



PUBLIC SERVICES COMMISSION

# 2021 ANNUAL REPORT



*'To transform the National Public Service into a vibrant, effective, and efficient service delivery machinery'*



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## **PUBLIC SERVICES COMMISSION**

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PSC Reference: PSC1 – 1 – GEN

His Excellency, The Governor-General  
Grand Chief Sir Bob Bofeng Dadae, GCL, GCMG, KStJ.  
Government House,  
Konedobu  
National Capital District  
Papua New Guinea

Your Excellency,

**RE: PUBLIC SERVICES COMMISSION 2021 ANNUAL REPORT**

By Section 191 (4) of the *National Constitution of Papua New Guinea* and Section 17 of the *Public Services (Management) Act 1995 (as amended)*, I have the honor of submitting to you for presentation to Parliament, the 2021 Annual Report of the Public Services Commission.

The Annual Report covers the period from January 01<sup>st</sup>, 2021 to December 31<sup>st</sup> of the same, and entails the performance reports from each of the Divisions within the Public Services Commission, highlighting each of their activities, achievements, and challenges with recommendations provided by the Commission with relevant appendices.

I am, your obedient servant,

**APEO FUATA SIONE, LM, M. PP**  
Chairman

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# CHAIRMANS' OVERVIEW



It gives me great pleasure as the Chairman of the Public Services Commission (The Commission) to avail my statement on the overall performance of the Commission for the year 2021. This overview will encapsulate the Commission, the functions of the Commission, challenges, accomplishments, and conclusion.

## THE COMMISSION

The Commission is a Constitutional body established under Section 190 of the *National Constitution*. It comprises three (3) members in which one of the three (3) is the Chairman. Sections 191 and 192 of the *National Constitution* provide for the Commission's functions and the Commission's Independence, respectively.

The current members of the Commission are comprised of; Mr. Apeo Fuata Sione, LM, M. PP as Chairman; Mr. Richard Simbil, LL. B, LL.M as Acting Commissioner (Provincial); and Ms. Judith Stenis, MBA as Acting Commissioner (National)).

The Commission's membership is considered vital to ensure continuity and stability in the Commission's decision-making process to enable the Commission to satisfactorily fulfill its Constitutional roles, responsibilities, and mandate with confidence.

## FUNCTIONS OF THE COMMISSION

### Review of Personnel Matters

The Review of Personnel Matters connected with the National Public Service is one of the Commission's core functions, provided for under Section 191 (1) of the *National Constitution*.

In 2021, the Commission continued to vigorously perform this function despite funding constraints in the Commission's budget appropriation, the National and Provincial Review Divisions have performed to the expectation and satisfaction of the Commission.

The detailed statistics on the review of personnel matters and reports of activities carried out during the year are adequately covered by Acting Commissioner (National) and Acting Commissioner (Provincial), who are responsible for review matters in the respective divisions.

### Review of Organizational Matters

The Review of Organizational Matters is the other function of the Commission provided for under Section 191 (2) of the *National Constitution*.

We reported in our 2019 Annual Report that there were no reviews of organizational matters in 2020 mainly because there were no complaints or issues raised from concerned persons or Government bodies, and the situation is still the same in 2021. As reported in our 2020 Annual Report, this is one of the functions of the Commission where its specific role has never been properly defined by law and remains one of the "grey areas" that the Commission will continue to address in future policy discussions in the Government's overall Public Service Reform agenda, to have this function reactivated and operationalized.

## **Consultation Matters**

The Commission's Assessment Division was able to perform its role to conduct merit-based assessments for appointments of departmental and agency heads as provided for under Sections 193 and 208B of the Constitution, and Section 73 of the *Organic Law on Provincial Governments & Local Level Governments* and the *Public Services (Management) Act 1995 (as amended)*.

The Assessment Division was able to achieve the following: completion of thirty-nine (39) Consultations on Permanent Appointments with only five (5) cases carried over into the year 2022; and completion of eighty-nine (89) Consultations on Acting Permanent Appointments within the reasonable time of at least a week or less upon the receipt of the consultation. Only three (3) cases were carried over into the year 2022. The division provided forty-five (45) appropriate responses to several consultations by providing correct and quality advice. The Division performed exceptionally well in meeting the expected turnaround time of two (2) months for the completion of Consultations on Permanent Appointments.

## **ACCOMPLISHMENTS**

It is worth noting that despite these challenges, PSC continued to perform its core Constitutional functions and responsibilities in line with its work plans and programmed activities to achieve a smooth flow of services to its stakeholders.

The Commission continued to effectively conduct its scheduled meetings in 2021 to make determinations on Review Applications. A total of three-hundred and sixty-six (366) personnel review cases were registered by the National Review Division (NRD), of which one-hundred and nine (109) cases were completed and files closed and aggrieved officers have been advised of the Commission's decisions.

There was a total of two-hundred and fifty-seven (257) uncompleted case files from the NRD brought forward to 2022 as Outstanding Matters. Also, a total of two-hundred and forty-one (241) cases were registered by the Provincial Review Division (PRD), of which ninety-two (92) review cases were completed and files closed whilst one-hundred and forty-nine (149) cases remain outstanding and will be brought forward to 2022.

In 2019, the Media & Publication Branch launched the PSC Website ([www.psc.gov.pg](http://www.psc.gov.pg)) and this was followed up in 2021 with the set-up of PSC's social media Pages; Facebook and LinkedIn, which has attracted eight-hundred and forty-one (841) followers. By 31<sup>st</sup> December 2021, there was an increase of 100% in the following, totaling two-thousand eight-hundred and fifty-eight (2, 858) which is an increase of two-thousand and seventeen (2, 017) followers from the year 2020. This indicates that PSC's social media pages are reaching a wider audience than the previous years with the potential to still increase to reach more clients as they become aware of PSC's online presence.

Furthermore, despite the technical delay in the European Union's (EU) project funding, to over-haul PSC's Case Management System and issues with COVID-19 this year; the EU, in consultation with PSC, will be implementing this project in 2022.

## **CHALLENGES AND CONSTRAINTS**

In 2021, the Commission continued to face several important challenges, some of which included budgetary cuts undertaken by the Department of Treasury, which was similar to what happened in the previous years from 2018 – 2020. Due to the very slow economic recovery and strict Government prioritizing and spending, these cuts forced some government departments and agencies to scale down their operations.

The continuous delays in the release of warrants on time from the Department of Treasury had seriously affected PSC's routine operations, which ultimately impacted duty travels to provinces for the Commission hearings.

Also, the I.T Branch is yet to receive sufficient funding to replace the old operating system and server that has seriously affected other essential operational activities of the Commission.

The global and local economic recovery in 2021 was overshadowed by the *COVID-19 Pandemic* which brought about unprecedented challenges not only to the Commission but also to the Government and its people. This to a greater extent affected work and production outputs in the Government's service delivery process and systems in all its agencies and departments, including PSC.

## **CONCLUSION**

I am pleased to report that in 2021 the Public Services Commission continued to discharge its Constitutional mandate without fear or favor despite financial constraints that continued to affect the overall operations of the PSC.

I sincerely thank Acting Commissioner (P), Mr. Richard Simbil, Acting Commissioner (N), Ms. Judith Stenis, and Secretary, PSC Secretariat, Mr. Terence Tupi for their support to the Commission in ensuring that it successfully discharged its Constitutional responsibilities and mandate without any difficulty. I also extend my appreciation to the staff of the Legal, Advisory & Litigation Division for the excellent job performed concerning the clearances of all advices and provision of legal opinions sought; the staff of the Corporate Services Division for the logistical and financial support they provided; staff of the Review and Investigation Divisions for their untiring efforts in undertaking review and investigation matters respectively; and staff of the Assessment Division for their commitment on Appointment matters.

I sincerely thank everyone for fulfilling your part in the overall performance of the Commission in the year 2021 without fear or favor, particularly in the provision of technical, financial, and moral support to the Commission. Above all, a huge thank you to the Great God for His guidance, and for bringing the Commission to where it is today.

Thank you for your kind and loyal support.

**Apeo Fuata. Sione, LM, M. PP**  
Chairman



# STATEMENT FROM ACTING COMMISSIONER NATIONAL



It is my pleasure to contribute to the 2021 Public Services Commission Annual Report.

The Office of the Commissioner (National) is responsible for the National Review Function of the Commission and includes; consultations on the appointment, suspension, and revocation of the appointment of Departmental Heads, Provincial Administrators, and Chief Executive Officers of Regulatory Statutory Authorities (RSA) including the appointment of non-ex-officio members of the Boards of RSAs.

## **REVIEW OF PERSONNEL MATTERS UNDER SECTION 18 OF THE PUBLIC SERVICES (MANAGEMENT) ACT 1995 (AS AMENDED).**

Review of Personnel Matters of aggrieved public servants under *Section 18 of the Public Services (Management) Act 1995 (as amended)* is a function of the Commission performed by the National Review Division. The Commissioner (National) is responsible for appeals or Review of Personnel Matters lodged by permanent employees of National Departments, Public Hospitals within the National Capital District, and some Statutory Authorities and Agencies that PSC has jurisdiction to review under *Section 18 of the PS(M) Act 1995 (as amended)*.

In 2021, the National Review Division registered one hundred and twenty-eight (128) new applications for review from various agencies across the National Public Service (NPS). There were two-hundred and thirty-eight (238) previous cases carried over from the year 2020, totaling three-hundred and sixty-six (366) cases in all, that were being reviewed by the Division.

## **CONSULTATION ON APPOINTMENT OF DEPARTMENTAL HEADS, PROVINCIAL ADMINISTRATORS, AND CHIEF EXECUTIVE OFFICERS OF REGULATORY STATUTORY AUTHORITIES.**

In 2021, the Commission received one-hundred and thirty-seven (137) consultations from across the NPS, out of which, one-hundred and two (102) consultations were completed comprising acting and permanent appointments, including the appointment of non-ex officio members of Boards of RSAs.

