government priority outcomes.
- 1.3 Effective date:

1.3.1 This Determination takes effect as of 1<sup>st</sup> December 2024.

1.3.2 As and when this Determination takes effect, it shall supersede and revoke any determination or decision relating to any form of salary payable to a technical expert contractually appointed by employing bodies.

PART 2. RELATED MATTERS

- 2.1 Setting the Salary

2.1.1. The employing body shall determine the work value for the position stated in PART 1 section 1.2 of this Determination in accordance with the Job

Classification Standards set out in PART 3 Table J. T7 and the salary structure presented in PART 4 Table 4TA of this Determination.


- 2.1.2 In determining the work value and the Terms of Reference for a Specialist TA where applicable, and subject to PART 3 of this Determination, the employing body is expected to exercise prudent business judgement by applying salary grades based on merit, commensurate with the responsibilities, qualifications and experience, performance outputs, and accountabilities of the office.
- 2.1.3 The employing bodies shall ensure that the qualities of the persons employed to the positions of Technical career pathway, T7, Band J, correctly meet the high standards of factor descriptors prescribed for a leading specialist as detailed in PART 3 Table J T7; and has been approved by relevant professional association or bodies within the field, to be fit and proper for the position.
- 2.2 Adjustment to Salary:


2.1.2 Subject to PART 3 of this Determination, adjustment to salary shall be made in accordance with established performance guidelines from Grade TA 1.1 upwards and within the ability of the employing body to pay for the salary.


2.1.3 The maximum annual salary for a Technical Advisor shall be Grade TA 3.3 – 8,200,000vt, as stated in PART 4 Table 4TA – Salary structure for Technical Advisor.
- 2.3 Allowances:

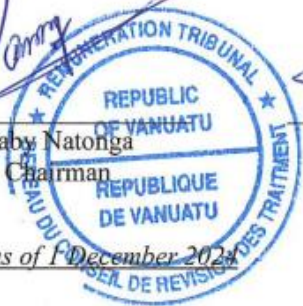
2.3.1 The employing body may pay allowances and apply a set of benefits for the persons occupying TA positions in accordance with applicable laws and relevant remuneration policies, in consultation with Government Remuneration Tribunal.

Signed this 17<sup>th</sup> day of December 2024

  
Saby Natonga  
Chairman

  
Rosemary Leona  
Member

  
Nigel T. Malosu  
Member

  
Effective as of 1<sup>st</sup> December 2024

PART 3. THE JOB CLASSIFICATION STANDARDS FOR THE POSITION OF SPECIALIST TECHNICAL ADVISOR (TA)

[GRT Determination 25 of 2024: Table J.T7 – The Job Classification Standards Table for the position of Specialist appointed contractually by employing bodies and as assigned to Band J and the Technical career pathway Level T7.]

Table J. T7		The Job Classification Standards Table of the Technical Advisor or Specialist positions in Government agencies as assigned to Band J and the Technical career pathway Level T7			
Band	Grade & Score	Jobwise Pathway Descriptor	Technical Pathway Level T7 Factor Descriptors (This level is reserved exclusively for employment of highly technical positions as leading expert in technical area)		Typical T7 Positions
J	T7 592-675	<b>Leading Expert:</b>  Few stand-alone roles score at this level. They will be the organisation’s most advanced specialists – the “subject matter experts” in a significant area of concern for the organisation. Jobholders in these roles will apply advanced specialised or technical principals, theories and concepts to resolve unusually complex technical problems	<b>Education</b>	<b>J. TERTIARY / PROFESSIONAL</b> Requires applied knowledge and understanding of the theoretical knowledge base in a specialised field or equivalent level of management. One or more academic degrees in a specific discipline is essential to perform complex assignments and formulate appropriate responses. - VQF 9-10	Medical Doctor Scientist Judge Lead Technical Advisors Professional Consultant
			<b>Experience</b>	<b>I. Unique /Extensive</b> The Job requires highly specialised experience in a specific area gathered over a significant length of time. Recognised as the expert on subject both within and outside 15-20 yrs.	
			<b>Complexity</b>	<b>E. COMPLEX</b> High level of innovation and adaptability required to react to rapidly changing circumstances. Significant demands made to control, harmonise and motivate.	
			<b>scope</b>	<b>E. CORPORATE</b> Functional responsibility at a corporate level, involving the central coordination of a specialist or staff function and requiring the integration or coordination of activities and influence over relevant policy and procedures.	
			<b>Problem solving</b>	<b>F. EVALUATIVE</b> Little routine work is involved. Problems are primarily of a strategic nature requiring analysis and the evaluation of several alternative solutions. Guidelines may provide a general framework, but considerable judgement and initiative are required to find the best possible solution.	
			<b>Freedom to act</b>	<b>F. GENERAL GUIDANCE</b> Minimal guidance is provided. The jobholder plans the activities of the organisation or major division in line with the overall strategic objectives of the organisation or corporation.	



