

FIRST LEGISLATIVE ASSEMBLY

under the
BRITISH GUIANA (CONSTITUTION) ORDER IN COUNCIL 1961

FIRST SESSION

1961-62

PAYMENT OF REVISED RATES OF SALARIES IN THE PUBLIC SERVICE

Presented by the Minister of Finance to the
Legislative Assembly

February, 1962

INTRODUCTION

Last year Mr. C.W. Guillebaud, C.B.E. was appointed by the Officer Administering the Government to be Chairman of a Salaries Review Commission with the following terms of reference:

"To review wages, salaries and conditions of service in the Public Service and those of teachers in Government and aided Primary Schools and to advise the Governor in Council thereon, making recommendations for regrading where necessary."

In making its review, the Commission was requested to take account of:

- (a) the revenue and expenditure of the Government, including the financing of the Development Programme, and the means available to the Government of increasing its revenues;
- (b) the levels of wages, salaries and conditions of service required in the circumstances of British Guiana to retain the services of qualified and experienced officers of every grade and to attract to the Public Service recruits sufficient in quality and quantity for the country's needs;
- (c) the wages, salaries and conditions of service (including superannuation, pension and other benefits) in comparable occupations in British Guiana; and
- (d) other matters - such as the possibility of increasing efficiency by reorganisation of the Public Service, the growth of the Government's responsibilities and the appropriate size of the Public Service in relation thereto, etc. - that are relevant to the Commission's general task.

The Commission was also asked to review and advise on promotions, methods of representation and negotiation in respect of the British Guiana Police Force.

2. The Report was submitted to the Governor in August, 1961. Since then it has been under close examination by the Government. Staff Associations and Heads of Departments were invited to comment on the recommendations in the Report. These comments have been taken into account in arriving at the conclusions put forward in this Sessional Paper.

3. The Commission recommended improvements in salaries and conditions of employment which it estimated would cost \$2.5 million annually (including the Primary Schools and the Transport and Harbours Department). Subsequent checks by the Ministry of Finance suggest that this is an under-estimate and that the cost of the recommendations is in the neighbourhood of \$2.7 million.

4. The Government is not satisfied that the Commission took adequate account of "the revenue and expenditure of Government, including the financing of the Development Programme, and the means available to the Government of increasing its revenues" or "the growth of the Government's responsibilities and the appropriate size of the Public Service in relation thereto". The Government has nevertheless decided, after discussion with the Staff Associations concerned, to implement the recommendations of the Commission as detailed on pages 53 - 82 of the Report, with the modifications shown in Appendices I to III, on the understanding that there will be further discussions in Whitley Council.

5. The modifications shown in the Appendices will reduce the cost of the revision by about \$200,000 per annum bringing it to the figure of \$2.5 million. The amount now spent on salaries for these services at the 1954 rates is about \$25 million per annum. Adjustments to the salaries of subordinate staff (on "B" and "C" scales up to \$1,512 per annum) to bring them into line with the recent revisions of the Government's wage rates have already added, \$0.5 million per annum. The revised level ("B" and "C" scale adjustments plus Guillebaud recommendations) of salaries proposed is therefore \$3 million per annum higher than the 1954 level - an average increase of 12%. The level of retail prices (as measured by the Consumer Price Index for Urban Working Class Families) has risen by about 10% since 1954. The increase proposed would therefore raise the real level of salaries by 2% on average above the 1954 level.

6. In the same period the level of Government wages rates has been raised by 20½% at the bottom of the wages scale (the wages of the male adult unskilled labourer) falling to 12½% at the top (the highest grade of skilled labour employed by the Government). The Commission has not recommended any further revision of wage rates.

II. SALARIES AND WAGES

7. Superscale Posts

The Commission has stated that "with regard to superscale posts, we have adopted in general, though with a few modifications, the recommendations made two years ago in the Gorsuch Report designed to bring the salaries of the holders of such posts into closer alignment with the salaries of similar posts in other territories, in particular with neighbouring "Trinidad" (paragraph 76). The lowest superscale salary under the recommendations would be F19 - \$5,280 (to replace A11 - \$4,008 to \$4,512 for the Principal Sister Tutor, PHG) and the highest, \$13,920 (new F1 for the Chief Justice). However the average increase on the modified regradings recommended by the Government for the Superscale category is 12%.

