



"RISE UP, STEP UP, SPEAK

OUR VOICE

OUR VOICE is a monthly newsletter of the Department of Personnel Management Volume 3, Issue 7

IMPLEMENTATION OF 3% PAY AWARD

The 120, 000 public servants on payroll will be divided into 3 groups for the implementation of the 3% pay rise which will commence in pay 13 of this year said Public Service Minister Elias Kapavore.

In order to manage the cash flow all public employees in their many different organizations will be paid through Government payrolls in three groups, namely:

Group 1: *All Teachers;*

Group 2: *All disciplined services, law and justice sector and revenue raising agencies;*

Group 3: *All health workers, remaining public servants and other agencies*

National Executive Council has directed the Treasury Depart-

ment to provide funding for the public sector pay awards with annual increase of 3 percent each year from 2017 – 2019.

The 2017 3% pay rise for Group 1 teachers will be paid commencing in Pay No. 13 through to Pay No. 16, together with back pay from 1st January 2017 divided and paid in separate quarterly amounts; Group 2 will be paid in a similar manner commencing in Pay No. 17 through to Pay No. 18; and Group 3 will be completed by Pay No. 22.

The same process above will be repeated for the 2018 back pay for all respective Groups in the same manner after completion of all 2017 back pay. That is, the teachers to go first, the disciplined forces, law and justice sector and revenue raising

agencies, the health workers, remaining public servants and other agencies.

The delay in implementing this agreement was due to the severe cash flow restrictions over the past two years as well as the recent earthquake emergency which must be funded first.

The Minister said that a solution has now been found and that the new rates for 2017 and 2018 with back pay will be progressively implemented throughout the balance of 2017. He further acknowledges the public sector unions for their understanding and patience on behalf of their members in the delayed implementation of their awards.

Minister Kapavore also requested all agency heads and



**Public Service Minister
Hon. Elias Kapavore.**

public employees to adhere to the cost saving measures imposed by the Government. Moreover, people deserve value for money and public servants are expected to "give a full day's work for a full day's pay". Agency heads are accountable for the attendance and performance of their staff and are expected to enforce this contractual provision.

Special points of interest:

- **Public servants orientated into DWU to study the public administration programs...**
- **UPNG Vice Chancellors lecture series provides forum for discussion...**
- **Implementation of the 3% pay award for public servants...**

CORPORATE PLAN REVIEW

This year marks the last year of the Corporate Plan 2016-2018 for the Department of Personnel Management and review workshops are spearheaded by the Corporate Planning Branch

to ensure that guidelines and targets enshrined in the corporate plan are achieved.

Over a 3-day period managers and staff of all divisions in the department did

SWOT analysis of the Corporate Plan according to their respective divisions and how the corporate plan has guided them over the last three years.

This review is the first

PERFORMANCE MANAGEMENT SYSTEM

In this day and age where technology plays an important role in every aspect, government must pick up pace and flow with the time and one way is through the Performance Management System, a web based system that was created by Papua New Guineans



Mr Diki Saia and his officer Miss Charlene Vere presenting PMS to DPM staff.

to assist in monitoring the perfor-

mance of agency heads in the public sector.

The system is aimed at making departmental heads, provincial administrators and chief executive officers in the public sector held accountable for their performance whilst in office and so far this system has been rolled out to East New Britain Provincial Administration, Cocoa Board, Department of Works and Implementation, East New Britain Governor's Office, Department of Personnel Management Executive Resourcing Service Wing and Public Service Minister's Support Staff.

Some issues identified during the roll-out exercise were agency heads were not aware of the PMS

requirements, incorrect and confusion of the Key Result Areas (KRAs) and Key Performance Indicators (KPIs), agencies internal resourcing of PMS, connectivity problem with Telikom and Digicel networks and unavailability of dedicated staff in agencies to input data into PMS. Despite those issues, all agencies that were given the access showed keen interest because they have data but did not have the system to utilize the data. Funding is the major issue that is slowing down the roll-out progress and efforts are made to secure funding but if worse comes to worst PMS will be delivered on a cost sharing basis with the client agencies.

PS ORIENTATED INTO DWU TO STUDY

Following the Memorandum of Agreement (MOA) signing between the Department of Personnel Management and the Divine Word University recently, cohort 4 of the Bachelors in Public Administration and the Masters in Public Administration have commenced classes on 9th July 2018. DPM coordinating team under the leadership of Mr Rick Kogen ensured that all processes are followed in getting the successful applicants registered right down to the conditions of their living quarters.

DPM acting secretary Ms Taies Sansan was accompanied by Exec-

utive Manager – Workforce, Policy, Research and Staff Development division Ms Ida Yuki to officiate at the orientation and launching of the program.

Ms Sansan thanked the university and the coordinating team for putting this orientation program together and stressed the expectation of DPM on behalf of the government that since all costs are met by the government, all students under this program must commit themselves by completing all given assignments and exams to successfully completing the program.

Ms Sansan encouraged the partic-

ipants to uphold the Public Service Code of Business Ethics and Conduct and respect the rules of the university while on campus. Ms Yuki reiterated that all participants must see themselves as students and abide by the rules of the university and not to wear the cap of their job titles whilst on campus.

The coordinating team also collected information on the previous three cohorts which will assist the team to prepare an evaluation report on the impact of the program, since commencement in 2011.

STAFF MUST PROVIDE FEEDBACK DURING REVIEW

and will be followed by many other reviews in preparation for the retreat scheduled for later this year.



The review will identify the department's achievements as well as completion rates of other targets that are yet to be achieved and whether those targets will be included in the new Corporate Plan or must be deleted due to its relevance to the core function of the department.

