

**APPENDIX 23: APPROVED AND COSTED ESTABLISHMENT ANALYSIS FOR MINISTRY OF LOCAL GOVERNMENT**

<b>Post</b>	<b>Salary Scale</b>	<b>Approved Establishment</b>	<b>Basic Salary</b>	<b>Approved Annual Salary</b>
<b>Finance and Administration</b>				
Permanent Secretary	U1S	<b>1</b>	3,768,835	45,226,020
Under Secretary	U1SE	<b>1</b>	1,859,451	22,313,412
Assistant Commissioner, Information Management	U1E	<b>1</b>	1,700,392	20,404,704
Principal Assistant Secretary	U2L	<b>1</b>	1,247,467	14,969,604
Principal Information Management Office	U2L	<b>1</b>	1,247,467	14,969,604
Principal Accountant	U2U	<b>1</b>	1,478,401	17,740,812
Principal Personal Secretary	U2L	<b>1</b>	1,247,467	14,969,604
Senior Communications Officer	U3L	<b>1</b>	933,461	11,201,532
Senior Systems Administrator (Has been Senior Information Scientist)	U3SC	<b>1</b>	1,286,135	15,433,620
Senior Database Administrator	U3SC	<b>1</b>	1,286,135	15,433,620
Senior Assistant Secretary	U3L	<b>3</b>	933,461	33,604,596
Senior Accountant	U3U	<b>1</b>	1,046,396	12,556,752
Senior Personal Secretary	U3L	<b>2</b>	933,461	22,403,064
ICT Officer Systems Maintenance (Has been Information Scientist)	U4SC	<b>1</b>	1,175,632	14,107,584

Communications Officer	U4L	<b>1</b>	723,868	8,686,416
Senior Principal Stores Assistant	U4L	<b>1</b>	723,868	8,686,416
Assistant Secretary	U4L	<b>2</b>	723,868	17,372,832
Principal Accounts Assistant/Accountant	U4U	<b>2</b>	876,222	21,029,328
Personal Secretary	U4L	<b>1</b>	723,868	8,686,416
Senior Office Supervisor	U5U	<b>1</b>	528,588	6,343,056
Senior Accounts Assistant	U5U	<b>2</b>	528,588	12,686,112
Stenographer Secretary	U5L	<b>2</b>	462,852	11,108,448
Office Supervisor	U6L	<b>1</b>	405,239	4,862,868
Telephone Operator (Replacing Radio Call Operator under District Inspection)	U6L	<b>1</b>	405,239	4,862,868
Accounts Assistant	U7U	<b>2</b>	343,792	8,251,008
Office Attendant	U8U	<b>5</b>	221,997	13,319,820
Driver	U8U	<b>4</b>	221,997	10,655,856
Guard (Askari)	U8L	<b>4</b>	200,296	9,614,208
		<b>46</b>		<b>421,500,180</b>
<b>Human Resource Management Division</b>				
Commissioner Human Resource	<b>UISE</b>	<b>1</b>	1,859,451	22,313,412
Assistant Commissioner Human Resource	U1E	<b>1</b>	1,657,677	19,892,124

Principal Human Resource Officer	U2L	<b>1</b>	1,235,852	14,830,224
Senior Human Resource Officer	U3L	<b>1</b>	933,461	11,201,532
Records Officer	U4L	<b>1</b>	723,868	8,686,416
Human Resource Officer	U4L	<b>2</b>	723,868	17,372,832
Stenographer Secretary	U5L	<b>1</b>	462,852	5,554,224
Assistant Records Officer	U5L	<b>1</b>	462,852	5,554,224
Senior Records Assistant	U6L	<b>1</b>	405,239	4,862,868
Records Assistant	U7U	<b>1</b>	343,792	4,125,504
Office Attendant	U8U	<b>1</b>	221,997	2,663,964
Driver	U8U	<b>1</b>	221,997	2,663,964
		<b>12</b>		<b>97,407,876</b>
<b>Policy and Planning Department</b>				
Commissioner	U1E	<b>1</b>	1,859,451	22,313,412
Assistant Commissioner Planning	U1E	<b>1</b>	1,700,392	20,404,704
Principal Planner (Has been Principal Economist)	U2U	<b>1</b>	1,345,330	16,143,960
Principal Policy Analyst	U2U	<b>1</b>	1,345,330	16,143,960
Senior Planner (Has been Senior Economist)	U3U	<b>2</b>	1,046,396	25,113,504
Senior Policy Analyst	U3U	<b>4</b>	1,046,396	50,227,008