Over ninety percent, (90%) of the consultations completed were undertaken within the Commission's turnaround time of two (2) months. The remaining consultations comprising only seven (7) matters were carried over into 2022 mainly due to minor compliance issues. On an overall rating, the Commission performed exceptionally well in delivering on its duties and responsibilities within its turnaround time of two (2) months.

## **CONSULTATION ON SUSPENSION, REVOCATION OF APPOINTMENT OF DEPARTMENTAL HEADS, PROVINCIAL ADMINISTRATORS & CHIEF EXECUTIVE OFFICERS OF REGULATORY STATUTORY AUTHORITIES.**

In 2021, Acting Commissioner (National) was involved in seven (7) consultations relating to certain allegations of mismanagement, misappropriation, fraud, and misconduct in office by Departmental Heads, Provincial Administrators, and the Head of a Statutory Authority, who were referred to the Commission by relevant authorities. These matters have been properly concluded and referred to relevant authorities for further action.

## **ACHIEVEMENT(S)**

The overall performance of the Commission was exceptional. The National Review Division closed one-hundred and nine (109) appeal cases from a total of three-hundred and sixty-six (366) cases recorded within this reporting period. However, there is a slight drop in the number of cases closed compared to the previous year. Among the Personnel Matters closed in this reporting period, fifty-eight (58) were recorded with Commission decisions made, while fifty-one (51) matters were closed for various reasons ranging from lack of jurisdiction, clients' lack of interest in pursuing their appeal



cases, or clients having resigned or passed on during the course of their employment. More could have been achieved given the resources required particularly sufficient budgetary allocation by the Government and employee commitments to performance targets.

I must also acknowledge the support of the Director of Investigation Division for his continued support toward the National Review Division outcomes, outside his designated duties and responsibilities concerning Personnel Review Matters.

For consultation matters, the turnaround time was impressive. The Commission has a set turnaround time for consultations on appointment matters to a maximum of two (2) months for permanent appointments of Departmental Heads, Provincial Administrators, and Chief Executive Officers of the Regulatory Statutory Authorities (RSAs). The actual delivery time recorded in 2021 for most matters was well within the timeframe. Factors that contributed to this high performance in my view is from the high-level of priority placed on these roles complemented by great commitment and productivity among the staff of the Assessment Division, coupled with the effective management and supervision of the performance of this function by the Director of the Division.

## **CHALLENGE(S)**

The challenges encountered by the Commission in 2021 are common to those of previous years; the main issue being budgetary constraints or lack of sufficient funding by the National Government, late release of monthly warrants; under appropriation of monthly allocations, and inadequate supply of much-needed resources such as telephones, laptops, computers, and printers which all contributed towards the challenges encountered that had a detrimental effect on the overall performance of the Commission.

Furthermore, the Commission was not able to deliver on its functional responsibilities promptly due to a lack of cooperation from Departmental Heads, Chief Executive Officers of Hospitals, and Agencies that repeatedly failed to appear for the Commissions Oral Hearing, forcing the Commission to delay or defer hearings into appeals and complaints lodged by their employees.

Internal capacity issues have also contributed to the lengthy delays of personnel matters within the mandated period of 90 days, resulting in the increase in carryover files on personnel matters into the new year.

## **WAY FORWARD**

The Commission is well overdue for a major restructure to realign itself to the changing needs of the Public Service at large. Since the last organizational restructure in 2007, organizational challenges have increased with new agencies being created, and other legislative and policy changes throughout the Public Service, which calls for the Commission to reorganize, realign and reposition itself to better serve the growing needs of the National Public Service.

The restructure will enable the Commission to build capacity at the Headquarters and the Regional Centers that are currently being set up to effectively serve the National Departments RSAs and Provinces and reduce the backlog of cases carried over every year. This will also improve the turnaround time and efficiency.

The Commission is also leaning towards adopting better technology to improve ways of doing business and enhance its performance. Technology has changed the business environment and brought organizational efficiency to many workplace settings; hence the Commission is on the same path to enhance its performance and improve client service. The Case Management System (CMS) that is currently being developed within the Commission is one such initiative that will increase efficiency within the Commission. The PSC Website should also be regularly and effectively utilized to promote online lodgement of appeals and provide quick and easy access and service to clients.

## **CONCLUSION**

Every year comes with its own challenges and constraints, however, the year 2021 for the Commission was productive. The Commission and the entire PSC Secretariat were engaged throughout the year, hence the achievements reported speak for themselves. Performance targets that could not be achieved are also reported against the constraining factors mainly financial or budgetary constraints. Nevertheless, much of what has been achieved can be attributed to strong leadership at the Commission and Secretariat; hence, I commend the leadership of the Chairman of the Commission Mr. Apeo Fuata Sione, LM, M. PP for his leadership supported by the Acting Commissioner (Provincial) Mr. Richard Simbil, LLB, LLM.

Finally, the most important assets in any organization are its staff, and the Commission is fortunate to have hard-working and dedicated staff who have contributed immensely towards making the Commission function well in 2021, under the leadership of the Secretary, Mr. Terence Tupi and his equally dedicated Senior Management Committee (SMC). Performance and productivity are driven by the quality of leadership and management, hence, what has been achieved in this reporting period has been driven by the cordial and sound working relationship between the members of the Commission and PSC Secretariat, which must continue for a better outcome in the future.

**Judith Stenis, MBA**

Acting Commissioner - National

# STATEMENT FROM ACTING COMMISSIONER PROVINCIAL



It is my pleasure to provide my statement for the Commission's 2021 Annual Report. The statement encompasses the roles and functions performed by the Office of the Commissioner Provincial under **Sections 191, 193, and 208B** of the *Constitution* which are implemented under **Sections 18, 31A, 31B, 31C, 31D, 60, 60A, 60B, and 60C** of the *Public Services (Management) Act 1995 (as amended)* and **Sections 4, 5, 6, 7, 9 and 10** of the *Regulatory Statutory Authorities (Appointment to Certain Offices) Act 2004*. These are then strategically achieved through the Commission's Corporate Plan 2019-2023 and the Divisional Management Action Plans.

This is my second statement as Acting Commissioner having been appointed by the Public Services Commission Appointment Committee on 24<sup>th</sup> April 2020. Hence, I am honored and privileged to be providing my statement on behalf of the Office of Commissioner

Provincial.

## **REVIEW OF PERSONNEL MATTERS UNDER SECTION 18 OF THE PUBLIC SERVICES (MANAGEMENT) ACT 1995 (AS AMENDED)**

Officers of the National Public Service employed in the Provincial Administrations, Provincial Health Authorities or Public Hospitals who are aggrieved by decisions of their Departmental Heads can lodge their complaints on "personnel matters" with the Commission. The Provincial Review Division (PRD) which falls under my supervision is tasked with carrying out investigations into these complaints by arranging hearings to gather and analyze evidence and present their findings to the Commission for its decision.

With the continued impact of the COVID-19 pandemic, the functions of the PRD were seriously hampered in 2021 due to travel restrictions and budgetary cuts that prevented the Commission from traveling to the provincial centers to conduct hearings. The PRD this year had a total of four hundred and three (403) active cases that comprised newly lodged cases and those cases brought over from previous years. Out of the total number of cases, one hundred and twenty-two (122) were fully determined and closed whilst two hundred and eighty-one (281) remain outstanding and will be carried over into the year 2022.

These cases were shared amongst the five (5) Review Officers in the Division including the Acting Director Ms. Koya Leslie. Despite the challenges, the PRD performed very well. Even though there is still room for improvement, I commend the Division for this great achievement.

## **CONSULTATIONS ON MERIT-BASED APPOINTMENTS OF DEPARTMENTAL HEADS, PROVINCIAL ADMINISTRATORS, CHIEF EXECUTIVE OFFICERS OF REGULATORY STATUTORY AUTHORITIES & NON-EX OFFICIO BOARD MEMBERS OF REGULATORY STATUTORY AUTHORITIES.**

Under this function, the Commission as an independent constitutional institution is empowered by the *Constitution* to be consulted on the appointments of Departmental Heads, Provincial Administrators, and Chief Executive Officers (CEOs) Of Regulatory Statutory Authorities (RSAs & Non-Ex Officio Board Members of RSA's). The Commission implements the "fit and proper persons test" to ensure that the most suitable and qualified candidate is recommended to the National Executive Council for appointment to these various executive positions.

In 2021, for substantive appointments, the Commission was consulted on six (6) occasions for Departmental Heads; seven (7) occasions for Provincial Administrators; thirteen (13) occasions for CEOs; and seventeen (17) occasions for non-ex officio members of RSA Boards.

In terms of temporary or acting appointments, the Commission was consulted on twenty-eight (28) occasions for Departmental Heads; twenty-four (24) occasions for Provincial Administrators; and thirty-seven (37) occasions for CEOs of RSAs.

Most of the consultations for substantive appointments were completed within the two (2) months turnaround time, and therefore, I would like to commend the Assessment Division under the leadership of its Director Ms. Rachel Wii, for providing valuable technical support in assisting the Commission to perform this function efficiently. I would also like to thank the Ombudsman Commission of Papua New Guinea and the Office of the Public Prosecutor for their prompt responses to our due diligence checks on candidates.

### **CONSULTATIONS ON THE SUSPENSION & REVOCATION OF APPOINTMENTS OF DEPARTMENTAL HEADS, PROVINCIAL ADMINISTRATORS & CHIEF EXECUTIVE OFFICERS OF REGULATORY STATUTORY AUTHORITIES.**

Under this function, the Commission is empowered by the *Constitution* to be consulted before a portfolio Minister, Provincial Executive Council or Board of an RSA decides to suspend and/or revoke the appointment of a Departmental Head, Provincial Administrator, or Chief Executive Officer of an RSA.