			<b>Impact of Decisions</b>	<b>B.</b> Direct impact of a single discretionary decision causes significant impact, which can be expressed in vatu terms of thousands of vatu.	
			<b>Interpersonal skills</b>	<b>E. RESOLVE / SHAPE</b> Extensive contact at a senior level requiring high level communication skills (e.g., mediating, advocating, counselling, negotiating) on sensitive, difficult and complex issues.	
			<b>Authority</b>	<b>A0. FINANCIAL AUTHORITY</b> No authority to commit routine expenditure or capital expenditure.	
			<b>People Management</b>	<b>A 1. 0.</b> Controls no staff. At middle and upper levels, there may be a requirement to allocate tasks to others, possibly with limited supervisory responsibility, or with some involvement in training / guiding or project management.	

PART 4. THE SALARY STRUCTURE FOR THE POSITION OF SPECIALIST TECHNICAL ADVISOR

[GRT Determination 25 of 2024: Table 4TA – Salary structure for the position of Specialist or Technical Advisor appointed contractually by employing bodies and as assigned to Band J and the Technical career pathway Level T7.]


GRT Determination 25 of 2024:					
Table 4TA — The Salary Structure for Technical Advisor or Lead Specialist position					
VANUATU GOVERNMENT - GOVERNMENT REMUNERATION TRIBUNAL					
PUBLIC SECTOR – PERFORMANCE-BASED SALARY STRUCTURE					
TECHNICAL ADVISOR					
Band	Level	VQF	Score	Grade	Salary
J	TA 3 / T7	10	970	TA 3.3	8,200,000
		10	958	TA 3.2	8,075,000
		10	946	TA 3.1	7,950,000
	TA 2 / T7	9	935	TA 2.3	7,825,000
		9	923	TA 2.2	7,700,000
		9	911	TA 2.1	7,575,000
	TA 1 / T7	8	899	TA 1.4	7,450,000
		8	888	TA 1.3	7,325,000
		8	876	TA 1.2	7,200,000
		8	864	TA 1.1	6,500,000

Signed this 17<sup>th</sup> day of December 2024

  
Saby Natonga  
Chairman

  
REPUBLIC OF VANUATU  
REPUBLICQUE DE VANUATU  
BUREAU DE CONSEIL DE RÉVISION DES TRAITEMENTS

  
Rosemary Leona  
Member

  
Nigel T. Malosu  
Member


Effective as of 1<sup>st</sup> December 2024

Signed this 17<sup>th</sup> day of December 2024

  
Saby Natonga  
Chairman

  
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Rosemary Leona  
Member

  
Nigel T. Malosu  
Member

Effective as of 1<sup>st</sup> December 2024

Appendix 8J. GRT Determination 31 of 2024 – The Determination on the Job Classification Standards and the Salary Structure for the positions of Chief Executive Officers of Statutory bodies, Statutory corporation, and State-owned enterprises.