Stenographer Secretary	U5L	1	462,852	5,554,224
Office Attendant	U8U	1	221,997	2,663,964
Driver	U8U	1	221,997	2,663,964
		<b>13</b>		<b>161,228,700</b>
<b>Office of the Director Local Government Administration</b>				
Director	U1SE	1	2,369,300	28,431,600
Personal Secretary	U4L	1	723,868	8,686,416
Office Attendant	U8U	1	221,997	2,663,964
Driver	U8U	1	221,997	2,663,964
		<b>4</b>		<b>42,445,944</b>
<b>District Administration Department</b>				
Commissioner	U1SE	1	1,859,451	22,313,412
Assistant Commissioner	U1E	1	1,657,677	19,892,124
Principal District Support Officer (Has been Principal Asst Secretary)	U2L	4	1,247,467	59,878,416
Senior District Support Officer (Has been SAS)	U3L	4	933,461	44,806,128
District Support Officer (Has been Assistant Secretary)	U4L	0	723,868	0
Personal Secretary	U4L	1	723,868	8,686,416
Stenographer Secretary	U5L	1	462,852	5,554,224

Office Attendant	U8U	<b>3</b>	221,997	7,991,892
Driver	U8U	<b>2</b>	221,997	5,327,928
		<b>17</b>		<b>174,450,540</b>
<b>Urban Administration Department</b>				
Commissioner	U1SE	<b>1</b>	1,859,451	22,313,412
Assistant Commissioner	U1E	<b>1</b>	1,657,677	19,892,124
Principal Urban Officer	U2L	<b>5</b>	1,247,467	74,848,020
Senior Urban Officer	U3L	<b>4</b>	933,461	44,806,128
Urban Officer	U4L	<b>0</b>	723,868	0
Personal Secretary	U4L	<b>1</b>	723,868	8,686,416
Pool Stenographer	U6U	<b>1</b>	426,265	5,115,180
Office Attendant	U8U	<b>1</b>	221,997	2,663,964
Driver	U8U	<b>3</b>	221,997	7,991,892
		<b>17</b>		<b>535,218,216</b>
<b>Office of Director Local Government Development</b>				
Director	U1SE	<b>1</b>	2,369,300	28,431,600
Personal Secretary	U4L	<b>1</b>	723,868	8,686,416

Office Attendant	U8U	1	221,997	2,663,964
Driver	U8U	1	221,997	2,663,964
		4		<b>42,445,944</b>
<b>Local Councils Research and Development Department</b>				
Commissioner	U1SE	1	1,859,451	22,313,412
Assistant Commissioner	U1E	2	1,657,677	39,784,248
Principal Research and Development Officer (Has been Principal Research Officer)	U2SC	2	1,486,436	35,674,464
Principal Research Officer- Legal	U2SC	1	1,486,436	17,837,232
Senior Research and Development Officer (Has been Senior Research Officer)	U3SC	2	1,286,135	30,867,240
Senior Research Officer - Legal	U3SC	2	1,286,135	30,867,240
Research officer Compliance	U4SC	1	1,175,632	14,107,584
Personal Secretary	U4L	1	723,868	8,686,416
Assistant Research Officer- compliance	U5SC	1	699,889	8,398,668
Stenographer Secretary	U5L	1	462,852	5,554,224
Office Attendant	U8U	2	221,997	5,327,928
Driver	U8U	3	221,997	7,991,892
		<b>19</b>		<b>227,410,548</b>