The staff are encour-

aged to provide feedback as they are the ones who will work towards achieving the necessary targets that are set in the corporate plan through their individual work plans, branch and divisional work plans which will be aligned to the targets set in the corporate plan.

The Corporate Planning Team are in the process of formalizing the feedback of the first review.

REFORMS MUST MEET CORE RESPONSIBILITIES

Change is a constant companion and you have to have a culture that embraces change and the depths to it simultaneously ensuring that public service meets its core responsibilities said Australia Public Service Commissioner John Lloyd.

"Today people are demanding



high quality and effective services from the public service so its important to consider whether we reform and ensure that we have the capabilities to meet their expectations of the public," said Lloyd.

He made those remarks during the first Vice Chancellor's Lecture Series where University of Papua New Guinea in partnership with the Pa-

cific Institute of Leadership and Governance are bringing in the experts in various fields to talk to Papua New Guineans in the lead up to the Asia Pacific Economic Cooperation Summit in November 2018 where PNG will be hosting this international event

Acting Secretary for the Department of Personnel Management Ms Taies Sansan was the PNG representative during the panel discussion where decentralization and reforms were discussed.

"The event is to increase public awareness around APEC and will present very real opportunity for public engagement with the visiting international experts," said Acting Vice Chancellor Mr Mange Matui when officially welcoming the guests to the lecture series.

Sansan stressed on the National



Ms Sansan and APSC Commissioner Mr John Lloyd.

Public Service Ethics and Values Based Executive Leadership and Management Capability Framework where PILAG is a by-product of this framework and PILAG will be at the forefront of public servants' capacity building. Sansan talked about the devolution of powers through the District Development Authority Act and challenges that the devolution has posed in terms of following proper processes in administration of the devolved powers.

"Good governance and effective public service is critically important for the stability and success of every country," said Lloyd.



Professor Pilai, Mr John Lloyd, Ms Taies Sansan and Mr Mange Matui.

FUTURE LEADERSHIP PROGRAM

The Future Leaders Program so far is one of the most successful program that is running under the Pacific Institute of Leadership and Governance with cohorts 1, 2, 3 and 4 that have completed the program and awaiting graduation pending certification by the Department of Higher Education, Research, Technology. Cohorts 3 and 4 will

be going into the Post Completion workshop to be held in September this year.

Cohort 5 completed Module 1 and 2 while cohort 6 consists of 25 participants, 13 males and 12 females, who have completed Module 1.

Interested upcoming and potential leaders in your respective roles and responsibilities, keep an

eye out for the intake of cohort 8.

Preliminaries for cohort 7 is complete and is awaiting the Pacific

Leadership and Governance Precinct Panel selection.

All this would not be possible without the support and dedication of the staff of the Executive Leadership Development Division of the Department of Personnel Management.

In that juncture, also acknowledge commitment by University of Queensland International Team, Lectures from School of Business and Public Policy of the University of Papua New Guinea, Lecturers of PILAG as well as an invaluable support by Australia Government under the Pacific Leadership and Governance Precinct.





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VISION

At the department of Personnel Management we aspire to be a 'SMARTER' Leader in transforming Human Resources in the delivery of government services in PNG.

By 'SMARTER' we mean that we adopt strategies that are:

1. S = Specific
2. M = Measureable
3. A = Achievable
4. R = Realistic
5. T = Timely and able to be
6. E = Evaluated and
7. R = Reported upon

MISSION STATEMENT

The mission of DPM is to promote 'SMARTER' HR strategies through ethical leadership across the public service.

The Department intends to work collaboratively to facilitate the introduction of the public service wide workforce information planning and to strengthen the performance framework so as to help all officers in the public service understand how they contribute to assisting their agency achieve its service outcome priorities.

PILAG BUILD CAPACITY OF PS

The O'Neill/ Abel government aims to ensure that government services are seen at the district levels and in driving this agenda, Department of Personnel Management as the human resource arm of the government in partnership with the Pacific Institute of Leadership and Governance have been introducing Project and Financial Management Programs into Provinces and Districts to equip public servants in provinces and districts with management tools to manage their resources.

So far the team have run the program in Kokopo, Madang, Ialibu, Pomio, Wewak and Telefomin and preparations are well underway for the next 3 locations.

Public Service Minister, Hon. Elias Kapavore, MP, has been accompanying the team and ensuring that public servants in the provinces and especially districts are acknowledged for their dedication in serving their people in the remote areas of the country.

The Executive Leadership Development Division of DPM have also assisted in the selection of 40 participants, 20 males and 20 females, to undergo the Diploma in Leadership and Management program at PILAG.

The development of PILAG was a partnership between the governments of PNG and Australia which has seen the transition of Papua New Guinea Institute of Public Administration into Pacific Institute of Leadership and Governance.

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REMINDERS

1. All staff are reminded to inform security personnel on the ground floor of clients coming in on non-client service days so that they can be granted access to the respective officers.
2. EMT members are advised to liaise with Graphic Artist or Media Officer regarding information that are vital and of public interest to be uploaded onto the website.
3. All staff are to ensure that no clients are given access through the back exit. All clients are to access all DPM levels via the lift.
4. Finally thanks to staff who have stopped chewing betel nut in the office.

INTERNAL REPORTING DEADLINES

Performance/Achievement Reporting Timeline

| Performance/Achievements Reports | Date Due | Remarks/Comments |
|----------------------------------|-------------|------------------|
| First Quarter | 15 April | Current year |
| Second Quarter | 15 July | Current year |
| Third Quarter | 15 October | Current year |
| Fourth Quarter | 15 January | Subsequent year |
| Annual Management Report | 31 March | Successive year |
| Annual Work Plans | 15 December | Current year |