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OFFICE OF THE GOVERNMENT REMUNERATION TRIBUNAL		
GRT DETERMINATION 31 OF 2024 Notice No.... of 2024		
PUBLIC SERVICE COMMISSION & STATUTORY EMPLOYING BODIES		
THE GRT DETERMINATION ON THE JOB CLASSIFICATION STANDARDS AND THE SALARY STRUCTURE FOR THE POSITIONS OF THE CHIEF EXECUTIVE OFFICERS OF STATUTORY BODIES, STATUTORY CORPORATIONS, AND STATE-OWNED ENTERPRISES.		
This Determination sets out the Job Classification Standards and the Salary Structure for the positions of Chief Executive Officers of statutory entities, statutory corporations, and State-owned Enterprises. It comprises:		
PART	CONTENT	PAGE
1	GENERAL	2
2	THE RULES OF APPLICATION AND RELATED MATTERS	3
3	ALLOWANCES	4
4	THE JOB CLASSIFICATION STANDARDS TABLES FOR THE POSITIONS OF CHIEF EXECUTIVE OFFICERS.	6
5	THE SALARY STRUCTURE FOR THE POSITIONS OF CHIEF EXECUTIVE OFFICERS	10

PART 1. GENERAL

- 1.1 Authority:**
- 1.1.1** This Determination is issued pursuant to section 13(1) of the Government Remuneration Tribunal Act No. 20 of 1998 [CAP 250].
- 1.1.2** The Tribunal may issue guidance notes from time to time to assist the employing bodies in the administration of this Determination.
- 1.2 Application:**
- 1.2.1** The Determination applies to the positions of Chief Executive Officers (CEOs) employed by the Public Service Commission and other employing bodies.
- 1.2.2** This Determination may apply to Chief Executive Officers appointed by a Statutory Body, Statutory Corporation, State-Owned Enterprise or a wholly owned subsidiary company of the Government.
- 1.2.3** This Determination may also apply to any positions which a government employing body deems comparable in job value to the position of Chief Executive Officer.
- 1.2.4** The Determination categorizes the Chief Executive Officers stated in 1.2.1, 1.2.2, and 1.2.3 in three (3) classes according to the size of organization as depicted on Table 1.2 below.
- 1.2.5** In accordance with Section 25 of the GRT Act, and where applicable, the Employment Contract of the holder of a position of CEO will be taken to have been modified to conform to this Determination.
- 1.2.6** The Determination assigns the positions specified in paragraphs 1.2.1, 1.2.2, and 1.2.3 to the Leadership career pathway, Levels L6 Band I, L7 Band J, L8 Band K of the SP10 Jobwise® Framework as depicted on Table 1.2.

Table 1.2	Career Pathway and Categories of CEOs			
Career Pathway	Band	Level	Organization size	Class
Leadership	K	L8 (upper)	Large (41 and above Staff)	CEO 3
	K	L8 (lower)	Big (30 to 40 Staff)	CEO 2
	J	L7	Medium (11 to 29 Staff)	CEO 1
	I	L6	Small (up to 10 Staff)	CEO 1

- 1.2.7** The Determination specifies allowances entitlement in PART 3, which shall apply differentially to the three (3) categories of Chief Executive Officers depicted on Table 1.2.
- 1.3 Effective date:**
- 1.3.1** This Determination takes effect as of 1<sup>st</sup> December 2024.
- 1.3.2** As and when this Determination takes effect, it shall supersede and revoke any determination or decision relating to any form of salary payable to a Chief Executive Officers appointed by the Public Service Commission and other employing bodies.



