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*Government Notice No. 220 of 2019*

**THE EMPLOYMENT RELATIONS ACT**

**Regulations made by the Minister under section 93 of  
the Employment Relations Act.**

1. These regulations may be cited as the Printing Industry (Remuneration) Regulations 2019.
2. In these regulations –
  - “apprentice” means an employee who –
    - (a) is not less than 16 years old;
    - (b) has passed the Certificate of Primary Education Examinations; and
    - (c) is employed solely for the purpose of learning his trade;
  - “archivist” means an employee who does one or more of the following duties –
    - (a) collecting, organising and preserving documents;
    - (b) analysing and preparing brief description of contents of retained documents for reference;
    - (c) undertaking restoration of documents in poor condition;
  - “assistant supervisor” means an employee who –
    - (a) works under the direction of a supervisor; and
    - (b) is responsible for ensuring the proper carrying out of duties by employees under his supervision;
  - “binder/cutter” means an employee who –
    - (a) (i) performs a series of tasks in binding books or other printed materials by hand or machine;

- (ii) sews together signature to form book bodies with sewing machines;
  - (iii) compresses sewn together signatures of book bodies to uniform thickness with smashing machine;
  - (iv) trims books to size with powered cutting machine;
  - (v) inserts each book into machine which rounds backs and forms grooves at back edge in which covers are hinged;
  - (vi) stacks and aligns books and glues super lining and back lining on each book;
  - (vii) glues cover to end sheets and places books in press to dry;
- (b) may be required to –
- (i) fabricate cover for books, cut and trim cover material;
  - (ii) emboss designs and titles on covers and decorate book edges with plain or mixed colours; and
  - (iii) operate various types of machinery connected with binding and cutting of printed materials;

“camera person and plate maker” means an employee who –

- (a) photographs matters to be printed by adjusting camera;
- (b) amounts copy to be printed and illuminates it;
- (c) places fine cross-lined glass screens between film and copy for half-tone printing;
- (d) develops film to obtain negative and examines negative for defects;
- (e) does retouching at film and plate level;

- (f) prepares photo sensitive glass plates; and
- (g) prints negative on plates, etches and retouches metal plates;

“casual employee” means an employee specified in regulation 3(5);

“clerk” –

- (a) means an employee employed for the purpose of performing clerical or similar duties; but
- (b) does not include a receptionist/telephonist, secretary or typist;

“computer to plate operator” means an employee who operates an automatic plate making machine, lays the plate, verifies same with its soft copy before the printing process;

“employee” –

- (a) means any person employed in the printing industry; but
- (b) does not include an employee –
  - (i) whose basic wage or salary is at a rate exceeding 600,000 rupees in a year, except in relation to –
    - (A) Part II of the First Schedule; and
    - (B) sections 5, 26, 32, 33, 34, 49, 50, 52, 53, 54 and Parts VI, VII, VIII and XI of the Workers’ Rights Act 2019;
  - (ii) whose conditions of employment are governed by any other Remuneration Regulations;
  - (iii) employed by a statutory body or local authority, as the case may be, whose conditions of employment are governed by the recommendations made by the Pay

Research Bureau or a salary commission, by whatever name called;

“flexographic machine operator” means an employee who –

- (a) sets and operates, satisfactorily, a machine in which a range of flexible materials in reels, including paper and paper laminates, polyethylene, polypropylene and allied products, cellophane and allied products, laminates of all kinds and aluminium foil, are printed in line;
- (b) cleans inking rollers and replaces them in the machine;
- (c) mounts rubber or photopolymer or any other flexo plate on to plate-cylinders;
- (d) examines plates for defects;
- (e) washes plates when necessary;
- (f) packs back of plate to obtain desired printing thickness;
- (g) sets proper printing tension;
- (h) fills ink ducts and adjusts proper inking of print;
- (i) checks and adjusts ink viscosity;
- (j) checks substrates thickness, width and surface treatment for conformity;
- (k) adjusts proper temperature;
- (l) carries out make-ready;
- (m) starts press;
- (n) ensures that printing proceeds correctly;
- (o) ensures adjusted rewinding;
- (p) keeps records of weight of incoming unprinted reels and of printed outgoing reels; or