In 2021, the Commission was consulted on the suspension of three (3) Departmental Heads and one (1) Provincial Administrator; and the revocation of the appointment of two (2) Departmental Heads.

### **ISSUES AND CONSTRAINTS**

The COVID-19 pandemic continued to disrupt the operations of the Commission throughout the year.

Funding constraints and capacity issues have been ongoing problems for the Commission even before the onset of the pandemic. In the last five (5) years, the Commission has experienced severe cuts in its budget allocation which has prevented it from conducting hearings in the twenty-two (22) provinces of the country resulting in a backlog of cases. This is despite the fact that *Section 225* of the *Constitution* imposes a statutory obligation on the National Government and its agents to provide the necessary resources to constitutional offices to carry out their constitutional roles and functions.

Furthermore, the current organizational structure of the Commission's Secretariat came into effect in 2007, hence, the Commission is overdue for a restructure to cater for the large number of public servants and comply with its statutory obligations under the *Public Services (Management) Act 1995* (as amended).

### **OUTLOOK 2022-2023**

The COVID-19 pandemic and its consequential effects will be present for several years to come. The Commission has adopted and implemented the "Niupla Pasin" strategy which has allowed it to continue to carry out its functions and deliver services in a safe environment for its staff and stakeholders. Commission hearings and executive appointment interviews were conducted with the wearing of face masks, the maintaining of social distancing, and the use of hand sanitizers.

In terms of projects under the PSC Corporate Plan 2019-2023, the Commission was able to source funding under the Public Investment Program (PIP) and secure a site in Mt. Hagen for the Commission's Highlands Regional Office as the pilot project for the establishment of regional offices throughout the country. The tender process was completed with the successful bidder signing the contract of engagement. We are looking forward to the construction phase commencing in 2022.

Furthermore, the Commission needs to progress the passage of the Public Services Commission Bill 2021 which will result in the amalgamation of the Secretariat with the Commission, thereby strengthening its independence and making it more robust and relevant to the challenges of the 21<sup>st</sup> century. The Commission's submission to the Treasurer for clearance under *Section 64A* of the *Public Finance (Management) (Amendment) Act 2016* has been pending since 2019.

### **CONCLUDING REMARKS**

In conclusion, I would like to convey my gratitude to the Chairman, Mr. Apeo Fuata Sione, and Acting Commissioner (National) Ms. Judith Stenis, for the cordial working relationship we have had so far.

I would also like to acknowledge the support of the hardworking Officers of the Secretariat including the Secretary Mr. Terence Tupi, the staff of the National and Provincial Review Divisions, Assessment Division, Legal, Advisory & Litigation Division, Investigation Division, and Corporate Services Division for

their tireless efforts and commitment to ensure that the Commission diligently fulfilled its constitutional roles and functions, despite the challenges it faced throughout the year.

Thank you and God bless.

**MR. RICHARD M. SIMBIL, LL. B, LL.M**  
Acting Commissioner – Provincial

# INTRODUCTION

This is the twenty-sixth (26<sup>th</sup>) Annual Report of the Public Services Commission (PSC). It is produced and submitted in accordance with *Section 191 (4) of the National Constitution of Papua New Guinea* and *Section 17 of the Public Services (Management) Act 1995 (as amended)*.

The report highlights the performance of the Public Services Commission in the year 2021, covering the period from January 01<sup>st</sup>, 2021 to December 31<sup>st</sup>, 2021.

The Annual Report begins with the Overview of the Chairman of the Public Services Commission, outlining the general performance of the Commission, followed by two (2) separate statements from Acting Commissioner National and Acting Commissioner Provincial, about the performance of the National and Provincial Review Divisions.

The Report also contains general information on the establishment of the Commission and its core roles and functions as stipulated under *Sections 191 and 193 of the National Constitution* and *Sections 18 and 19 of the Public Services (Management) Act 1995 (as amended)*.

The main body of this Annual Report provides a detailed account of tasks performed by the Commission from January 01<sup>st</sup>, 2021 to December, 31<sup>st</sup>, 2021. The bulk of the activity for this reporting period surrounds the Review of Personnel Matters, Assessment Matters, and the implementation of various projects captured in the Public Services Commission Corporate Plan 2019 – 2023.

The 2021 Annual Report also contains an unaudited financial statement on the Commission's budget for the 2021 Fiscal Year and highlights the achievements and challenges faced by the Commission.

The report also provides recommendations on how the work of the Commission could be improved to adequately fulfill its Constitutional role in the National Public Service to ultimately achieve its Vision, which is '*to transform the National Public Service into a vibrant, effective and efficient service delivery machinery*'.

Furthermore, all relevant sections of the *National Constitution* and *Acts* together with other important statistics alluded to in the main body of this Report can be found in the appendices for ease of reference.

# PUBLIC SERVICES COMMISSION

The Public Services Commission (PSC) is a Constitutional Office established under *Section 190* of the *National Constitution* of the Independent State of Papua New Guinea<sup>1</sup>.

The Commission consists of three (3) members appointed for a five (5) year term by the Head of State, upon recommendation of the Public Services Commission Appointment Committee, consisting of –

- ❖ The Prime Minister;
- ❖ The Chief Justice;
- ❖ The Leader of Opposition;
- ❖ The Chairman of the Permanent Parliamentary Committee on Appointments; and
- ❖ The Chief Ombudsman.

as provided for by *Section 190 (2)* of the *National Constitution*.

The PSC being a Constitutional office is guaranteed its independence under *Section 192* of the *National Constitution*<sup>2</sup> to perform its constitutional functions and responsibilities.

Before a major reform of the National Public Service in 1986, the Commission had the executive and administrative powers relating to, or dealing with all executive or administrative and personnel matters in the National Public Service and was known as the Department of Public Services Commission (DPSC). The Commission also had the right under the *Constitution* at that time to be consulted by the National Executive Council (NEC) for its views on the appointment of Heads of Departments in the public service.

Although the Commission had the right at the time to be consulted on the appointments of Departmental Heads and Heads of government agencies, the NEC, legally was not bound to act on the expressed views of the Commission, and some of the appointments at the time were essentially political, as the NEC basically, had the discretion or prerogative over the matters of appointment. In some cases, the Commission's views given in the consultation process were not taken into account or simply ignored. Some appointments were not made on merit (or not merit-based), but rather made on political considerations or other ulterior motives.

The public service reform in 1986 saw the abolition of the DPSC and the establishment of the current Commission with its new semi-quasi-judicial review function. The then Commissions' executive and administrative powers and functions were given to a newly created Department of Personnel Management (DPM) – this included power over personnel matters, e.g.; appointment, promotion, disciplinary, etc. The Commission was made a semi-quasi-judicial body to conduct reviews into personnel and organizational matters under *Section 191* of the *National Constitution*<sup>3</sup> with the right to be consulted on matters, the Commission could only make recommendations – its review decisions were not legally binding. As a result, most of its review decisions were not implemented by Departmental Heads and Heads of government agencies that were within the review jurisdiction of the Commission at the time.

The Government of the day, at the time, then realized the need to strengthen the role of the Commission in appointment, revocation of appointment, and suspension of Departmental Heads, Provincial Administrators, and Chief Executive officers (CEOs) of *Regulatory Statutory Authorities*<sup>4</sup> as well as its role in the Review of Personnel Matters (as defined by *Section 194*<sup>5</sup> of the *Constitution*). Through a Constitutional Amendment in 2003, the Commission was empowered to conduct Merit-Based Assessments on candidates or applications for Departmental Heads and Provincial Administrators and make appropriate recommendations to NEC on the issue of suspension or revocation of appointment. The amendment also made the Commission's decision on Review of Personnel matters (under *Section 191*) of the *National Constitution* and *Sections 18 and 19* of the *Public Services (Management) Act 1995 (as amended)* legally binding (after 30 days of its making) rather than being merely recommendatory. Through further amendments to the *Constitution* and the



enactment of the *Regulatory Statutory Authorities (Appointment to Certain Offices) Act 2004 (the RSA Act)* the appointment, suspension, and termination of Chief Executive Officers (CEOs) of RSA also became subject to the recommendations of the PSC, following Merit-Based Assessment (Section 208A and 208B of the *National Constitution*).

The procedures for appointment, suspension, and revocation of the appointment of Departmental Heads, Provincial Administrators, and CEOs of RSAs are provided for under Sections 31A, 31B, 31C, and 31D (for Departmental Heads) and Sections 4, 5, 6, 7, 9 and 10 of the *RSA Act 2004* (for CEO's and Provincial Administrators) and under the procedures, the Commission has the powers (and was required) to conduct Merit-Based Assessments on applicants for appointments to conduct investigations (for suspension or termination) and to make appropriate recommendations to the National Executive Council.

- References 1 -5 refer to Appendices A - G on pages 55 - 57



# MISSION STATEMENT

## VISION

*'To transform the National Public Service into a vibrant, effective and efficient service delivery machinery'.*

## MISSION

*'To promote a highly competent, non-partisan and representative public service that is based on the values of fairness, integrity, transparency and accessibility'.*

### ➤ Our Staff

- We value diversity and promote unity of our staff.
- We ensure a secure and conducive working environment for our staff.
- We provide opportunities for our staff to strive for professional excellence through skills and competency enhancement.
- We promote equal employment and participation.
- We are dedicated to achieving our goals and demonstrating loyalty to PSC.

### CORE VALUES

#### ➤ Our Professionalism

- Maintaining impartiality in our Review Process, Merit-Based Appointment Proceedings, Investigations and Legal Representation in accordance with the rule of law.