**PART 2. THE RULES OF APPLICATION AND RELATED MATTERS**

**2.1 Setting the Salary**

- 2.1.1** The employing body shall determine the work value or increment or promotion or allowance for the positions stated in PART 1 paragraphs 1.2.1, 1.2.2, and 1.2.3 in accordance with the Job Classification Standards set out in PART 4 Table K.L8, Table J.L7, and Table I.L6.
- 2.1.2** A new person appointed to a position of Chief Executive Officer of a particular Class as depicted in PART 1 Table 1.2, shall be paid the starting salary determined for that Class as specified in PART 5 - Salary Structure.
- 2.1.3** The starting or minimum annual salary for a person appointed to a position of Chief Executive Officer of Class CEO 1 shall be CEO 1.1 – VT 4,291,000, and the maximum shall be CEO 1.6 – VT 4,850,000.
- 2.1.4** The starting or minimum annual salary for a person appointed to a position of Chief Executive Officer of Class CEO 2 shall be CEO 2.1 – VT 5,390,000, and the maximum shall be CEO 2.3 – VT 5,904,120.
- 2.1.5** The starting or minimum annual salary for a person appointed to a position of Chief Executive Officer of Class CEO 3 shall be CEO 3.1 – VT 6,161,200, and the maximum shall be CEO 3.3 – VT 6,675,300.
- 2.1.6** A person appointed to a CEO position classified under Class CEO 1 or CEO 2 or CEO 3 shall not be paid beyond the maximum salary set for that Class.

**2.1.7** The Commission is expected to exercise prudent business judgement and assign pay grades based on merit, commensurate with performance outcomes, and the responsibilities and accountabilities of the office.

**2.2 Adjustment to Salary:**

- 2.2.1** An adjustment to salary shall be made in accordance with a reliable performance management system and requirements, and according to the terms and condition of employment.
- 2.2.2** A salary increment may be administered for the positions stated on PART 1, paragraphs 1.2.1, 1.2.2, and 1.2.3 only if the employee consistently demonstrates high performance for two (2) consecutive years or more.
- 2.2.3** The GRT expects the employing bodies to exercise its legal authority and shall employ all necessary means and discipline to ensure an employee who has received an increment so continues to show high performance.

**2.3. Acting**

- 2.3.1** An employee, when acting in the position under CEO 1 or CEO 2 or CEO 3 Class shall be paid according to the starting annual salary set for that substantive position relating to that particular Class.

**PART 3 – ALLOWANCES.**

**3.1 Allowances for the positions of Classes CEO 2 & CEO 3.**

The following allowances are to be paid to Chief Executive Officers classified as CEO 2 and CEO 3 according to the categories designated in PART 1 Table 1.2.

- 3.1.1** The employing body may pay the allowances depicted in Table 3.1 to the position of Chief Executive Officer placed in Class CEO 2 and Class CEO 3 categories, but not more than the set ceiling or maximum amount.

Table 3.1 – Allowances	
Types of Allowances	Maximum (Ceiling)/ Monthly (VT)
Housing	60,000
Child	20,000
Telephone	8,000

**3.1.2. Fuel Allowance**

The Employing body may pay the employee a monthly fuel allowance of any amount directly on government vehicle held by the employee but not more than 35,000vt per month. In the event the employee uses personal vehicle to conduct official duties, the employer may pay a monthly fuel allowance of not more than 22,000vt.

**3.1.3 Accommodation**

The employee is entitled to a reasonably furnished Government house. If a government house is not available, the employer shall be responsible to accommodate the Employee at a house that is similar standard to a Government furnished house but at rental fee of not more than 100,000vt per month, inclusive of rent tax and in accordance to tender procurement procedures. In the case where an employee stays at their own house, the employer may pay any allowance rate but not more than 60,000 VT as monthly ceiling.

**3.1.4 Child Allowance**

The Board shall pay child allowance for children under 18 years of age according to policies for each child. For more than three (3) children, the monthly total amount must be paid promotionally per child, but not be more than the maximum amount specified under Table 3.1.

**3.1.5 Telephone Allowance**

The employing body may pay a telephone allowance to the employee of not more than 8,000vt a month.

**3.1.6 Establishment Allowance**

In the case where a government house is provided, the employee is entitled to a one-off establishment allowance not more than twenty-five thousand vatu (25,000vt.), payable on commencement of the employment contract, for purpose of assisting the employee with the immediate costs of installation and rental of a telephone line, telephone, and internet connection at his or her residence.