(q) performs daily maintenance and cleaning;

“helper or handyperson” –

(a) means an employee who does one or more of the following duties –

(i) helping machine operators;

(ii) attending to the upkeep of machines and the placing of forms on machines;

(iii) assisting employees engaged on the placing or carrying of forms and galleys;

(iv) performing any other work to assist another employee;

(v) manual tasks involving physical effort, but requiring no particular skill, on machine or otherwise;

(vi) running errands; and

(b) includes an attendant;

“layout artist” means an employee who –

(a) prepares designs or layouts for books, magazines, posters, charts and other related processes as per specifications of the clients, or on his own judgment; and

(b) arranges type or illustrations and prepares final copy for printing;

“letter press machine operator” means an employee who –

(a) sets and operates a cylindrical process/plate printing machine;

(b) cleans, fills, places and regulates inking rollers;

(c) locks type on press bed and adjusts printing surface for correct pressure;

- (d) operates machine to obtain proof sheets and corrects surface pressure where necessary;
- (e) sets and adjusts paper guides, paper feeding and counting system and ensures that printing proceeds correctly; and
- (f) performs daily maintenance;

“Mauritius Qualifications Authority” means the Mauritius Qualifications Authority established under section 3 of the Mauritius Qualifications Authority Act;

“offset/lithographic machine operator” means an employee who –

- (a) sets and operates a machine in which separate sheets of paper, tinplate or other materials are printed by roller which obtains an ink impression from engraved lithographic plate;
- (b) cleans inking rollers, adjusts and replaces them on machines;
- (c) examines plates for defects;
- (d) washes plate to remove protective coating and makes surface more ink-attracting;
- (e) packs back of plate with tissue paper to obtain desired printing thickness;
- (f) clamps plate in position on cylinder, adjusting it for correct tension;
- (g) inserts packing under rubber blanket until correct diameter is obtained for impression;
- (h) fills ink fountain and regulates flow of ink on inking rollers;

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- (i) adjusts space between cylinders according to thickness of sheets to be printed and sets damping rollers to deliver ink and water balance on the plate cylinder;
  - (j) runs off several proof sheets and makes further adjustments if necessary;
  - (k) sets and adjusts paper guides and checks paper feed;
  - (l) starts press and ensures that printing proceeds correctly;
  - (m) mixes ink and adjusts machine for numbering and perforating; or
  - (n) performs daily maintenance;

“photo engraver” means an employee who –

- (a) prepares metal printing plates by photogravure process;
- (b) photographs copy of matter to be printed;
- (c) develops films and retouches negative if necessary;
- (d) prints negative on metal plate;
- (e) etches metal plate with acid;
- (f) retouches plate;
- (g) mounts plates on wooden blocks; and
- (h) may be required to make proof from finished plate;

“photo-type setter” means an employee who –

- (a) operates keyboard of machine which reproduces letters on film or sensitised paper for eventual reproduction on printing plates;
- (b) places unexposed film on sensitised paper in photographic element of machine;

- (c) examines layout copy for typographical indications, such as spacing type-faces and length of lines;
- (d) starts machine and sets dial according to typographical instructions on layout copy;
- (e) reads copy and depresses keys and keyboard to reproduce required letters on film or sensitised paper;
- (f) manipulates machine controls as necessary to change type, size and spacing, adjusts camera light and eliminates incorrect lines;
- (g) removes container with exposed film or sensitised paper or completion of operation and sends it to developing room; or
- (h) works on numerical control phototype setting machine;

“printing industry” –

- (a) means the industry relating to the printing of texts and illustrations on paper, metal, cloth or other materials; and
- (b) includes –
  - (i) the binding of texts and illustrations and other related tasks;
  - (ii) the production of newspapers and periodicals;

“proof reader” means an employee who does either or both of the following duties –

- (a) comparing printers’ proofs with original copies and marking errors for correction;
- (b) reading proof against copy and marking errors by means of a standardised code and returning marked proof for correction of type;