#### ➤ Our Integrity

- Performing duties to the highest principles of honesty, fairness, accountability and transparency.

### ➤ Our Decisions

- We value compliance with and take full responsibility of our decisions.
- We respect and understand the views of stakeholders on our decisions.

### ➤ Our Commitment

- Dedicated to achieving our goals and demonstrating loyalty to the Public Services Commission.

### ➤ Our Stakeholders

- We strive to meet the professional expectation of our stakeholders and value and respect their feedback.

# PSC ORGANIZATIONAL STRUCTURE

The Public Services Commission (PSC) comprises the Commission and Secretariat.

The PSC's last restructure was undertaken in mid-2007 and was approved by the Department of Personnel Management (DPM) on the 27<sup>th</sup> of July of the same. Apart from the Offices of the Chairman, Commissioner National, Commissioner Provincial, and Secretary of the PSC Secretariat, the structure is made up of six (6) Divisions with a total staff ceiling of eighty-nine (89) as per the approved structure.

In 2017, as per the Government directive for all Departments and State Agencies to implement the Gender, Equity, and Social Inclusion (GESI) Policy, two (2) more positions of Manager GESI and Senior GESI Officer were added to PSCs' approved structure, taking the total staff ceiling to ninety-one (91) positions.

## STAFF ON STRENGTH

In this reporting period, there are fifty-eight (58) staff on strength with thirty-one (31) vacancies.

Moreover, the number of staff on strength is expected to increase in 2022 as ten (10) vacancies will be advertised for positions within the National Review Division, Provincial Review Division, and Corporate Services Division.

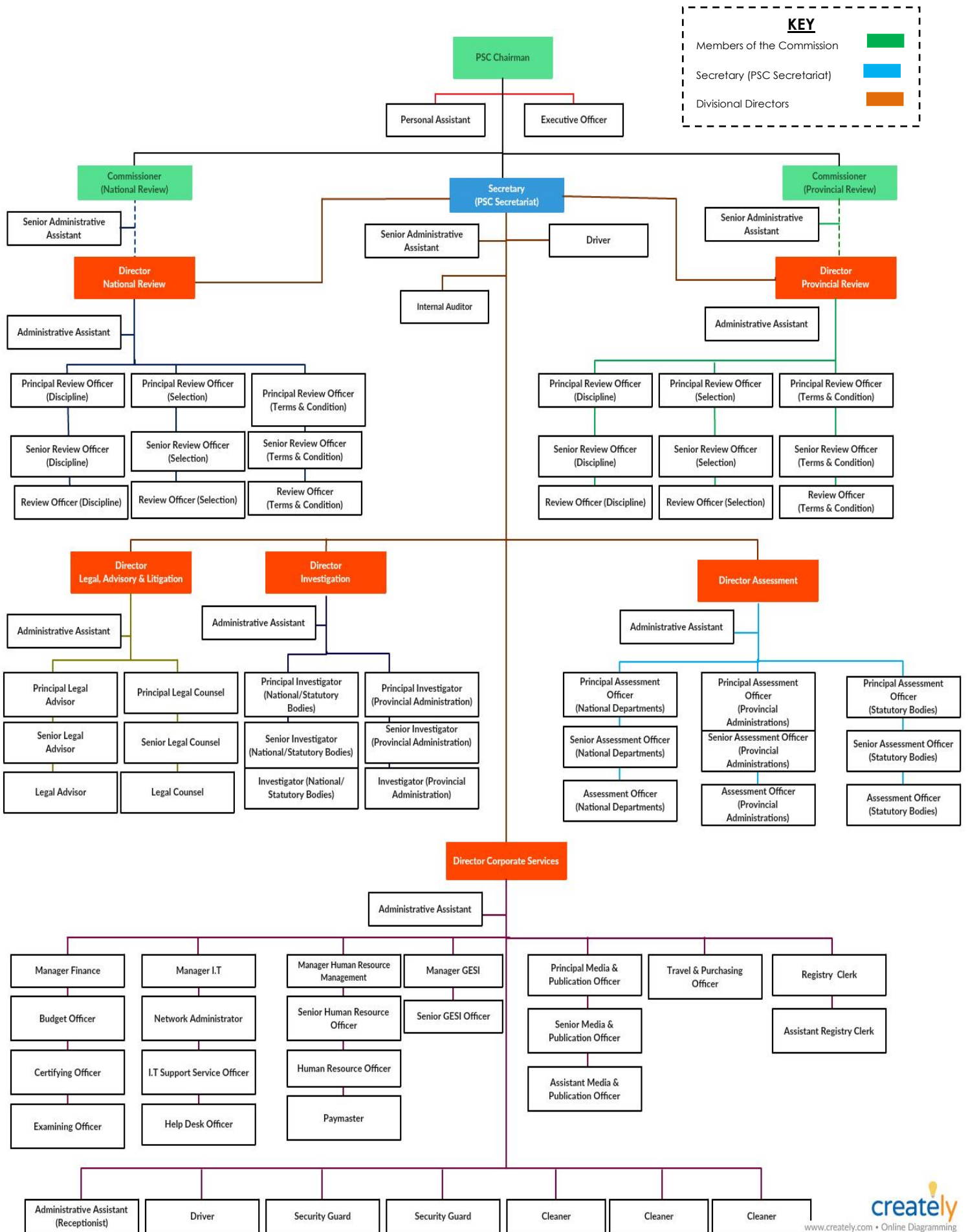
- Refer to PSC Structure on Page 12



The female staff of the PSC Secretariat commemorates International Women's Day. Motivational speaker Ms. Mary Handen (second from left) was the guest speaker at the event that was organized by the staff.



# PSC STRUCTURE



## MEMBERS OF THE COMMISSION

The Public Services Commission is headed by a Chairman (who is also a Public Service Commissioner) and two (2) other Commissioners, National and Provincial.

The Members of the Commission for this reporting period are Mr. Apeo Fuata Sione, LM, M. PP as Chairman; Ms. Judith Stenis, MBA as Acting Commissioner National and Mr. Richard M. Simbil, LL. B (UPNG), LL. M (ANU) as Acting Commissioner Provincial.

### CHAIRMAN – MR. APEO FUATA SIONE, LM, M. PP



Mr. Apeo Fuata Sione has served the Public Services Commission for twenty-one (21) years in various management positions from Permanent Secretary of the PSC Secretariat to Director National Review Division, Acting Director of the Assessment Division and Commissioner National. He has twenty-five (25) years of professional experience in the National Public Service, having worked with the Department of Labor & Industrial Relations and Ombudsman Commission prior to joining PSC, in the areas of Governance, Policy Development, Review and Investigation.

Mr. Sione holds a Masters Degree in Public Policy, specializing in Development Administration (with merit) from the Australian National University (ANU) in Canberra, A.C.T, Australia and graduated in 2005. He also holds a Bachelor of Arts Degree, majoring in Public Administration with a minor in Industrial Organizational Psychology from the University of Papua New Guinea (UPNG) in the year 1994.

### ACTING COMMISSIONER NATIONAL – MS. JUDITH STENIS, MBA



Ms. Judith Stenis has twenty-two (22) years of experience in the National Public Service. She graduated from the University of Papua New Guinea (UPNG) with a Bachelor of Arts Degree in Public Policy & Administration. Ms. Stenis was a Research Officer with the Department of Personnel Management (DPM) for seven (7) years prior to joining PSC in March 2007 as a Principal Review Officer.

Ms. Stenis then pursued further studies in Australia and successfully completed and attained a Master of Business Administration (MBA) from the University of Technology in Sydney, in 2013.

Her commitment and dedication in her role as Principal Review Officer together with her successful completion of her MBA saw her elevated to the position of Director of the Provincial Review Division upon her return.

On the 27<sup>th</sup> of May, 2014, Ms. Stenis was appointed Acting Secretary of the PSC Secretariat, then reverted back to her substantive as Director Provincial Review in September, 2019. On the 16<sup>th</sup> of October, 2020, Ms. Stenis was appointed Acting Commissioner National.

## **ACTING COMMISSIONER PROVINCIAL – MR. RICHARD M. SIMBIL, LL. B, LL.M**



Mr. Richard M. Simbil graduated with a Bachelor of Laws Degree (LL. B) with Honors from the University of Papua New Guinea (UPNG) in 2009. He then proceeded onto the Legal Training Institute (LTI) where he graduated in 2009 and was admitted to the Bar.

Mr. Simbil began his career with Paraka Lawyers in Port Moresby in 2010 as a Junior Lawyer, and in 2012 he successfully secured a scholarship to do his postgraduate studies at the Australian National University (ANU) under the Australian Development Scholarship (ADS). He was one of the eight (8) successful PNG ADS scholars who were further awarded the prestigious Australian Leadership Award (ALA).

He completed his studies at ANU in 2013 and successfully graduated with a Master of Laws Degree (LL.M) with merit.

Mr. Simbil joined the Public Services Commission in January 2015 as a Senior Legal Officer and worked in that capacity for a year and a-half before being promoted in May, 2016 to his substantive position as Director Legal, Advisory & Litigation Division.

Mr. Simbil was appointed Acting Commissioner Provincial on the 27<sup>th</sup> of April, 2020.

# PSC SECRETARIAT

The Public Services Commission (PSC) Secretariat is established under Section 17A of the *Public Services (Management) Act 1995 (as amended)*.

The Secretariat plays a supportive role in providing the Commission the required resources needed to carry out its Constitutional responsibilities and mandate as set out under Section 191 – Review of Personnel and Organizational Matters and Sections 193 and 208B of the National Constitution (relating to review of NECs' decisions on all appointments, etc., of Departmental Heads made under Section 193 of the Constitution, generally).

The PSC Secretariat comprises the Office of the Secretary and six (6) Divisions that were created under the approved restructure in 2007. The divisions include National Review, Provincial Review, Assessment, Investigation, Legal, Advisory & Litigation, and Corporate Services.