3.1.7 End of contract entitlements

The employee shall be entitled to a severance allowance calculated at the rate of two (2) months remuneration for every year of the performance of the contract of employment.

3.2. Allowances for the positions of Class CEO 1

The following allowances shall be paid to the Chief Executive Officers classified as Class CEO 1 according to the categories designated in PART 1 Table 1.2

3.2.1 Type of Allowances

The Commission may administer the allowances listed below to the position of Chief Executive Officer Class CEO 1:

- (i) Child or Family allowance
- (ii) Housing allowance

3.2.1 Maximum Allowances

The allowances specified in 3.2.1 shall not be paid above the maximum amounts as specified below:

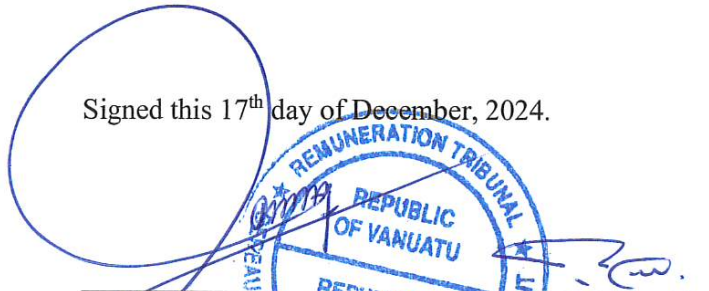
Types of Allowance	Maximum (Monthly)
Child allowance	20,000
Housing allowance	30,000


3.2.2 The employing body shall pay child allowance for children under 18 years of age according to policies for each child. For more than three (3) children, the monthly total amount must be paid promotionally per child, but not be more than the maximum amount specified under paragraph 3.2.1.

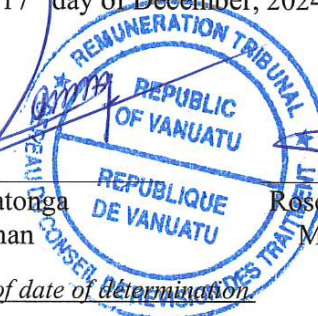
3.2.3 Other Allowances

Subject to formal approval by the Tribunal, the employing bodies may administer other types of allowances deemed payable to the position of Chief Executive Officers placed under CEO 1 category.

Signed this 17<sup>th</sup> day of December, 2024.

  
Saby Natonga  
Chairman

  
Rosemary Leona  
Member



Effective as of date of determination.

PART 4. THE JOB CLASSIFICATION STANDARDS TABLES FOR THE POSITIONS OF CHIEF EXECUTIVE OFFICERS

[GRT Determination 31 of 2024: The Job Classification Standards Tables for the positions of Chief Executive Officers as assigned to the Leadership career pathway Levels L6 Band I, L7 Band J, & L8 Band K.]

Table K. L8		The Job Classification Standards Table for the positions of the Chief Executive Officer as assigned to Class CEO 2 and CEO 3, Band K and Leadership career pathway Level L8.			
Band	Level & Score	Jobwise Pathway Descriptor	Leadership Pathway Level 8 Factor Descriptors (Jobs requiring varied degree of leadership, supervision of people, power, and oversight of general management functions)		Typical L8 Jobs
K	L8 676-773	<b>Function Manager:</b>  Leadership of a single function or aspect of a large function where the impact on overall organization end results is significant. Typically managing managers or team leaders with staff in technical/ specialist roles requiring high levels of expertise.	<b>Education</b>	<b>J. TERTIARY / PROFESSIONAL</b> Requires applied knowledge and understanding of the theoretical knowledge base in a specialized field or equivalent level of management. One or more academic degrees in a specific discipline is essential to perform complex assignments and formulate appropriate responses to resolve both concrete and abstract problems requiring analytical, specialist technical and creative input. -VQF 8-10	CEO, Agriculture College
			<b>Experience</b>	<b>J. DIVERSE EXPERIENCE</b> The job requires experience in managing and administering a major function or a small / medium organization, or a major department / brand of a large organization.	
			<b>Complexity</b>	<b>D. INVOLVED</b> While the end results are generally defined, the means of achieving them are unspecified. Continuous balancing of conflicting demands from diverse sources is required and a high level of unpredictability and variability is encountered.	
			<b>Scope</b>	<b>E. CORPORATE</b> Functional responsibility at a corporate level, involving central coordination of a specialist or staff function and requiring the integration or coordination of activities and influence over relevant policy and procedures in all operating areas of a large organization.	
			<b>Problem Solving</b>	<b>E. COMPLEX</b> Problems contain unusual and unexpected elements which have not been previously encountered. Extensive research may be required, possibly extending up to 9-12 months. Corporate policies and in-house expertise will not provide a complete answer to the problem.	
			<b>Freedom to Act</b>	<b>E. GUIDANCE</b> The jobholder is expected to work with a large degree of independence within the organization's plans, policies and reporting requirements. Overall guidelines and objectives are discussed initially, and progress is reviewed	