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“quality controller” means an employee who is responsible for checking the quality of work ranging from printing to finishing, packing and labelling and who ensures that output corresponds to requirements of clients;

“reasonable business grounds” means –

- (a) inability or impracticability to reorganise working arrangements of existing employees;
- (b) a detrimental effect on the ability to meet customers’ demand;

“secretary or receptionist/telephonist” means an employee who performs one or more of the following duties –

- (a) operating a telephone switchboard;
- (b) dealing with telephone enquiries;
- (c) receiving, recording and passing on telephone messages;
- (d) greeting callers and ascertaining wants;
- (e) supplying information to callers and directing them to persons called upon;
- (f) keeping record of callers;

“store attendant” means an employee who is employed in stores and is required to clean the stores, carry and deliver goods and perform other ancillary duties;

“storekeeper” means an employee who is responsible for the procurement, receipt, custody and issue of goods, tools, equipment and materials in a store and the keeping of records thereof;

“supervisor” means a person who is in charge of a group of employees and responsible for ensuring the proper carrying out of their duties;

“typist” means a person who –

- (a) types letters, memoranda, and similar matter according to written, dictated or other information; or
- (b) makes type written copies of existing records;

“varnishing machine operator” means an employee who performs one or more of the following duties –

- (a) setting and operating a varnishing machine;
- (b) feeding the varnishing machine with paper and board and filling the varnishing tank;
- (c) checking at intervals the print quality and the viscosity of the varnish;
- (d) submitting daily production time sheet to the supervisor;
- (e) repairing or changing conveyor transport belt when damaged;
- (f) changing application of intermediate rollers;
- (g) ensuring that varnishing proceeds correctly;
- (h) cleaning and performing daily maintenance of the varnishing machine;

“watchperson” means an employee who performs one or more of the following duties –

- (a) keeping watch over premises and property;
- (b) making periodic inspection tours in respect of buildings and grounds and recording such entries as required;

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- (c) keeping watch for suspicious persons and activities.
3. (1) Subject to the other provisions of this regulation and to regulation 7, an employee shall be –
- (a) governed by the conditions of employment specified in –
    - (i) the Workers’ Rights Act 2019; and
    - (ii) the First Schedule; and
  - (b) remunerated at the rates specified in the Second Schedule.
- (2) Where the conditions of employment in the Workers’ Rights Act 2019 are different from those in the First Schedule, the conditions specified in the First Schedule shall prevail.
- (3) Where a scale of wages applies to an employee specified in the Second Schedule, he shall be entitled to –
- (a) the initial wages specified in the scale which applies to him; and
  - (b) one increment for each completed year of service he reckons with his employer, other than as an apprentice, until he reaches the top wages of the scale corresponding to the category applicable to him.
- (4) The rates specified in the Second Schedule include –
- (a) the appropriate national minimum wage payable under the National Minimum Wage Regulations 2017; and
  - (b) the additional remunerations payable under the Additional Remuneration and Other Allowances

(2018) Act 2017 and the Additional Remuneration and Other Allowances (2019) Act 2018.

(5) (a) An employer may engage an employee on a casual basis for a period which shall not exceed 3 months in aggregate over a period of 12 consecutive months.

(b) The wages payable to the casual employee shall be computed on a daily basis.

(c) Where, at the end of the period of 3 months, the casual employee remains in the employment of the same employer, that employer shall employ the employee on a permanent basis in the appropriate category.

(d) Where the casual employee remains in continuous employment with the same employer for not less than 4 weeks, the employee shall be entitled to not less than one week's notice of termination of employment.

(6) Where an apprentice completes 4 years' service with an employer, or successfully completes his apprenticeship at the Mauritius Institute of Training and Development or any other training institution registered and accredited with the Mauritius Qualifications Authority, whichever is earlier, the apprentice shall be employed in the appropriate category in which he has served as apprentice.

(7) Where an employer who does not employ a mechanic on a permanent basis, requires a machine operator who has experience in mechanics, to be in charge of a very highly automatic printing machine, the employee shall receive an allowance of 10 per cent of his basic wage in addition to his normal wages.