The PSC Secretariat is headed by Secretary Mr. Terence Tupi, who was appointed on the 29<sup>th</sup> of October, 2020.

The profile of the Secretary and six (6) Divisional Directors who make up the Senior Management Committee (SMC) are captured below;

## SENIOR MANAGEMENT COMMITTEE (SMC)

### SECRETARY, PSC SECRETARIAT – MR. TERENCE B. TUPI



Mr. Terence B. Tupi joined the Public Services Commission (PSC) in 2007 as an Investigator in the Investigation Division. In 2008, after an internal recruitment, Mr. Tupi moved to the National Review Division as a Senior Review Officer (Selection).

In 2010, he was promoted to Principal Review Officer after which he resigned to pursue further studies abroad at the China Foreign Affairs University – Institute of International Relations in Beijing, China. He successfully completed and defended his research program and graduated with a Master in International Relations in July, 2012.

Upon his return from his studies in 2013, he applied for the Principal Review Officer (Discipline) position in the Provincial Review Division and was successful. In 2014, he was appointed Acting Director of the Provincial Review Division than in July, 2019 he was further appointed Acting Secretary of the PSC Secretariat.

Mr. Tupi was confirmed as the Secretary of the PSC Secretariat on the 29<sup>th</sup> of October, 2020.

Mr. Tupi has a Bachelor of Arts Degree in Social Work and Bachelor of Business Management (Public Policy & Management) with Honors from the University of Papua New Guinea (UPNG), which he attained in 2005 and 2010 respectively. He was first employed with the Department of National Planning and Monitoring as a Monitoring & Evaluation Officer after completing his studies at UPNG.



## **DIRECTOR NATIONAL REVIEW DIVISION – MR. JOSHUA NGAWI**



Mr. Joshua Ngawi joined the Public Services Commission (PSC) in 2009 as a Review Officer. The following year, he was promoted to Senior Review Officer, and again to Principal Review Officer in 2011.

In September, 2011, Mr. Ngawi was appointed Acting Director of the National Review Division, and in August 2013 was further confirmed to that position. He has well over eighteen (18) years of professional experience in the private as well as the public sector.

Mr. Ngawi has a Masters in Public Administration from the Divine Word University graduating in 2020, and a Bachelor of Arts Degree in Public Policy & Management from the University of Papua New Guinea in 2004.

## **ACTING DIRECTOR PROVINCIAL REVIEW DIVISION – MS. KOYA OPE LESLIE**



Ms. Koya Ope Leslie joined the Public Services Commission on the 5<sup>th</sup> of February, 2001 as the Senior Executive Secretary to the Office of Commissioner Provincial. She served in that capacity for seven (7) years before she was appointed as a Review Officer in the Provincial Review Division on the 6<sup>th</sup> of March, 2009. In June, 2009, Ms. Leslie was promoted to Senior Review Officer and in 2015 she was further promoted to Principal Review Officer.

In September, 2020, Ms. Leslie was appointed to act as the Director of the Provincial Review Division whilst the incumbent, Ms. Judith Stenis was elevated to Acting Commissioner of the National Review Division.

Ms. Leslie has a Bachelor in Business Management from the Divine Word University which she attained in 2020.

## **DIRECTOR ASSESSMENT – MS. RACHEL WII**



Ms. Rachel Wii graduated with a Bachelor of Arts Degree in Public Policy & Management from the University of Papua New Guinea (UPNG) in 2003.

She has worked in various organizations that include the Internal Revenue Commission as a Revenue Assessment Officer and Ombudsman Commission as an Assessor in the Annual Statement Assessment Unit. She joined PSC as the Principal Assessment Officer (Provincial Administrations) in August, 2009. In 2011, she was promoted to Director of the Assessment Division. In November 2014, she was further appointed Acting Director of the Investigation Division and reverted back to her substantive as Director Assessment in January, 2020.

Ms. Wii has acted in various Senior Executive Management positions within PSC, that include Acting Secretary, PSC Secretariat and Acting Commissioner Provincial. Ms. Wii has sixteen (16) years of professional experience in the National Public Service.

## **DIRECTOR INVESTIGATION – MR. DAVID HANAROMO**



Mr. David Hanaromo joined the Public Services Commission in July, 2014 as a Senior Review Officer in the National Review Division. In December of the same year, he was promoted to Principal Review Officer (Selection).

Prior to joining PSC, Mr. Hanaromo was employed in various organizations starting with the Gulf Provincial Administration as a Research Assistant in the year 2000. In July, 2001, he moved to the Department of Provincial & Local Level Government Affairs under the PNG Fire Service, serving as a Research Officer. In 2002, he was promoted to Project Officer. In 2005, Mr. Hanaromo joined the National Intelligence Organization (NIO) as the Regional Operations Officer for the New Guinea Islands (NGI) region.

He left NIO in 2007 and joined the Ombudsman Commission as a Senior Investigator and was based in Kokopo, East New Britain Province. He was promoted to Regional Manager (NGI) in 2009 the position he held until 2013 when he resigned. In 2014, he was recruited by the Public Services Commission.

Mr. Hanaromo graduated from the University of Papua New Guinea in the year 2000, with a Bachelor of Arts Degree in Public Policy & Management.

## **ACTING DIRECTOR LEGAL, ADVISORY & LITIGATION DIVISION MR. TOBERT TORATO**



Mr. Tobert Torato graduated with a Bachelor of Laws Degree from the University of Papua New Guinea in 2011 and was admitted to the Bar in 2012 after undergoing further legal training at the Legal Training Institute.

Mr. Torato started his career with Paraka Lawyers in 2012 employed as a Junior Lawyer, where he worked for two (2) years. He then moved over to join Kuman Lawyers in 2014 as a Lawyer. He resigned from Kuman Lawyers to join Yapao Lawyers in 2016 where he worked for two (2) years before joining the Public Services Commission in 2018 as the Senior Legal Officer (Litigation).

Mr. Torato has eleven (11) years of experience in the legal profession both in the private sector and the public service.

## **DIRECTOR CORPORATE SERVICES DIVISION – MR. WAGA NAVEI**



Mr. Waga Navei joined the Public Services Commission in September, 2018. Prior to joining PSC, he was employed as a Teacher with the Mount. Diamond Adventist Secondary School.

He has worked in other capacities as well including an Administrative Officer in the Human Resource Division at the University of Papua New Guinea; Senior Human Resource Officer in the Personnel Management Division with the University of Goroka (UoG) where he was promoted to Foundation Executive Officer of the Science Faculty. He left UoG in 2003, and took up a teaching position at Bareiji High School in Oro Province; he was then given a promotional transfer to Passam National High

School in East Sepik Province from 2005 – 2006. He moved over to the Port Moresby National High School in 2007 as a teacher then resigned after two (2) months to join the National Institute of Standards and Industrial Technology (NISIT) as Director Corporate Services. He resigned from NISIT in 2012 and joined Mt. Diamond Secondary as a Teacher in 2014.

Mr. Navei boasts twenty-three (23) years of experience in the National Public Service in education and government administration.

# 2021 PERFORMANCE REPORT

## EXECUTIVE SERVICES UNIT

The Executive Services Unit is comprised of the Office of the Secretary of the PSC Secretariat, the Internal Audit Unit, and Special Projects. The key function of the Executive Services is to provide overall leadership, management, direction, and control of the Secretariat to offer the necessary support to the Commission. The Executive Services Unit is small in terms of manpower; however, it has a wide scope of responsibility considering its oversight role over the PSC Secretariat through the Office of the Secretary.

There are four (4) staff in the Executive Services Unit, as indicated in the table below.

### OFFICERS OF THE EXECUTIVE SERVICES UNIT

No.	STAFF	DESIGNATION
1.	Mr. Terence Tupi	Secretary, PSC Secretariat
2.	Mr. Dickson Nakande	Executive Officer to the Office of the Chairman
3.	Mrs. Raga Wele	Personal Assistant to the Office of the Chairman
4.	Miss. Sybil Taule	Acting Administrative Assistant to the Office of the Secretary, PSC Secretariat

### PERFORMANCE REPORT

The Executive Services Unit has achieved quite a lot despite limited resources to fully implement some of its planned programs and activities in line with the Public Services Commissions Corporate Plan 2019 – 2023.

The Commission successfully secured funding under the Public Investment Program (PIP) in the year 2020 for the Public Services Commission (PSC) '*Institutional Capacity Building Program*' to establish three (3) regional offices in the Highlands, Momase, and New Guinea Islands regions of PNG, to strengthen its constitutional roles and responsibilities.

Construction of PSCs first regional office is currently underway in Mount. Hagen, Western Highlands Province and will serve all our clients and stakeholders in the Highlands region.

Another project is the Case Management System (CMS) in which the Commission is liaising with the European Union (EU) to provide technical and financial assistance to improve the existing CMS and develop other related databases and workflows utilizing the Information Communication Technology (ICT) space, that will ensure that the Commission serves its clients efficiently and effectively.

Below are some of the achievements and the challenges encountered.

### ACHIEVEMENT (S)

1. **Establishment of Regional Offices** – this initiative is to allow public servants at the provincial and district level to easily access the service offered by PSC. The Commission has complied with all relevant processes including the procurement, awarding, and signing of the Contract. Currently, the Commission in consultation with the Contractor, Atika Investment Ltd is working on the Highlands Regional Office to be built at Kagamuga in Mt Hagen, Western Highlands Province. Once completed, the Commission will set up similar Offices in other Regions as well.
2. **Establishment of the Organizational Review Division** – the Commission is currently working with the Department of Personnel Management to re-establish the Organizational Review Function, which is currently in progress.

