



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:

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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.

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 1st 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 17th day of December, 2024.

Saby Natonga
Chairman

Rosemary Leona
Member

Nigel T. Malosu
Member

Effective as of date of determination.

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

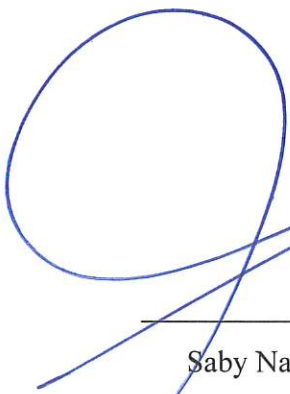
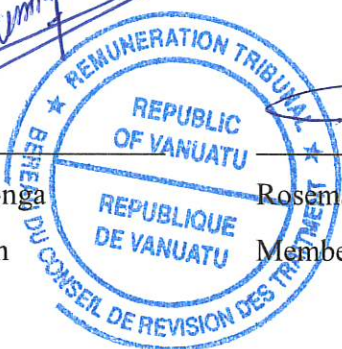
[GRT Determination 2 of 2024: The Job Classification Standards Tables for the Positions of the Directors General and the Heads of Constitutional and Statutory Bodies.]

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	Senior Manager: 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	K. TERTIARY / ADVANCED PROFESSIONAL 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	K. EXECUTIVE DIRECTION 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	E. COMPLEX 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	F. GENERAL MANAGEMENT Coordination and direction of multiple divisions and functions or departments in an organisation.	
			Problem Solving	F. EVALUATIVE 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	G. BROAD GUIDANCE 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	E. IMPACT 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	F. LEAD/ DIRECT (LARGE ORGANISATION) Coordinating and direction of senior management from all areas of the organisation	
			Authority	D. FINANCIAL AUTHORITY. Approves routine expenditure within budgetary limits and is accountable for an expenditure budget.	
			People Management	D 3. 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	Function Manager: 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	J. TERTIARY / PROFESSIONAL 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	J. DIVERSE EXPERIENCE 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	D. INVOLVED 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.	
			Scope	E. CORPORATE 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	E. COMPLEX Problems contain unusual and unexpected elements which have not been previously encountered. Extensive research may 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	E. GUIDANCE 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	D. IMPACT Direct impact of a single discretionary decision causes major impact, which can be expressed in vatv terms of tens of thousands of vatv. (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 organisation.	
			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.	
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Signed this 17th day of December, 2024.

Saby Natonga
Chairman

Rosemary Leona
Member



Nigel T. Malosu
Member

Effective as of date of détermination.

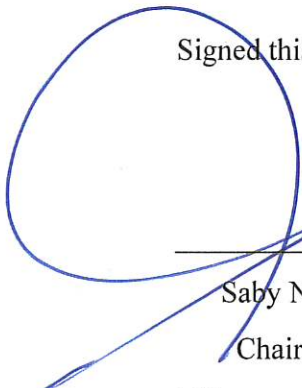



PART 4 – THE SALARY STRUCTURE FOR THE DIRECTORS GENERAL, THE HEADS OF THE CONSTITUTIONAL BODIES, AND THE HEADS OF THE STATUTORY ENTITIES

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

GRT Determination 2 of 2024: Salary Structure Table for the positions of the Directors General and the Heads of Constitutional Bodies, and the Heads of the Statutory offices designated under CLASS DG.A and CLASS DG.B and as assigned to Band L and Band K and the Leadership career pathway Levels L8 and L9.					
VANUATU GOVERNMENT - GOVERNMENT REMUNERATION TRIBUNAL					
PERFORMANCE-BASED SALARY STRUCTURE DETERMINATION FOR THE LEADERSHIP PATHWAY LEVELS L8 & L9.					
BAND	CLASS	LEVEL	Grade	Annual Salary	Range
L	DG.A	L9	DG 2.4	8,475,000	Maximum
			DG 2.3	8,218,000	
			DG 2.2	7,961,000	
			DG 2.1	7,704,000	Minimum
K	DG.B	L8/L9	DG 1.4	7,600,000	Maximum
			DG 1.3	7,447,000	
			DG 1.2	7,190,000	
			DG 1.1	6,933,000	Minimum

Signed this 17th day of December, 2024.