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4. Every employee shall be entitled to a rest of not less than 11 consecutive hours in any day.
  5. Where an employer employs more than one watchperson, the terms and conditions of employment of the watchpersons shall be governed by the Private Security Services Employees (Remuneration) Regulations 2019.
  6. Notwithstanding paragraph 2(1) and (3) of the First Schedule, for the period ending 31 December 2019 –
    - (a) the normal working week for a watchperson, shall consist of 72 hours' work, made up of 6 days of 12 hours, including time allowed for meal and tea breaks; and
    - (b) the watchperson referred to in paragraph (a) shall be remunerated at one and a half times the basic rate for every additional hour of work after the performance of 12 hours' work in every day.
  7. Nothing in these regulations shall –
    - (a) prevent an employer from –
      - (i) providing an employee with conditions of employment which are more favourable than those specified in the First Schedule; or
      - (ii) remunerating the employee at a rate higher than that specified in the Second Schedule.
    - (b) authorise an employer to –
      - (i) reduce the wages of an employee; or
      - (ii) subject to section 57 of the Employment Relations Act, alter the conditions of employment of the employee so as to make them less favourable.

8. The Printing Industry (Remuneration) Regulations 2014 are revoked.
9. These regulations shall come into operation on 24 October 2019.

Made by the Minister on 11 October 2019.

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**FIRST SCHEDULE**  
[Regulations 2, 3, 6 and 7]

**CONDITIONS OF EMPLOYMENT**  
**PART I – GENERAL CONDITIONS**

**1. Normal working hours**

(1) A normal working week for an employee, other than a watchperson, shall consist of 45 hours.

(2) Every employer may operate his enterprise 24 hours daily on an 8-hour shift system.

(3) An employee may be required to work on a shift system as follows –

- (a) the first shift to be performed between 6 a.m. and 5 p.m.;
- (b) the second shift to be performed between 3 p.m. and midnight; and
- (c) the third shift to be performed between 8 p.m. and 6 a.m..

(4) An employer shall not, without an employee's consent, require the employee performing on a shift to –

- (a) work on more than 8 hours in a day;
- (b) work during the second or third shift on more than 3 consecutive days.

(5) Every employee shall be paid an allowance of 20 per cent of his basic wages in addition to his normal day's wage for work performed during the second or third shift.

(6) Where no shift system is in operation, the normal working hours shall be –

- (a) 8 hours on 5 days of the week to be performed between 6 a.m. and 5 p.m.; and
- (b) 5 hours on one day of the week to be performed between 6 a.m. and 1 p.m..

(7) (a) The hours of work specified in this paragraph shall be exclusive of one hour allowed for a meal break.

(b) Every employee shall be entitled, during the normal working hours, to 15 minutes for a tea break with pay.

(8) An employee may be required to work on a public holiday.

(9) Where an employee who has completed a normal day's work is required to work on a subsequent shift immediately following his normal day's work, the employee shall, during the first hour's work on the subsequent shift, be provided with light refreshments.

## **2. Provisions applicable specifically to watchperson**

(1) The normal working week for a watchperson shall consist of 48 hours' work, made up of 6 days of 8 hours on any working day, whether or not a public holiday, including time allowed for meal and tea breaks.

(2) Except where his services are required in special circumstances, a watchperson shall be entitled to one rest day in any working week, and the rest day shall, at least twice a month, be a Sunday.

(3) Subject to subparagraph (4), a watchperson who –

- (a) works on a public holiday, shall be remunerated –



- (i) for the first 8 hours, at twice the basic rate; and
  - (ii) thereafter, at 3 times the basic rate,
- for each hour of work;

- (b) performs more than 48 hours or such lesser stipulated number of hours in any week, not being hours of work referred to in subparagraph (a), shall be remunerated at one and a half times the basic rate for every additional hour of work.

(4) For the purpose of computation of extra work, any authorised leave, including injury leave shall be deemed to constitute attendance at work.