8. Other Professional Posts

The standard professional scale (A3: \$3,696 to \$6,720 is to be replaced by a modified A3(\$3,984 to \$7,680) in which will be merged all the subsidiary variant scales A3a, A5, A6, A7, and A8 (which now have lower minima and/or maxima) - on which Masters, Queen's College; Lecturers,

Technical Institute; Mistresses, Bishops' High School; Inspectors of Taxes, Inland Revenue; etc. now fall. In addition it is proposed that Senior Master, Queen's College (F15:) Senior Education Officer (F18:) Senior Mistress, Bishops' High School (F19:) and Senior Inspector of Taxes (A4:) should also be placed on this Scale. All posts requiring professional qualifications would therefore fall on the new A3, except those (medical and dental officers, magistrates, crown counsel) that fall on the higher professional scale (A1:) which is to be revised from \$4,560 - \$6,960 to \$5,280 - \$7,920.

9. Other Administrative Posts

These scales (A12, A7 and A2) have been revised to provide a career for an administrative officer ranging normally from \$3,288 (now \$3,048) to \$7,680 (now \$6,720) i.e. from Administrative Cadet through Administrative Assistant to Assistant Secretary - increases of 8% at the bottom and 14% at the top.

10. Other Technical and Field Posts

On the Commission's proposals the careers open to officers of the Technical Grades will be fully equated with those open to clerical officers (i.e. clerical and executive posts). The career would range from \$1,152 (now \$912) - with, as in the past, the effective commencing point taking account of time spent in training - to a maximum of \$4,848 (now \$3,984 for dispensers (i.e. Chief Dispenser level) and \$4,560 for health inspectors (i.e. County Public Health Inspector grade) - increases of 26% at the bottom to 6 and 21% at the top.

11. Executive and Clerical Posts

The present range of this career is now \$912 to \$4,512 - from Class II Clerk to Chief Clerk. The recommendation is that the minimum be increased to \$1,152 - an increase of 26% and the maximum to \$4,848 (8%).

12. Police and other Uniformed Disciplined Services (Chapter IV)

The Commission points to the evidence (at paragraph 82) that the Police Force is at present an unattractive career; in 1959 and 1960 there were 153 recruits but the total losses in the same period were 224 - 28 retirements, 104 resignations and 92 others who for various reasons ceased to be members of the Force. The Commission's proposals would provide a career, starting as a Constable at \$1,152 and ending as a Deputy or Assistant Superintendent at \$4,800 (revised to \$5,040 by the Government) - the new maximum being somewhat higher than the careers open to the Technical Grades (\$1,152 - \$4,848) and Clerks (\$1,152 - \$4,848).

13. Primary School Teachers

These have been revised by applying the two-increment formula. The average increase is 10%. The cost is slightly higher than the Commission estimated - \$560,000 per annum as compared with the Commission's estimate of \$428,000. The responsibility allowances for Heads, Deputies and Senior Assistants are unchanged. The Commission has also recommended (paragraph 176) the same pension constant (1 and maximum 2 rds) as for Public Officers.
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14. "B" and "C" Scales

The adjustments made to the "B" and "C" scales to the level of the 1954 rate of \$1,512 have been accepted by the Commission without modification, but the Commission has extended the adjustments beyond this level. The increases (two-increment principle) range between 5% and 10%. The overall average

/increase ...

increase (previous adjustments to \$1,512 plus the Guillebaud revision) works out at about 12%. The estimate of the cost is \$70,000 more than the Commission's estimate.

15. Transport and Harbours Department

The modifications in the salaries and salary scales proposed by the Commission for the general service necessitate certain consequential changes in the salaries proposed for the Transport and Harbours Department. The superscale posts have accordingly been revised to bring them into line with similar posts in other departments. It has been agreed that in the case of the other clerks, the two-increment formula should be applied and that further consideration should be given to the revision of the Scales in Whitley Council.