				intermittently and informally	
			Impact of Decisions	D. IMPACT Direct impact of a single discretionary decision causes major impact, which can be expressed in vatu terms of tens of thousands of vatu. (Managers of larger teams and more resources)	
			Interpersonal skills	E. RESOLVE/SHAPE Extensive contact at a senior level requiring high level of communication skills (e.g. mediating, advocating, counselling, negotiating) on sensitive, difficult, and complex issues; and / or the skills required for leading a very small organization.	
			Authority	D. FINANCIAL AUTHORITY. Approves routine expenditure within budgetary limits and is accountable for an expenditure budget.	
			People Management	D. 1 - 2. STAFF RESPONSIBILITY Has full supervisory / managerial responsibility for 30-99 staff. This includes allocation of work, accountability for their outputs, quality etc. and appraisal of their performance. OR Project Coordinator (Managing Project Manager) of projects long than 4 years who have oversight of Project Managers, project teams of over 100 people.	

Table J. L7		The Job Classification Standards Table for the positions of the Chief Executive Officers as assigned to Class CEO 1, Band J and Leadership career pathway Level L7.			
Band	Grade & Score	Jobwise Pathway Descriptor	Leadership Pathway Level 7 Factor Descriptors (Jobs requiring varied degree of leadership, supervision of people, power, and oversight of general management functions)		Typical L7 Positions
J	L7 592-675	Section Leader:  Responsible for managing a section part of a division/ department, where effective utilization of staff is important and impact on stakeholder satisfaction is significant. Staff will include technical specialists and	Education	I. TERTIARY / SPECIALIST Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. -VQF 6-7	Land Ombudsman  Valuer General
			Experience	H. SPECIALISED EXPERIENCE The job requires extensive specialised experience in a technical, scientific, or professional field, normally gained through relevant professional qualifications together with significant post qualification practical experience; OR Experience of a more general 14-15 years	Secretary General, Citizenship
			Complexity	C. DEFINED The end results required and policy frameworks are defined but independent thought is necessary to coordinate conflicting demands and optimize efficiency.	CEO, Land Transport
			Scope	D. MANAGERIAL Management or control of a significant operational or functional unit / division, including the planning, directing and controlling of all activities within the unit, or a CEO / Director General of very small	

		programme/ Project roles, managed directly or through team leaders		organisation.	
			Problem Solving	D. VARIED Problems are varied and the solution requires research though diverse and perhaps contradictory ceases. Initiative and judgement is necessary in interpretation. In general, many of these problems extend far beyond the need for short term solutions, with the research required extending between 1-3 months.	
			Freedom to Act	D. GENERAL INSTRUCTIONS Work is subject to general instructions only, and specific completion targets are normally specified. Progress reviews are usually undertaken but in most instances assistance by a superior is given only when requested.	
			Impact of Decisions	C. Impact Direct Impact of a single discretionary decision causes significant impact, which can be expressed in vatu terms of thousands of vatu.	
			Interpersonal Skills	D. INFLUENCE / PERSUADE Considerable contact influencing staff either in a management role requiring sound communication skills or in roles requiring well-developed advisory /consultative / facilitation skills.	
			Authority	B. Financial Authority. Authorises minor expenditure from another person's budget.	
			People Management	C. 1 Has full supervisory / managerial responsibility for 11–29 staff. This includes allocation of work, accountability for their outputs, quality etc. and appraisal of their performance.	