(5) (a) Every watchperson shall be entitled to a normal day's pay in respect of every public holiday, other than a Sunday, that occurs on any of his normal working days.

(b) Where a watchperson is required to work on a public holiday, other than a Sunday, he shall be paid, in addition to the normal day's pay provided for under sub subparagraph (a), any remuneration due under subparagraph (3).

(c) Any agreement by a watchperson, other than a collective agreement under section 57 of the Employment Relations Act, to relinquish his right to a paid public holiday or to forego such leave shall be null and void.

### **3. Wedding allowance**

Where an employee remains in continuous employment with the same employer for a period of 12 consecutive months, the employee shall be entitled to the payment of an allowance equivalent to 10

days of his basic wages on the occasion of his first civil or religious marriage.

#### **4. Minimum establishment**

(1) Where an employer has 7 or more employees in his employment, the employer shall employ at least one supervisor.

(2) Where an employer employs 15 or more employees, the employer shall employ, in addition to any supervisor employed under subparagraph (1), at least one assistant supervisor for each group of 15 employees.

(3) Where an employer employs 4 or more employees, excluding apprentices or helpers, the employer shall not employ more than one apprentice for each group of 4 employees.

(4) For the purpose of computing the number of employees in subparagraphs (1) to (3), an employer who is also an employee shall be excluded.

#### **5. Vacation leave**

(1) Subject to subparagraphs (2) and (3), an employee, other than a migrant employee, who remains in continuous employment with the same employer for a period of at least 5 consecutive years shall be entitled to a vacation leave of not more than 30 days, whether taken consecutively or otherwise, for every period of 5 consecutive years, to be spent abroad, locally or partly abroad and partly locally.

(2) Subject to subparagraph (8), any subsequent eligibility period of 5 consecutive years shall be computed after the employee resumes work after the vacation leave under subparagraph (1).

(3) Where an employee would have been eligible to take vacation leave under the revoked Printing Industry (Remuneration)

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Regulations 2014 prior to, or within a period of less than 5 years from, 24 October 2019, the employee shall, on completion of the prescribed period in the revoked regulations, be entitled to the vacation leave under subparagraph (1).

(4) The vacation leave shall be –

- (a) for a period of not less than 6 consecutive days; and
- (b) with pay and such pay shall, in case the employee opts to spend the leave wholly or partly abroad, be effected at least 7 working days before the employee proceeds abroad.

(5) The vacation leave shall be deemed to constitute attendance at work and shall not be cumulative.

(6) An employee shall, except in exceptional circumstances, give not less than 3 months' notice when applying for the vacation leave and the employer shall, subject to reasonable business grounds, accede to the application.

(7) Where an employer cannot, on reasonable business grounds, accede to the request of an employee under subparagraph (6) –

- (a) the employee and the employer may agree on another period when the vacation leave is to be taken; or
- (b) in default of an agreement, the employer shall pay to the employee a normal day's wage in respect of each day's leave applied for and such payment shall be effected in the month in which the leave was due to start.

(8) Where an employee is paid wages in lieu of the vacation leave under subparagraph (7), any subsequent eligibility period of 5 consecutive years shall be computed as from the date of payment of the leave.

## **PART II – HEALTH AND SAFETY CONDITIONS**

### **6. Uniforms and protective equipment**

(1) Every employer shall provide –

- (a) a pair of leather or latex gloves, whichever is appropriate, to every employee;
- (b) suitable hearing protection to every employee who attends an automatic press or who is directly or indirectly exposed to noise;
- (c) 2 overalls or 2 uniforms, and, wherever appropriate 2 aprons, to every employee.

(2) The uniforms and protective equipment provided under subparagraph (1) shall be –

- (a) first issued on assumption of duty by the employee; and
- (b) renewed as and when they become unserviceable, except for the items specified in subparagraph (1)(c) which shall be renewed by 31 May at latest every year.

(3) The uniforms and protective equipment provided under subparagraph (1) shall remain the property of the employer.

(4) The uniforms and protective equipment specified in subparagraph (1) shall be provided in addition to any protective equipment provided under the Occupational Safety and Health Act.