16. Wages

The Commission concluded that since the rates had already been revised and now bear a reasonable relationship with rates prevailing outside the Public Service and no other members of the Public Service (except on lower "B" and "C" scales) have had any increases since 1954, there was no justification with the limited financial resources available, for increasing wage rates beyond the level to which they have been recently raised - 20½% at the bottom of the wages scale falling to 12½% at the top above the 1954 level.

17. Method of Conversion

It is proposed that the method recommended by the Commission in paragraphs 202 - 204 of the Report should be adopted.

18. General

It has been agreed that all the conditions of Service recommended by the Guillebaud Commission which have been varied by the Government will also be referred to the appropriate Whitley Council. Pending the results of discussions in Whitley Council, it has been agreed that conditions of service should be as recommended by the Guillebaud Commission.

19. In accordance with the undertaking already given by the Government, it is proposed that the revised salaries shall take effect from 1st January, 1961.

DECISIONS OF THE GOVERNMENT ON THE "GUILLEBAUD" COMMISSION'S
RECOMMENDATIONS.

(Pages 47 and 53 - 82 of the Report)

PART I - WAGES & SALARIES

The Government has decided to implement the recommendations of the Commission on wages and salaries as detailed on pages 53 - 82 of the Report, subject to the revision of the salaries of certain posts as shown below:-

Posts	Salaries approved by Government	
1. <u>"F" (Super Scale)</u>		
Chief Secretary	12,000	
Attorney General	11,400	
Financial Secretary (Secretary to the Treasury)	10,960	+ Personal All'ce of \$340 to present holder of post.
Chief Medical Officer	10,560	
Puisne Judge	10,560	
Solicitor General	10,320	
Director of Public Works	10,560	
D/Drainage & Irrigation	10,560	
Director of Agriculture	10,560	
Director of Education (Chief Education Officer)	10,320	
Director of Audit	10,320	
D/Posts & Telecommunications	10,080	
Deputy Chief Medical Officer	9,600	+ Personal All'ce of \$480 to present holder of post.
Commissioner of Title	10,080	
Permanent Secretaries	10,080	
Secretary to the Office of the Governor (Governor's Secretary & Clerk Executive Council)	8,400	+ Personal All'ce of \$1,680 p.a. to present holder of post.
Deputy Chief Secretary	9,600	
Commissioner of Police	10,080	
Medical Supt, P.H.G.	9,600	
Principal Medical Officer	9,600	
Senior Surgeon	9,600	
Senior Physician	9,600	
Ophthalmologist	9,600	

Posts	Salaries approved by Government	
Surgeon - E.N.T.	9,600	
Radiologist	9,600	
Venereal Diseases Officer & Dermatologist	9,600	
Senior Tuberculosis Off.	9,600	
Anaesthetist	9,600	
Obstetrician	9,600	
Snr. Govt. Bacteriologist & Pathologist	9,600	
Medical Off. of Health	9,600	
Med. Supt., Leprosy Hosp.	9,600	
Med. Supt., Mental Hosp.	9,600	
Accountant General	9,600	
Conservator of Forests	9,600	
Commissioner of Interior	9,600	
Commissioner of Labour	9,600	
Commr. of Lands & Mines	9,600	
Commr. of Local Govt.	9,600	
D/Geological Surveys	9,600	
Director of Marketing	5280x240 - 7,680	Present holder to remain at \$8,640 and paid in addition a Personal Allowance of \$480 p.a.
Secretary, Public Service Commission	8,640	
Deputy Secretary to the Treasury	9,360	
Deputy D/Agriculture	9,360	
Deputy D/Drainage & Irrigation	9,360	
Deputy D/Public Works	9,360	
Chief Engineer, Roads Division, P.W.D.	9,360	
Deputy Chief Education Officer	8,880	
Deputy Dir./Posts & Telecommunications	8,640	
Principal Auditor	8,640	
Official Receiver, Public Trustee & Crown Solicitor	8,880	