3. **Development of Case Management System (CMS) and other related Databases** – this project commenced in 2019 after discussions were held with the European Union in Papua New Guinea to assist the Commission with funding, and they have come on board as our development partner and allocated K1.7 million to establish the Commission's database to enhance the operations of the Commission. Currently, the Database has been developed by an Information Communication & Technology (ICT) expert based in Melbourne, Australia, and is ready to be installed and tested to ensure it is in line with the Commission's business processes.
4. **Initiating a PSC Home Ownership Scheme for Staff of the PSC Secretariat** – this project commenced in 2014. The Commission has complied with all relevant processes in consultation with all relevant State agencies. A project proposal was developed and submitted to the Department of Lands & Physical Planning between 2016 and 2017. To date, the Commission has not received any response from the Department to advance the Commission's Home Ownership Scheme.
5. **Amalgamation of the Commission and the PSC Secretariat** – plans are underway to amalgamate the Commission and the Secretariat to become a fully independent Commission under its legislation. In 2019, the Commission established a Technical Working Committee (TWC) to deliver this project. So far, the project is progressing well, however, the Office of the State Solicitor has advised the Commission to get a clearance letter from the Department of Finance and the Department of Treasury respectively, so a Submission can be drafted and sent to the Office of the State Solicitor which will then go to the National Executive Council (NEC) for endorsement before it reaches Parliament. The Commission has already received a Clearance Letter from the Department of Finance and is awaiting a similar letter from the Treasurer, Hon. Ian Ling-Stucky, MP, CMG.
6. **PSC New Look Model** – this project started in 2016 following the establishment of the PSC Research and Review Committee. The Committee studied various Public Service Commission (PSC) models among the Commonwealth Countries after which a Concept Paper was developed and has progressed into a Policy Paper and is ready to be submitted to the NEC to seek their endorsement for funding to support the Commission to carry out Stakeholder Consultation Workshops to gauge views for the PSC New Look Model.

## **CHALLENGE (S)**

The Public Services Commission has encountered numerous challenges in the course of implementing its key projects since 2019. The ongoing COVID-19 pandemic has played a major part in restricting some of the activities from being implemented. Even though restrictions have been relaxed by the government, the implementation of our projects is at a slow pace due to funding constraints. Moreover, because the Commission's projects involve more than one actor or agency, it can be very challenging as there are compliance processes and requirements of those agencies that must be met, which can be time-consuming and slows the phase of the project. The challenges that have been identified have created delays in the implementation of many of the Commission's projects, thereby, prompting the Commission to carry most of the projects over into the following year to achieve when funding becomes available.

## **CONCLUSION**

Papua New Guinea as we know it today is going through a very deep and rapid socio-economic and socio-cultural change that it never experienced before. Therefore, the challenge for the Public Services Commission is to develop strategies to take advantage of the opportunities presented, and develop an efficient public service delivery system that will provide quality service to our people living in both the rural and urban communities in the country.



# NATIONAL REVIEW DIVISION

The National Review Division (NRD) is responsible for the review and investigation of 'Personnel Matters' lodged by officers of the National Departments and Statutory Bodies (where PSC has jurisdiction to Review Personnel Matters), including the Port Moresby General Hospital, Gerehu Hospital, and Laloki Psychiatric Hospital.

The Division is headed by Acting Commissioner National Ms. Judith Stenis and supported by the Director of the National Review Division Mr. Joshua Ngawi.

There are currently eight (8) officers in the Division; six (6) of whom are Review Officers, while two (2) are Administrative Assistants to the Office of the Commissioner National and Office of the Director National Review Division respectively. One Review Officer joined the Division in early 2021 from the Provincial Review Division through an Internal Promotion following a recruitment process. Furthermore, an Admin Assistant was brought on board on a Short-Term Contract in consultation with the Department of Personnel Management (DPM) pending recruitment and selection proceedings that are expected to take place in 2022. Details of the officers are provided in the table below.

## OFFICERS OF THE NATIONAL REVIEW DIVISION

No.	STAFF	DESIGNATION
1.	Mr. Joshua Ngawi	Director National Review Division
2.	Mr. Steven Haibaku	Principal Review Officer (Selection)
3.	Mr. Joshua Heape	Principal Review Officer
4.	Mrs. Dorothy Murray	Senior Review Officer (Discipline)
5.	Mrs. Kovina Kinawi	Senior Review Officer (Selection)
6.	Mrs. Eileen Loghuip	Review Officer (Selection)
7.	Mrs. Mary Yano	Senior Administrative Assistant to the Office of Commissioner National
8.	Mrs. Henrietta Takaili	Acting Administrative Assistant to the Office of Director National

## PERFORMANCE REPORT

The overall performance of the National Review Division (NRD) in 2021 was exceptional; with the completion of one-hundred and nine (109) review cases from three-hundred sixty-six (366) cases handled. One-hundred and twenty-eight (128) cases were registered in 2021, and the other two-hundred and thirty-eight (238) cases were from 2020 and other previous years. In comparison to the year 2020, the Division completed fifty-eight (58) Submissions in 2021 compared to forty-one (41) Submissions in 2020. On the other hand, 2021 was again a very challenging year for the Division and the Commission as a whole, which was largely due to financial constraints, manpower shortage, and the COVID-19 pandemic.

Although the Division performed exceptionally in a very challenging year, not all Review Officers performed to expectations. Furthermore, areas for improvement in 2022 and beyond have been identified and conveyed to Officers of the National Review Division.

## ACHIEVEMENT (S)

The Division had three (3) main goals to achieve in 2021 which included the following;

1. To try and complete most of the two-hundred and thirty-eight (238) Review Matters currently pending in various stages of the Review Process by July 2021;
2. To simultaneously complete at least 50% of Review Applications received in 2021 with other

outstanding matters by 31<sup>st</sup> July 2021; and

3. To close Applications for Review of Personnel Matters that qualify as Information Papers for commission determination.

In 2021, a total of one-hundred and twenty-eight (128) Applications for Review were received and registered by the National Review Division through the Office of Commissioner National. (This is twenty-two (22) Review Cases less than the one-hundred and fifty (150) Review Applications received and registered in 2020).

To that total, two-hundred and thirty-eight (238) Outstanding Cases/Review Matters that were carried over from 2020 were added taking the progressive total number of cases to three-hundred and sixty-six (366) cases in the carriage of the Division. From a total of three-hundred and sixty-six (366) cases, one-hundred and nine (109) cases have been completed with two-hundred and fifty-seven (257) pending review. At the end of 2021, the National Review Division carried over two-hundred and fifty-seven (257) cases into 2022 as Outstanding Matters.

The overall performance of the Division in 2021 has been exceptional, and that has continued from the improvements made in 2020. Although 2021 was a challenging year with the COVID-19 pandemic, financial constraints, and manpower shortage, the Division managed to complete a high number of Submissions. There were one-hundred and nine (109) cases - fifty-eight (58) were Submissions (substantive matters) and fifty-one (51) were Information Papers (non-substantive matters). Furthermore, the quality of the contents of Submissions and Advice conveying the Commissions' decisions was improved thus raising the standard of the Submissions and Advice.

Generally, the Division delivered on its *Activity Plan 2.1 – Review of Personnel Matters* outlined in the PSC 2021 Management Action Plan (MAP).

## **KEY ISSUES & SUMMARY POINTS**

- In 2021, the National Review Division (NRD) took carriage of a total of three-hundred and sixty-six (366) Review Matters of which one-hundred and twenty-eight (128) were from 2021 and two-hundred and thirty-eight (238) were Outstanding Matters.
- In 2021, the NRD received and registered one-hundred and twenty-eight (128) cases; of that total, thirty (30) cases have been completed in the same period, while ninety-eight (98) cases are pending.
- In 2021, the Division completed a total of one-hundred and nine (109) cases; thirty (30) of which were from the year 2021 and seventy-nine (79) cases were from the year 2020 and other previous years.
- In 2021, the Division completed fifty-eight (58) Submissions and fifty-one (51) Information Papers, which is an improvement from the year 2020; only forty-one (41) Submissions were completed.
- A total of two-hundred and thirty-seven (237) Outstanding Review Matters have been carried over into 2022 that are undergoing various stages of review. Some are before the Commission for decision; whilst others have been identified for closure as Information Papers for various reasons including 'lack of jurisdiction'; some cases are pending appeals for Waiver of the 60 Days statutory period; other cases are pending legal advice; others are pending decisions from the Departmental Heads concerned; whilst other cases are under substantive reviews with their respective Case Officers.
- The National Review Division undertook only one (1) Duty Travel to Goroka, Eastern Highlands Province to conduct a hearing for the Eastern Highlands and Simbu Provinces in a combined duty travel with the Provincial Review Division.



- There are eleven (11) cases from the provinces currently pending review, that has been carried over into the year 2022 as Outstanding Matters.
- For the fifty-eight (58) Submissions (substantive matters) that were completed by the NRD in 2021, the Commission made the following decisions;
  - Thirty-four (34) decisions from Heads of Agencies were Annulled.
  - Twenty-four (24) decisions of Heads of Agencies were Upheld.
  - Zero (0) decisions were varied by the Commission.

All those decisions were conveyed to the parties concerned.

**TABLE 1: SUMMARY OF PERSONNEL REVIEW MATTERS REGISTERED**

CASES	DISCIPLINE	SELECTION	TERMS & CONDITION	OTHERS	TOTAL
<b>Registered</b>	77	28	16	7	128
<b>Completed</b>	23	3	4	-	30
<b>Pending</b>	54	25	12	7	98

## CHALLENGE (S)

The COVID-19 pandemic brought unprecedented challenges not only to the Commission but also to the Government, the people, and the economic systems of the world at large. The effects of the pandemic continued in 2021 and therefore, affected work and production outputs in the Government's service delivery process and systems, which inclusively affected the Commission's constitutional functions and service delivery just like any other organization.

