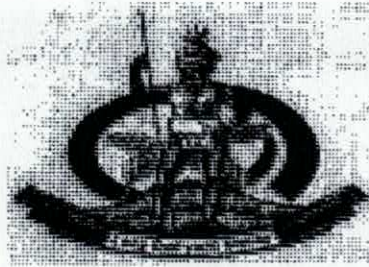


**GOVERNMENT OF THE  
OF VANUATU**

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**GOVERNMENT DE LA REPUBLIC  
REPUPLIQUE DE VANUATU**

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**Determination 1 of 2017 - Classification Structure and Terms and Conditions for a Director General  
and specified Constitutional and Statutory Offices.**

**Notice No. 1 of 2017**

Made under section 13 of the GRT Act, as amended.

This Determination, amongst other matters:

- Determines a classification structure for the offices of the Director General;
- Specifies pay grades for the classification structure;
- Assigns each office of Director General to a classification;
- Assigns specific constitutional and statutory positions to a classification; and • Amends specific terms and conditions of the contract for a Director General.

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## PART 1 – GENERAL

### Authority

- 1.1 This Determination is issued pursuant to section 13 of the Government Remuneration Tribunal (GRT) Act.

### Application

- 1.2 This determination applies to the position of Director General as appointed under section 17 of the Public Service Act.
- 1.3 The determination applies to the following Constitutional positions:
- (i) the Auditor General as appointed under Article 25(4) of the Constitution, and
  - (ii) the Ombudsperson as appointed under Article 61(1) of the Constitution.
- 1.4 The determination applies to the following Statutory positions:
- (i) The Clerk of Parliament as appointed under Section 15(1) of the Parliament Administration Act,
  - (ii) The Commissioner of Police as appointed under 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.
- 1.5 In accordance with section 25 of the GRT Act, the employment contract of the current holder of a position mentioned on item 1.2, 1.3, or 1.4 will be taken to have been modified to conform to this determination.

### Effective Date

- 1.6 This Determination takes effect forthwith.

## PART 2 – CLASSIFICATION, REMUNERATION AND RELATED MATTERS

### Classification structure

2.1 The Offices so mentioned on item 1.2 to 1.4 are categorized into two main levels, where Level 1 depicts Offices with a 'whole of government' focus and Level 2 comprise of offices identified as cohorts of the 'whole of government' initiatives. The Classification structure is shown on Table 1 below. The Offices are classified by reference to the Ministry, the Constitutional position or the Statutory position.

Table 1 – Classification of Offices

Level	Director General for the Ministry of:	Constitutional or Statutory Position:
Level 1	1. Prime Minister, and 2. Finance.	Secretary of the Public Service Commission, and Ombudsperson.
Level 2	3. Agriculture, Biodiversity, Fisheries, Forestry and Livestock; 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, Geology and Mines and Water resources; and 11. Trade, Industries and Tourism.	Auditor General, Clerk of Parliament, and Commissioner of Police.

### Remuneration levels

2.2 The pay grades for each level in the classification structure of Table 1 above is shown on Table 2 below.

**Table 2 – Classification Structure and Annual Salary**

Level	Pay Grade	Annual Salary
<b>Level 1</b>	4	7,580,600
	3	7,151,500
	2	6,738,300
	1	6,356,900
<b>Level 2</b>	4	7,151,500
	3	6,738,300
	2	6,356,900
	1	5,989,600

- 2.3 The position on a particular Classification Level of Table 1 - Classification of Offices is entitled to the level of salary that is specified for that level on Table 2 – Classification of Structure and Annual Salary.
- 2.4 On appointment, the employee is to be placed on the base salary for the position. In the case of positions stationed on Level 1, the base annual salary is Grade: DG 1.1 – Vt. 6,356,900. The base annual salary for positions stationed at Level 2 is Grade: DG 2.1 – Vt. 5,989,600.
- 2.5 The employee's salary may be increased to the next pay grade every two or more years subject to exemplary performance shown by the employee and upon approval of the Employing body.
- 2.6 If a person is appointed to an Office of Director General or an office so determined by the Employing body and the position does not appear in the classification of Table 1 - Classification of Offices, then the person is to be placed on Level 2 of the classification structure of Table 1 – Classification of Offices and be entitled to the base salary for level 2 as set out on Table 2 – Classification of Structure and Annual Salary.

**PART 3 – AMENDMENT TO SPECIFIC TERMS AND CONDITIONS ON THE CONTRACT  
OF A DIRECTOR GENERAL**

**3.1 Allowances**

On the section referring to Allowances, delete the subsection referring to 'Monthly fuel allowance of VT 40,000'.

**3.2 Government Motor Vehicle**

On the section referring to Government Motor Vehicle, insert an additional subsection to read:

The Government will be responsible for servicing and refuelling the Government Motor Vehicle at standard costs established by the Employing body.

**3.3 Accommodation**

On the section referring to Accommodation, delete the subsection that made reference to housing allowance, and substitute it with the subsection to read:

In the event that a Government house is not available, the Employer shall be responsible to accommodate the Employee at a house that is of similar standard to a Government furnished house but at a rental fee of not more than Vt. 80,000 per month, inclusive of rent tax.

**3.4 Child Allowance**

Delete the section on Child allowance.

**3.5 Telephone Allowance**

Delete the section on Telephone allowance.

**3.6 Establishment Allowance**

Replace the section on Telephone Allowance with 'Establishment Allowance' and insert under the section on 'Establishment Allowance', the following and to read:

- (i) The Employee is entitled to an annual allowance of twenty thousand vatu (20,000 Vt.), payable on 31 January each year, 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.

### 3.7 End of Contract entitlements

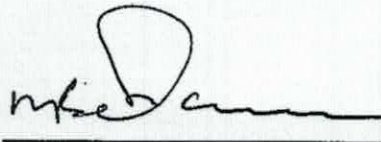
On the section referring to End of Contract entitlements, delete the subsection that made reference to severance allowance, and substitute it with the following subsection and to read:

- (i) The Employee shall be entitled to severance allowance calculated at the rate of 1 month remuneration for every year of the performance of this contract. The allowance paid must not be less than that required of the employer under the provisions of the Employment Act.

### 3.8 Other Contracts

Any of the specific terms and conditions so mentioned in item 3.1 to item 3.7, where applicable, shall be taken to have replaced the corresponding terms and conditions of the employment contract for the Auditor General, the Clerk of Parliament, the Commissioner of Police, or the Secretary of the Public Service Commission.

*Signed this 1<sup>st</sup> day of February 2017.*



Mark Bebe, Acting Chairperson