Posts	Salaries approved by the Government
Principal, Queen's College	8,880
Registrar, Supreme Court	8,880
Principal, Govt. Technical Institute	8,880
Physician	8,640
Surgeon	8,640
Ophthalmologist, New Amsterdam Hospital	8,640
Obstetrician/Gynaecologist, N.A. Hospital	8,640
Medical Officer of Health	8,640
Tuberculosis Officer	8,640
Junior Ophthalmologist	8,640
Pathologist - New Amsterdam & Mental Hospitals	8,640
Radiologist	8,640
Director of Civil Aviation	8,640
Commr. for Co-operative Development	8,640
Planning Officer	8,640
Chief Parliamentary Counsel (Senior Legal Draftsman)	9,360
Senior Crown Counsel	8,640
Government Analyst	8,640
Headmistress, Bishop's High School	8,400
Asst. Dir., Public Works	8,400
Chief Architect	8,400
Chief Mech. & Elec. Engineer	8,400
Asst. Dir., Agriculture	8,400
Asst. Dir., Drainage and Irrigation	8,400
Asst. Dir., Education (Asst. Chief Education Officer)	8,160
Clerk of the Legislature	8,160
Deputy Accountant General	8,160
Deputy Con/Forests	8,160
Deputy Commr. of Labour	8,160
Deputy Commr. L. & M.	8,160
Deputy Commr. of Local Govt.	8,160

Posts	Salaries approved by the Government
Deputy Dir., Geological Surveys	8,160
Registrar General	8,400
Housing Administrator	8,160
Principal Asst. Secretary	8,400
Princ. Establishment Off.	8,160
Princ. Personnel Officer	8,160
Chief Information Officer	8,400
Government Statistician	8,400
Registrar, P. H. G.	8,400
Organisation & Methods Off.	8,160
Community Development Officer, Local Government	8,160
Chief Building Officer, Education Department	8,160
Principal, Government Training College	8,160
Deputy Principal, Q.C.	8,160
Deputy Principal, Govt. Technical Institute	8,160
Senior Geologist	8,160
Chemist Petrologist	8,160
Geophysicist Hydrologist	8,160
Asst. Commr. of Police	7,680
Asst. Commr. of Inland Rev.	7,680
Supt. of Surveys	7,680
Government Pharmacist	7,680
Depty Headmistress, B.H.S.	7,680
Principal, Anna Regina Secondary School	7,680
Asst. Secretary (Redesignated Controller of Govt. Printing & Stationery)	7,680
Senior Master, Q.C.	* 3984 x 144 - 4848/5280 x
Deputy Commr. for Co-op.Dev.	7,200 (240 - 6240/x 240)
Asst. Dir., Civil Aviation	7,200 (7680)
Cartographer	7,200
Staff Officer & Adjutant, Volunteer Force	7,200

* See Note at end of next page.

Posts	Salaries approved by the Government
Snr. Supt. of Police	7,200
Principal, Carnegie School of Home Economics	7,200
Senior Education Officer	* 3984 x 144 - 4848//5280 x 240 - 6240//x 240 - 7680
Asst. Dir. of Posts and Telecommunications (In Training)	No change
Senior Mistress, B.H.S.	* 3984 x 144 - 4848/5280x 240 - 6240/x 240 - 7680
Inspector of Mines, Lands and Mines Department	
Education Officer	* 3984 x 144 - 4848//5280 x 240 - 6240//x 240 - 7680
Superintendent of Lands	5040 x 240 - 6240
Master, Govt. Training College (Redesignated Senior Master)	* 3984 x 144 - 4848 / 5280 x 240 - 6240 /x 240 - 7680
Mistress, Govt. Training College (Redesignated Senior Mistress)	
Matron, Public Hospital Georgetown	5,280

* All these posts are to be put on the same scale but different maxima may be fixed according to the qualifications required for and the responsibility of the various posts. Minimum qualifications will also be specified for crossing the bars.