Table I. L6		The Job Classification Standards Table for the positions of Chief Executive Officer of Category Class CEO 1, as assigned to Band I and the Leadership career pathway Level L6			
Band	Grade & Score	Jobwise Pathway Descriptor	Leadership Pathway Level L6 Factor Descriptors (Jobs requiring varied degree of supervision of people, power, and oversight of general management functions)		Typical L6 Positions
I	L6 521-591	Team Manager: Manages staff assigned to specified administrative, operational, or technical roles who work independently as technical specialists. Ensures decisions of management are articulated and	Education	I. TERTIARY / SPECIALIST Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. -VQF 6-7	
			Experience	H. SPECIALISED EXPERIENCE The job requires extensive specialised experience in a technical, scientific, or professional field, normally gained through relevant professional qualifications together with significant post qualification practical experience; OR Experience of a more general. 12-13years	
			Complexity	B. PRACTICAL The application of practical skills or acquired knowledge to undertake well-defined activities, but with the need for individual judgement.	

implemented. Manages and monitors work and associated budgets.	Scope	D. MANAGERIAL Management or control of a significant operational or functional unit / division, including the planning, directing and controlling of all activities within the unit, or a CEO / Director General of very small organisation.
	Problem Solving	C. ROUTINE / VARIED Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.
	Freedom to Act	C. PROCEDURES Work conforms to specified procedures and the results are clearly defined. Work is subject to in-progress review and guidance and assistance are readily available.
	Impact of Decisions	B. 1 IMPACT Direct impact of a single discretionary decision causes some impact, which can be expressed in vatu terms of hundreds of vatu
	Interpersonal Skills	C. ADVISE / SUPERVISE Discusses and seeks cooperation from people in other areas of the organisation, and / or has some supervisory responsibility.
	Authority	B Financial Authority. Authorises minor expenditure from another person's budget.
	People Management	B. Has full supervisory / managerial responsibility for up to 10 staff. This includes allocation of work, accountability for their outputs, quality etc. and appraisal of their performance

Signed this 17<sup>th</sup> day of December, 2024.

Saby Natonga  
Chairman

Rosemary Leona  
Member

Nigel Malosu  
Member



PART 5. THE SALARY STRUCTURE FOR THE POSITIONS OF CHIEF  
EXECUTIVE OFFICERS

[GRT Determination 31 of 2024: The Salary Structure Table for the positions of Chief Executive Officers as assigned to the Leadership career pathway Levels L8 Band K, L7 Band J, and L6 Band I.]

GRT Determination 7 of 2024:						
Table 5.1 – The Salary Structure Table for the positions of Chief Executive Officers (CEOs) of Statutory bodies, Statutory Corporations, and State-Owned Enterprises.						
VANUATU GOVERNMENT - GOVERNMENT REMUNERATION TRIBUNAL						
PERFORMANCE-BASED SALARY STRUCTURE						
CHIEF EXECUTIVE OFFICER						
Band	Score	Class	Level	Grade	Annual Salary	Range
K	773	CEO 3	L8	CEO 3.3	6,675,300	Maximum
	762			CEO 3.2	6,418,250	
	752			CEO 3.1	6,161,200	Maximum
	740	CEO 2	L8	CEO 2.3	5,904,120	Maximum
	730			CEO 2.2	5,647,000	
	719			CEO 2.1	5,390,000	Minimum
J	708	CEO 1	L7	CEO 1.6	4,850,000	Maximum
	698			CEO 1.5	4,794,100	
	687			CEO 1.4	4,738,160	
	676			CEO 1.3	4,682,250	
	591		L6	CEO 1.2	4,347,000	
I	583			CEO 1.1	4,291,000	Minimum

Signed this 17<sup>th</sup> day of December, 2024.