Saby Natonga
Chairman


Rosemary Leona
Member



Nigel T. Malosu
Member

Effective as of date of determination.

PART 5 – THE RULES OF APPLICATION AND RELATED MATTERS.

- 5.1 The Commission shall determine the work value for the positions stated in PART 1 paragraphs 1.3, 1.4, and 1.5 of this Determination in accordance with the Job Classification Standards set out in Table K.L8 and Table L.L9.
- 5.2 The positions on a particular classification level of the Table 2.2 - Offices Designation Structure are entitled to the level of salary that is specified for that level on Table 4.1 – Salary Structure.
- 5.3 On appointment, the employee is to be placed on the base salary or minimum salary grade for the position in the relevant CLASS. In the case of positions stationed within CLASS DG.B (Band K), the base annual salary is Grade: DG 1.1 – VT 6,933,000. The annual base salary for positions stationed within CLASS DG.A (Band L) is Grade: DG 2.1 – VT 7,704,000.
- 5.4. A salary increment may be applied to the employee if and only if the employee consistently performs at high level of performance according to the employing body’s standards requirements for 2 years in a row or more.
- 5.5 If a person is to be appointed to a position equivalent to Director General level or an office so determined by the Commission, and if the position does not appear in the Office Designation Table 2.2, the person is to be placed on the minimum salary for CLASS DG.B as set out on Table 4.1.
- 5.6 An employee when acting in the positions as stated in PART 1, paragraphs 1.3, 1.4. and 1.5, shall be paid according to the starting annual salary set for that substantive position.

PART 6 – ALLOWANCES.

6.1 Allowance ceilings

The employing bodies may pay any amount below the following salary related allowances presented in Table 6.1, but not more than the ceiling or maximum amount, to the employees of all positions specified in PART 2, Table 2.2 as CLASS DG.A and CLASS DG.B.

Table 6.1 –Allowances

Allowances	Maximum (Ceiling)/ Monthly (VT)
Housing	80,000
Fuel	0
Child	20,000
Telephone	12,000

6.2. Fuel Allowances

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.

6.3. Government Motor vehicles

The Commission may allocate a government vehicle to the employee to be utilized during the period of employment and in so doing may pay any amount but not more than the maximum fuel allowance as specified in paragraph 6.2.

6.4 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 for any rental fee amount but not more than 150,000vt per month, inclusive of rent tax and in accordance with central 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 80,000 VT as monthly ceiling.

6.5 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 paid promotionally per child, but not be more than the maximum amount specified under Table 6.1.

6.6 Telephone Allowance

The Commission may pay a telephone allowance to the employee at any amount but not more than 12,000vt a month.

6.7 Establishment Benefit

The employee is entitled to one-off establishment benefit not more than twenty-five thousand vatu (25,000vt.), payable at the commencement of 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 to be managed by the Ministry responsible.

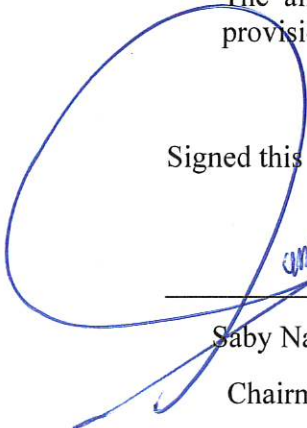
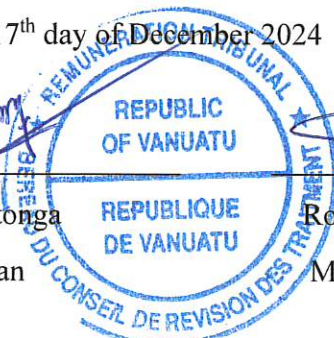
6.8 End of contract entitlements

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 this contract.


6.9 Basic Requirement under Employment Act

The allowances paid must not be less than the required of the employer under the provisions of the Employment Act.


Signed this 17th day of December 2024

Saby Natonga
Chairman



Rosemary Leona
Member



Nigel T. Malosu
Member

Effective as of date of détermination.