The monthly Government Warrants were not released promptly which had some bearing, and for some months, funds allocated were either reduced or were not given at all. This is evident in the Division making only one (1) Duty Travel to Goroka, Eastern Highlands Province in 2021 to attend to Review Matters. Budgetary cuts by the Department of Treasury also had a profound effect on the daily operations of the National Review Division and the Commission as a whole in terms of logistics, which is a prolonged problem that started in 2015.

Shortage in manpower also affected the Divisions' performance when two (2) Officers left the Division in 2020 on promotion to other Divisions. One of them, a Principal Review Officer was promoted to a Divisional Head while the former Admin. Assistant to Director National was promoted to the Office of Commissioner Provincial as an Admin. Assistant. On the other hand, a Principal Review Officer joined the Division in mid-2021 together with the Admin Assistant who is on a Short-Term Contract.

Financial constraints continued to affect the Division's Duty Travels to attend to Review Matters in the Provinces. As a result, the Division made only one (1) Duty Travel to Goroka, Eastern Highlands Province to attend to Review Matters from that province as well as Simbu Province. The Division currently has eleven (11) cases to attend to in the provinces.

## CONCLUSION

Although 2021 was again a very challenging year similar to 2020, the National Review Division managed to complete one-hundred and nine (109) Review Matters, which is a marked improvement in the Divisions performance, with thirty (30) cases from 2021 and another seventy-nine (79) from 2020 and the previous years. The Division improved its performance in 2021, although the COVID-19 pandemic and financial constraints continued to affect its operations.

The Division was understaffed in this reporting period as one of its former Principal Review Officers was

promoted to Director of the Investigation Division, but despite that, he has continued to assist the Division and has taken carriage of review cases, for which the NRD is very grateful for his generous contribution to the Division and the Commission as a whole.

The NRD carried over two-hundred and thirty-seven (237) Review Matters as *Outstanding Matters* into the year 2022. Of the two-hundred and thirty-seven (237) cases few are pending Commission decisions, while others are pending appeals for waiver of the 60 Days statutory time; some are pending decisions from Departmental Heads concerned, and some are pending Legal Advice or Clearances. Furthermore, forty-five (45) cases have been identified for discontinuation of their respective Reviews and have been closed as *Information Papers*. These are currently pending other appropriate actions to be taken before making recommendations for their closures.

It is envisioned that the National Review Division will try its best to maintain the Rate of Performance conducted in 2020 and 2021 with continuous improvements in a timely and objective manner. However, assistance will be required from the Office of the Secretary, PSC Secretariat in terms of manpower increases and logistics support.

Finally, the hard work of the Review Officers, Administrative Assistants, Director Investigations, the Legal, Advisory & Litigation Division, and the Corporate Services Division, in particular, the I.T Section must be commended for another very challenging year, as each of their effort and commitment has helped the Division to achieve what is reported here in 2021. The Divisions' acknowledgment and appreciation are also extended to the leadership and management of the Executive Management Team for their vision, direction, and decisions made with limited resources.

## PROVINCIAL REVIEW DIVISION

The core function of the Provincial Review Division is to undertake a 'Review of Personnel Matters' lodged by aggrieved public servants employed by the Provincial Administrations and Public Hospitals or Health Authorities established in the provinces as stipulated under Section 18 of the *Public Services (Management) Act 1995 (as amended)*. The report provides different aspects of managing the 'Personnel Review Matters' and outlines the Divisions' achievements, challenges, and recommendations to manage the challenges.

The Division is headed by Acting Commissioner Provincial Mr. Richard Simbil and is supported by the Acting Director of the Provincial Review Division Ms. Koya Ope Leslie.

There are currently seven (7) officers in the Division; five (5) of whom are Review Officers whilst two (2) are Administrative Assistants to the Office of Commissioner Provincial and Director Provincial Review Division respectively. Details of the officers are provided in the table below.

### OFFICERS OF THE PROVINCIAL REVIEW DIVISION

No.	STAFF	DESIGNATION
1.	Ms. Koya Ope Leslie	Acting Director Provincial Review Division
2.	Ms. Schola Muou	Principal Review Officer (Terms & Conditions)
3.	Mr. Barnabas Bineke	Acting Principal Review Officer (Discipline)
4.	Mr. Enos Gura	Review Officer (Selection)
5.	Ms. Dorothy Memafu	Acting Review Officer (Discipline)
6.	Mrs. Norris Sevese	Senior Administrative Assistant to Commissioner Provincial
7.	Mrs. Mary Feaviri	Administrative Assistant to Director Provincial

**Note:** There are four (4) vacancies in the Division. They include Principal Review Officer (Discipline), Senior Review Officer (Discipline), Senior Review Officer (Selection), and Review Officer (Discipline).

### PERFORMANCE REPORT

In 2021, the Provincial Review Division registered a total of two-hundred and forty-one (241) cases from which ninety-two (92) cases were reviewed and closed, whilst one-hundred and forty-nine (149) cases were carried over into 2022.

The table below contains the statistical summary of the review cases registered in 2021, together with the types of cases registered.

**TABLE 1: SUMMARY OF PERSONNEL REVIEW MATTERS REGISTERED**

No.	ITEM	STATISTICS
1.	Cases Registered	241
2.	Cases Completed	92
3.	Cases Pending Review	149

**TABLE 2: TYPES OF CASES REGISTERED IN 2021**

No.	NATURE OF CASE	STATISTICS
1.	Discipline	181
2.	Selection	47
3.	Terms & Conditions of Employment	13
<b>TOTAL CASES</b>		<b>241</b>

The division has undertaken a Review of Personnel Matters concerning *Discipline, Selection, and Terms and Conditions of Employment* for Simbu, Eastern Highlands, East New Britain, West New Britain, and Central and Gulf Provinces as indicated in Table 3.

**TABLE 3: STATISTICAL SUMMARY OF COMMISSIONS' ORAL HEARINGS**

No.	PROVINCE	MONTH	VENUE	NUMBER OF CASES
1.	Central Provincial Administration	January – October 2021	Tan Investment Building - Port Moresby	2
2.	Eastern Highlands Provincial Administration and Eastern Highlands Provincial Health Authority	June 2021	Bird of Paradise Hotel - Goroka	12
3.	Simbu Provincial Administration and Simbu Provincial Health Authority	June 2021	Bird of Paradise Hotel - Goroka	14
4.	East New Britain Provincial Administration and East New Britain Provincial Health Authority	June 2021	Gazelle International Hotel – Kokopo	8
5.	West New Britain Provincial Administration and West New Britain Provincial Health Authority	November 2021	Liamo Reef Resort - Kimbe	11

A total of K82, 986.76 was spent on Duty Travel for the Provincial Review Division in 2021. The cost as outlined in Table 4 contains the travel involved for the Serving of the Summons and Oral Hearings.

**TABLE 4: FINANCIAL COST FOR DUTY TRAVEL**

No.	DUTY TRAVEL TO THE PROVINCES	COST (PGK)
1.	Eastern Highlands Province and Simbu	K32, 912.76
2.	East New Britain	K22, 473. 00
3.	West New Britain	K27, 601.00
<b>TOTAL</b>		<b>K82, 986. 76</b>

NOTE: Statistics of all Provincial Review Cases are captured in Appendix J

## ACHIEVEMENTS

The Provincial Review Division performed exceptionally well in this reporting period as outlined below;

- Ninety-two (92) cases were completed (45 Submissions and 47 Information Papers).
- The Acting Director of the PRD requested advance funding of K50, 414.26 for Duty Travel to attend to Review Matters in the Eastern Highlands, Simbu, East New Britain Provinces, and West New Britain which was granted by the Secretary in the 2<sup>nd</sup> Quarter of 2021.
- The PRD successfully liaised with aggrieved officers from the Gulf Provincial Administration and the CEO of the Gulf Provincial Health Authority to appear before the Commission by way of Summons in Port Moresby which resulted in savings of about K10, 000.00 from the Commission's Funds.
- About fifty-two (52) cases were heard in 2021 out of the two-hundred and forty-one (241) cases registered in 2021.

## **CHALLENGE(S)**

Financial constraints continue to be a major hindrance for the Division to carry out the Commission's Constitutional functions as required under Section 18 of the *Public Services (Management) Act 1995 (as amended)*.

Another constraint is the lack of manpower to attend to Review Matters registered by the Division, which has increased in this reporting period.

## **RECOMMENDATION(S)**

- It is strongly recommended that additional funding be sought from the Department of Treasury so that the Division can efficiently perform its role to reduce the number of cases that accumulate each year.
- Four (4) Vacant positions must be advertised and filled to address the manpower issues within the Division.

## **CONCLUSION**

The Provincial Review Division continues to perform its role diligently and satisfactorily despite the limited funding available.

# ASSESSMENT DIVISION

The core function of the division is to conduct a detailed assessment of all applications for positions of Heads of National Government Departments, Provincial Administrations, Regulatory Statutory Authorities (RSAs'), and other Government Bodies, and it is tasked with the highest responsibility to ensure that the Commission is seen capable of fulfilling this role by making recommendations on appointments, based solely on merit or in-compliance with the 'Merit-Based Appointment' statutory requirements in a fairly and transparent manner.

The 'Merit-Based Appointment' process is set out under **Section 193 (2) to (4)** of the **National Constitution, Section 25A** of the **Public Service (Management) Act 1995 (as amended)**; and **Sections 5 and 6 of the Regulatory Statutory Authorities (Appointment to Certain Offices) Act 2004**.

The division manages all consultations on appointments and provides suitable recommendations to the Commission members through its assessment for endorsement and decision. It is based on that recommendation that the Commission deliberates and advises the Government by way of a recommendation to the National Executive Council (NEC) regarding appointments, suspensions, and revocations of appointments of Departmental Heads, Provincial Administrators, Heads of Regulatory Statutory Bodies, and non-ex-officio Board Members of RSAs'.