<b>Local Economic Development Department</b>				
Commissioner	U1SE	1	1,859,451	22,313,412
Assistant Commissioner	U1E	1	1,657,677	19,892,124
Principal Development Officer	U2L	2	1,247,467	29,939,208
Senior Development Officer	U3L	2	933,461	22,403,064
Personal Secretary	U4L	1	723,868	8,686,416
Stenographer Secretary	U5L	1	462,852	5,554,224
Office Attendant	U8U	2	221,997	5,327,928
Driver	U8U	2	221,997	5,327,928
		12		119,444,304
<b>Office of the Director Local Government Inspection</b>				
Director	U1SE	1	2,369,300	28,431,600
Personal Secretary	U4L	1	723,868	8,686,416
Office Attendant	U8U	1	221,997	2,663,964
Driver	U8U	1	221,997	2,663,964
		4		42,445,944
<b>District Inspection Department</b>				

Commissioner	U1SE	1	1,859,451	22,313,412
Assistant Commissioner	U1E	1	1,657,677	19,892,124
Principal Inspector	U2L	12	1,247,467	179,635,248
Principal Systems Analyst (Has been in Urban Inspection)	U2U	1	1,486,436	17,837,232
Senior Inspector	U3L	8	933,461	89,612,256
Personal Secretary	U4L	1	723,868	8,686,416
Stenographer Secretary	U5L	1	462,852	5,554,224
Office Attendant	U8U	2	221,997	5,327,928
Driver	U8U	4	221,997	10,655,856
		31		359,514,696
<b>Urban Inspection Department</b>				
Commissioner	U1E	1	1,859,451	22,313,412
Assistant Commissioner	U1E	1	1,657,677	19,892,124
Principal Inspector	U2L	3	1,247,467	44,908,812
Principal Systems Analyst	U2U	1	1,486,436	17,837,232
Senior Inspector	U3L	8	933,461	89,612,256
Senior Systems Analyst	U3U	1	1,046,396	12,556,752

Systems Analyst	U4U	0	876,222	0
Inspector	U4L	0	723,868	0
Personal Secretary	U4L	1	723,868	8,686,416
Stenographer Secretary	U5L	1	462,852	5,554,224
Office Typist	U7U	1	343,792	4,125,504
Office Attendant	U8U	2	221,987	5,327,688
Driver	U8U	4	221,987	10,655,376
		<b>24</b>		<b>241,469,796</b>
<b>Procurement and Disposal Unit</b>				
Principal Procurement Officer	U2U	1	1,486,436	17,837,232
Senior Procurement Officer	U3U	1	1,046,396	12,556,752
Procurement Officer	U4U	1	876,222	10,514,664
Stenographer Secretary	U5L	1	462,852	5,554,224
Office Attendant	U8U	1	221,997	2,663,964
Driver	U8U	1	221,997	2,663,964
		<b>6</b>		<b>51,790,800</b>
<b>Management Services Unit</b>				
Assistant Commissioner, Management Services	U1E	1	1,657,677	19,892,124

Senior Management Analyst	U3L	1	807,993	9,695,916
Stenographer Secretary	U5L	1	462,852	5,554,224
Office Attendant	U8U	1	221,997	2,663,964
Driver	U8U	1	221,997	2,663,964
		5		40,470,192
<b>Internal Audit Unit</b>				
Principal Internal Auditor	U2U	1	1,345,330	16,143,960
Senior Internal Auditor	U3U	1	1,046,396	12,556,752
Internal Auditor	U4U	1	876,222	10,514,664
		3		39,215,376
<b>TOTALS</b>		<b>217</b>		<b>2,596,459,056</b>
<b>Comments:</b>				
	<b>No.</b>			
Old posts	165			
New posts	<b>217</b>			
Difference	<b>52</b>			

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