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## **7. Medical facilities**

(1) Every employer shall –

- (a) cause an employee who is directly or indirectly exposed to noise, dust and chemical or noxious substances to undergo, at the expense of the employer, a complete medical examination, including an eye and ear test every 6 months; and
- (b) make necessary arrangements for the release of the employee to attend the medical examination.

(2) Every employee who attends a medical examination under this paragraph shall be entitled to the refund of transport expenses incurred in relation to the medical examination.

(3) An employer shall not make any deduction from the remuneration of the employee in respect of the release granted for the medical examination.

(4) Where, in the course of the medical examination, a medical practitioner detects any work-related health problem which, in his opinion, necessitates further medical examination or treatment, the medical practitioner may refer the employee to a medical institution for appropriate investigations and all the corresponding expenses shall be borne by the employer.

(5) Every employee shall be provided, where required, with glasses at the expense of the employer.

## **8. Issue of milk**

Every employer shall provide to every employee who is directly or indirectly exposed to noxious substances with 750 ml of milk on

every day on which the employee attends work and works at his trade.

### **9. Washing facilities**

(1) Every place of work shall remain open for half an hour after the normal working hours to enable employees to wash up and dress.

(2) Every employee exposed to dust, ink or any other similar substances shall be provided with –

- (a) 2 towels every 6 months; and
- (b) one toilet soap every month,

the first towel and soap to be provided on assumption of duty by the employee.

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**SECOND SCHEDULE**  
[Regulations 3 and 7)]

Category of employee	Year of service	Monthly basic wages (Rs)
Supervisor		18,570
Assistant Supervisor		17,875
Machine Operator/Operator		17,605
Quality Controller/Checker		16,672
Archivist		15,253
Layout Artist	1st year	12,636
	2nd year	12,896
	3rd year	13,155
	4th year	13,414
	5th year	13,673
	6th year	13,933
	7th year	14,192
	8th year	14,451
	9th year	14,710
	10th year & thereafter	14,970
Proof Reader	1st year	12,376
	2nd year	12,635
	3rd year	12,895
	4th year	13,154
	5th year	13,413
	6th year	13,672
	7th year	13,932
	8th year	14,191
	9th year	14,450

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	10th year & thereafter	14,709
Cameraperson/Platemaker, Photoengraver/Photo-type Setter, Computer to Plate Operator	1st year	11,977
	2nd year	12,210
	3rd year	12,469
	4th year	12,729
	5th year	12,988
	6th year	13,247
	7th year	13,506
	8th year	13,766
	9th year	14,025
	10th year & thereafter	14,284
Assistant Machine Operator		13,210
Binder/Cutter	1st year	10,690
	2nd year	10,898
	3rd year	11,105
	4th year	11,213
	5th year	11,446
	6th year	11,679
	7th year	11,912
	8th year	12,146
	9th year	12,405
	10th year & thereafter	12,664



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Handyperson, Helper	1st year	9,610
	2nd year	9,785
	3rd year	9,960
	4th year	10,135
	5th year & thereafter	10,340
Apprentice	1st year	9,810
	2nd year	9,985
	3rd year	10,160
	4th year	10,366
Clerk, Receptionist/Telephonist, Typist, Secretary	1st year	10,990
	2nd year	11,197
	3rd year	11,331
	4th year	11,564
	5th year	11,797
	6th year	12,031
	7th year	12,264
	8th year	12,523
	9th year	12,783
	10th year & thereafter	13,042
Storekeeper	1st year	11,378
	2nd year	11,612
	3rd year	11,845
	4th year	12,078
	5th year	12,312
	6th year	12,571

	7th year	12,830
	8th year	13,089
	9th year	13,349
	10th year & thereafter	13,608
Store Attendant	1st Year	10,010
	2nd year	10,185
	3rd year	10,392
	4th year	10,599
	5th year & thereafter	10,806
Watchperson	1st year	9,515
	2nd year	9,690
	3rd year	9,865
	4th year	10,040
	5th year & thereafter	10,215

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