Saby Natonga  
Chairman

Rosemary Leona  
Member

Nigel Malosu  
Member



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TRAITEMENTS  
SPR 9094 Port-Vila, Vanuatu  
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OFFICE OF THE GOVERNMENT REMUNERATION TRIBUNAL

GRT DETERMINATION 33 of 2024  
NOTICE No: .... of 2024

PUBLIC SERVICE COMMISSION; OTHER EMPLOYING BODIES

THE GRT DETERMINATION ON SALARY RELATED ALLOWANCES

This Determination sets out decision of the Tribunal in relation to the following allowances: (i) Child Allowance, and (ii) Housing allowance.

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3	RULES OF APPLICATION	3
4	RELATED MATTERS	3

PART 1 GENERAL

1.1 Authority

1.1.1 This Determination is issued pursuant to section 13(1) of the Government Remuneration Tribunal Act No. 20 of 1998 [CAP 250].

1.1.2 The Tribunal may issue guidance notes from time to time to assist the employing bodies in the administration of this Determination.

1.2 Application

1.2.1 The Determination applies to positions of persons employed by the employing bodies of Government.

1.2.2 This determination shall not apply to the Directors General, Directors, Chief Executive Officers, and those positions deemed equivalent to such level of responsibilities.

1.2.3 Allowances may be administered by the following Government employing bodies and related agencies as referred to in 1.2.1, including, the Public Service Commission, the Judicial Service Commission, the Police Service Commission, the Teaching Service Commission, the Public Sector, and the Office of the Attorney General.

1.2.4 To avoid doubt, this determination sets the maximum of salary related allowances and any amount to be approved for administration will be made by the Commission or employing body responsible but shall not exit the maximum stated under this determination.

1.3 Effective Date

1.3.1 This Determination takes effect as of 1<sup>st</sup> December 2024.

1.3.2 This Determination supersedes and revokes any determinations or decision relating to allowances stated on PART 2 paragraph 2.1.1 for officers mentioned on paragraph 1.2.1 of this Determination.

PART 2 ALLOWANCES

2.1 Types of Allowances

2.1.1 The employing bodies specified in 1.2.3 may administer the allowances listed below to the positions referred to in paragraph 1.2.1:

- (i) Child or Family allowance
- (ii) Housing allowance

2.1.2 The allowances specified in 2.1.1 shall not be paid above the maximum amounts as specified below:

Allowances	Maximum (Monthly)
Child allowance	20,000
Housing allowance	30,000

**PART 3 RULES OF APPLICATION**

- 3.1.** A Commission or employing body shall pay child allowance for children under 18 years of age according to policies provided in the Public Service Staff Regulation Manual or other for each child. For more than three (3) children, the monthly total amount must be paid promotionally per child, but not be more than the maximum amount specified under paragraph 2.1.2
- 3.2.** In the case of biological parents or adoptive parents who claim a child allowance for the same child, each spouse shall be paid 50% of the allowance that is payable to individual employee for each child.
- 3.3.** Concerning couples who live in the same household, each spouse shall be paid 50% housing allowance that is payable to individual employee.

**PART 4 RELATED MATTERS**

- 4.1** The employing bodies specified in paragraph 1.2.3 may in consultation with GRT administer other types of allowances deemed payable to employees mentioned in paragraph 1.2.1.
- 4.2** Any other types of allowances not listed in paragraph 2.1.2 but deemed necessary for officers mentioned in paragraph 1.2.1 of this Determination shall be subject to approval by the Tribunal, if not already approved by the Tribunal.

Signed this 17<sup>th</sup> day of December 2024



Sabw Natonga  
Chairman



Rosemary Leona  
Member



Nigel T. Malosu  
Member