Posts

Salaries approved by the Government

2. "A" Scale	\$
District Commissioner	5280 x 240 - 7920
Self-Help Organiser	No change - present holder to be given 2 increments in present scale.
Senior Information Officer	5040 x 240 - 6240
Chief Probation Officer	5040 x 240 - 6240
Chemist	* 3984 x 144 - 4848// 5280 x 240 - 6240//x 240 - 7680
Agricultural Economist	
Economic Botanist	
Fishery Officer	
Entomologist	
Plant Pathologist	
Veterinary Officer	
Agricultural Officer	
Agricultural Engineer	
Meteorological Officer (In Training)	
Scientific Officer (Analyst Department)	
Engineer, P.W.D., & D.&I. Dept.	
Mechanical Engineer	
Asst. Conservator of Forests	
Mill Manager, Forest Dept.	No change.
Utilisation Officer, Forest Department	No change. (Officer to be given 2 increments in present scale)
Geologist	* 3984 x 144 - 4848// 5280 x 240 - 6240//x 240 - 7680
Hospital Secretary	
Architect	
Quantity Surveyor	
Soil Surveyor	

* All these posts are to be put on the same scale but different maxima may be fixed according to the qualifications required. Minimum qualifications will also be specified for crossing the bars. All allowances e.g. to certain Masters at Queen's College will be abolished.

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Posts

Salaries approved by the Government

Master, Queen's College	}		
Lecturer, Tech. Inst.			
Mistress, (Graduate) B.H.S.		* 3984 x 144 - 4848 //	
Master (Graduate) Tech. Institute		5280 x 240 - 6240 // x	
Master/Mistress (Graduate) Anna Regina Secondary School	}	240 - 7680	
Inspectors of Taxes (including senior Inspectors)			
Asst. Education Officers			See Education Officers
Asst. Master & Assistant Mistress Government Training College (Redesignated Master and Mistress)	}		
Supervisor of Home Economics		* 3984 x 144 - 4848 /	5280 x 240 - 6240 /x 240 - 7680
Health Education Officer		* 3984 x 144 - 4848 /	5280 x 240 - 6240 /x 240 - 7680
Supt. of Police		5040 x 240 - 6480	
Personnel Officer (Post Office)		3984 x 144 - 4848 /	5280 x 240 - 6240 / To cross must possess
Traffic & Transport Officer - Police		5040 x 240 - 6480	(professional qualifications)
Supervisor of Handicraft, Education Department		* 3984 x 144 - 4848 /	5280 x 240 - 6240 x 240 - 7680
Industrial Officer		5280 x 240 - 7680	Future appointees must possess professional qualifications.
Personnel Officer - Medical & P.W.D.		3984 x 144 - 4848 /	5280 x 240 - 6240. To cross bar must possess (professional qualifications.)
Statistical Officer (Redesignated Statistician)		* 3984 x 144 - 4848 /	5280 x 240 - 6240/x
		240 - 7680	

* All these posts are to be put on the same scale but different maxima may be fixed according to the qualifications required for and the responsibility of the various posts. Minimum qualifications will also be specified for crossing the bars. All allowances e.g. to certain masters at Queen's College will be abolished.

Posts

Salaries approved by the Government

Storekeeper, Prisons
Department

Recommendation accepted on
assumption present scale is
A14 and not B6.

Field Technician,
Mosquito Control Service

1152 / 1392 x 120 - -
1872 / 2028 x 132 - 2556.

3. Police and Volunteer Force
(not included in 1 and 2 above)

Deputy Supt. of Police }
Asst. Supt. of Police }

3696 x 144 - 4560 /x
240 - 5040

Volunteer Force

Clerk-Warrant Officer II

Motor Transport Warrant
Officer

2400 x 72 - 2616

Orderly Room Clerk

Armourer

Storeman

Driver-Mechanic

2004 x 132 - 2268 /
2400 / 2532

Arms Cleaner

Caretaker, Drill Hall

Arms Cleaner

1152 / 1392 x 120 - 1872

Range Warden

Posts

Salaries approved by the Government

4. <u>Transport & Harbours Department</u>		
General Manager	10,320	
Traffic Manager	8,640	Professional qualifications required.
Civil Engineer (Dev.)	7200/8400	To cross bar must possess professional qualifications.
Civil Engineer (Rail)		
Harbour Master		
Marine Superintendent		
Chief Pilot	6720	
Mechanical Engineer	3984 x 144 - 4848 /5280 x 240 - 6240 /x 240 - 7680	To cross bar must possess professional qualifications.
Asst. Civil Engineer		
Pilots	4560 x 180 = 5280 /x 240 - 5760	
Shore Captain	3840 x 144 - 4272	
Asst. to Marine Supt.	3840 x 144 - 4272	
Senior Clerks	No change	
Grade I Clerks	No change	
Shore Chief Engineer	2808 x 144 - 3528	
Grade II Clerks	No change	
Supervisor of Guards	No change (Post to be abolished)	
First Class Station Master	2472 x 120 - 2832	
Senior Guard	No change	
Grade III Clerks	No change	
Stenotypists		
Telephone Operators		

Note: Clerks who are recruited in the future will be placed on the same salary scale as those in the Civil Service.

FURTHER DECISIONS BY THE GOVERNMENT ON THE "GUILLEBAUD"
COMMISSION'S RECOMMENDATIONS

Salaries

- (i) Professional Scale 3984 x 144 - 4848//5280 x 240 - 6240
// x 240 - 7680
The Salaries for the various posts on this scale will be determined shortly on the basis stated previously, that is according to qualifications (and also experience) required for and responsibility of the posts.
- (ii) Deputy Chief Secretary - \$10,080 p.a.
- (iii) Personal allowances - as specified previously (2nd release). will be pens'orable.
- (iv) Secretary, Public Service Commission and Principal Personnel Officer - Qualifications for appointment to these posts will be required in future.
- (v) Personnel Officer, Drainage and Irrigation Department - To be on the same scale and under the same conditions as Personnel Officers at Public Works Department, Medical and Post Office.
- (vi) Utilisation Officer - 3984 x 144 - 4848//
5280 x 240 - 6240//
x 240 - 7680
on the conditions applicable to all professional posts.
- (vii) Superintendent of Lands - \$7200
- (viii) Transport and Harbours Department
Pending a final settlement the Clerks of the Transport and Harbours Department will be given increases in salaries equivalent to two increments.
- (ix) Permanent Secretaries and Auditors
That the salaries approved for Permanent Secretaries and the Principal Auditor should be paid with effect from 1st January, 1961. In the case of the Director of Audit, he should be paid at the rate of \$10,080 per annum for the period 1st January to 31st August, 1961.

Additions to Appendix II

(x)	<u>Registrar, Supreme Court</u>	-	\$9,600 p.a.
(xi)	<u>Clerk of the Legislature</u>	-	\$8,400 p.a.
(xii)	<u>Principal Personnel Officer</u>)		
	<u>Principal Establishment Officer</u>)	-	\$8,400 p.a.
	<u>Organisation and Methods Officer</u>)		

FURTHER DECISIONS BY THE GOVERNMENT ON THE "GUILLEBAUD"
COMMISSION'S RECOMMENDATIONS

Police

Constables:

Notwithstanding the fact that the Guillebaud Commission recommended a 21-year salary scale (with service bars amounting to 11 years) for Police Constables, Government has agreed that the following 18-year scale should be adopted -

\$1152//\$1392 x 120 - \$1872 x 132 - \$2532

with one efficiency bar at the end of the first year's service, and with service bars at the points of \$2268 and \$2400 in the scale as follows -

1.	\$1152
2.	1392
3.	1512
4.	1632
5.	1752
6.	1872
7.	2004
8.	2136
9.	2268
10.	2268
11.	2268
12.	2268
13.	2268
14.	2268
15.	2400
16.	2400
17.	2400
18.	2532

- (a) The requirements for the passing of the efficiency bar may be the subject of clarification with, and representation to the Commissioner of Police.
- (b) Credit should be given to Constables in respect of the years they have already "rested" in their existing scales.
- (c) Constables with 15 or more years' service should receive an additional increment for the year 1962.

Inspectors and Chief Inspectors:

The maximum of the salary scale of the Inspector and Chief Inspector grades will be increased by \$120 per annum i.e. to \$3,660 and \$3,840 per annum respectively.

2. All conversions are to be made in accordance with Appendix VI at page 94 of the Guillebaud Report.