The division has a staffing strength of nine (9) officers who are under the leadership of the Director of Assessment Ms. Rachel Wii. Toward the end of 2021, one (1) Senior Assessment Officer resigned on a Promotional Transfer, taking the total number of officers in the division to eight (8). Details of the officers are provided in the table below.

## OFFICERS OF THE ASSESSMENT DIVISION

No.	STAFF	DESIGNATION
1.	Ms. Rachel Wii	Director Assessment Division
2.	Mr. Timothy Waringe	Principal Assessment Officer (Provincial Administration)
3.	Mr. Victor Lismond	Principal Assessment Officer (Statutory Bodies)
4.	Ms. Geraldine Pai	Senior Assessment Officer (Provincial Administration)
5.	Mr. Oscar Maina	Senior Assessment Officer (Provincial Administrations)
6.	Ms. Shashoney Waita	Assessment Officer (National Departments)
7.	Ms. Geraldine Simai	Assessment Officer (Provincial Administrations)
8.	Ms. Carolyn Pirika	Assessment Officer (Statutory Bodies)
9.	Ms. Maggie Willie	Administrative Assistant

NOTE: The Assessment Division has a total of eleven (11) positions with three (2) funded positions that are vacant and are yet to be filled.

## PERFORMANCE REPORT

The Assessment Division has performed exceptionally well in the expected turnaround time for consultation matters, ensuring all the requirements were met and provided at the earliest by the short-listed candidates and the respective agencies and Ministries.

In this reporting period, the division focused on its main objective which is to ensure that the recruitment process is fair and transparent, based on merit. The division was able to complete thirty-nine (39) consultation matters on permanent appointments, within the two (2) months turnaround time, considering that the submission of consultation to PSC is in order, and eighty – seven (87) consultation matters on acting appointments were completed within a reasonable time (at least a week or less, upon receipt of the consultation).

The division provided forty-five (45) appropriate responses on several consultations, whether on permanent appointments, acting appointments, or RSA Board appointments through the provision of correct and quality advice.

The division also assisted the Media & Publication Branch to develop a Brochure on the *Roles and*

*Functions of the Assessment Division* for awareness purposes, by providing information, feedback, and suggestions for improvements and inclusion in the Brochure.

We have also tried to maintain the standard operating procedures in terms of the administration of consultation matters within our carriage by maintaining uniformity and consistency in our assessments.

In terms of staffing, attendance and punctuality have been generally good.

## **ACHIEVEMENT(S)**

The main achievements of the Division in 2021 include:

- ❖ Completion of thirty-nine (39) Consultations on Permanent Appointments, of which five (5) cases were carried over into the year 2022 that include: One (1) Permanent Appointment; One (1) RSA, and two (2) RSA Boards.
- ❖ Completion of eighty- nine (89) Consultations on Acting Permanent Appointments with three (3) cases to be carried over into the year 2022. *[Progress status of all Consultations on Appointment Matters are captured in Appendix K].*
- ❖ The division performed exceptionally well in meeting the expected turnaround time, which is two (2) months for the completion of Consultations on Permanent Appointments.
- ❖ The Draft Proposed RSA Bill 2020 has been reviewed and submitted to the Department of Personnel Management (DPM) via email as per the Commission's endorsement of PSCs' input.

## **CHALLENGE(S)**

Lack of funding was an ongoing challenge encountered in the year, as a result of budget cuts to PSC's budget. This hindered progress and caused unnecessary delays in meeting deadlines and reporting effectively to management.

The division was not able to travel to conduct interviews which is a necessary part of the Consultations to assess the short-listed candidates when they are being interviewed. However, most of the short-listed candidates managed to meet their expenses to fly into Port Moresby for their interviews.

Another challenge is the low supply of Office Stationaries like paper, as most times we had to borrow from other divisions or even purchase our own. Also, the continuous breakdown of the printer on the floor that the division occupies was another is another major concern that needs to be rectified.

## **RECOMMENDATION(S)**

- ❖ It is strongly recommended that separate funding be allocated to the division so that Assessment Officers can organize travel to conduct interviews in the provinces when required.
- ❖ A brand-new printer for the second floor is purchased together with a separate printer for the Office of the Director Assessment to print final submissions.

## **CONCLUSION**

In 2021, the Assessment Division performed exceptionally well and continues to contribute meaningfully as and when required to work on other projects from time to time.



# INVESTIGATION DIVISION

The core function of the Investigation Division is to conduct effective investigations into serious allegations made against Departmental heads, Provincial Administrators, and Chief Executive Officers of Regulatory Statutory Authorities (RSAs) under Sections 31C, 31D, and 60C of the *Public Services (Management) Act 1995 (as amended)* and Section 7 of the *Regulatory Statutory Authorities (Appointment to Certain Offices) Act 2004*. This is captured in the Public Services Commission Corporate Plan 2019 – 2023 under Corporate Outcome 1.

## **Corporate Plan Outcome 1 – Improvement in Compliance with Mandatory Functions and Requirements of the Public Services Commission.**

The goal of the Division is to comply with relevant legislation and implement recommendations of three (3) strategies this year. We will know we have achieved this when quality investigations are conducted and recommendations are implemented within a reasonable time.

The Division is under the leadership of the Director of Investigation, Mr. David Hanaromo, and has a total staff strength of eight (8) with four (4) vacant positions.

### **OFFICERS OF THE INVESTIGATION DIVISION**

<b>No.</b>	<b>STAFF</b>	<b>DESIGNATION</b>
1.	Mr. David Hanaromo	Director Investigation Division
2.	Mrs. Ravugerea Vagoli Ginis	Principal Investigator – National/Statutory Bodies
3.	Mr. Vali Vanua	Principal Investigator – Provincial Administration
4.	Mrs. Chrysolyte Nicholas	Administrative Assistant to the Office of Director Investigation

## **PERFORMANCE REPORT**

The Investigation Division performed well in this reporting period, focusing on four (4) Corporate Strategies under Corporate Outcome 1, which include;

1. Implement the Standard Operating Procedures (SOP) Manual;
2. Conduct investigations into allegations against Departmental Heads, Provincial Administrators, and Chief Executive Officers of Regulatory Statutory Authorities as directed by the Office of the Chairman;
3. Conduct awareness of the Investigation Process; and
4. Publish materials on the Investigation Process.

## **Corporate Strategy 1: Implement the Investigations Standard Operating Procedures (SOP) Manual**

The *Investigator's Standard Operating Procedures (SOP) Manual* is completed and has been endorsed by both the Senior Management Committee (SMC) and Commission Members to be used as a guide for Investigators to conduct effective investigations into serious allegations against Departmental Heads, Provincial Administrators, and Chief Executive Officers of RSA's.

The other guidelines like the *Police Complaint Process* and the *Investigators Code of Ethics and Conduct* have also been completed and endorsed by the Senior Management Commission (SMC) and the Commission Members.

## Corporate Strategy 2: Conduct awareness on the Investigation Process.

The Division has already completed the PowerPoint presentation that spells out the role and function of the Division for inclusion in the PSC Awareness Program. A presentation on the role and functions of the Division was done during the PSC Induction Program at the Pacific Institute of Leadership & Governance (PILAG) in March 2021.

Unfortunately, the Commission was not able to conduct any awareness programs this year due to funding constraints and the COVID-19 pandemic.

## Corporate Strategy 3: Publish Materials on Investigation Process

The Division has completed the awareness brochure which has been finalized and endorsed by the Senior Management Committee (SMC) and Commission Members. The brochure highlights the role and function of the Division in PSC and has been endorsed, printed, and disseminated to the Commission's clients and stakeholders.

### ACHIEVEMENT (S)

These are some of the notable achievements of the Division in this reporting period:

- The Division was able to close four (4) of the six (6) matters that were referred to the Division by the Commission. The Division would have closed all cases if the full Investigation Report was submitted by the Independent Investigation Committee (IIC) to the Commission;
- The Division has completed the Investigation Process brochure which has been circulated to our clients and stakeholders;
- The Division was able to achieve all its Corporate Strategies outlined in the PSC Corporate Plan 2019 -2023; and
- The Division continues to assist the National Review Division close sixteen (16) Review of Personnel Matter files in this reporting period.

### Investigation Matter(s)

Below is a Table on the *Summary of Serious Allegations against Departmental Heads, Provincial Administrators, and Chief Executive Officers of Regulatory Statutory Authorities (RSA)* that were referred to the Commission by the Public Service Minister for investigation. In 2021, the following matters were received by the Commission for consultation.

No.	DEPARTMENT/PROVINCIAL ADMINISTRATION	NATURE OF ALLGEOATIONS	RECOMMENDATION/REMARKS
1.	Secretary, Department of Finance.	Organizational Mismanagement & Misappropriation of Public Funds.	New evidence was provided by the Finance Minister. The Secretary was cleared of the allegations.
2.	Secretary, Department of Commerce, Trade and Industry.	Sexual Harassment.	Revocation of appointment and termination of Contract of Employment.
3.	Secretary, Department of Foreign Affairs and International Trade.	Incompetence, negligence of duty; undermining of executive government's decision; abuse of office; official corruption; fraud, and misapplication of State funds.	Suspension to be uplifted and recalled to complete her term and a warning to be issued to her by the Minister for Foreign Affairs and International Trade.
4.	Secretary, Department of Agriculture and Livestock.	Misappropriation of funds.	Secretary has been suspended from Office.

5.	Provincial Administrator, Simbu	Misappropriation of funds.	Provincial Administrator has been suspended from Office.
6.	Secretary, Department of Higher Education, Research, Science & Technology.	Fraud and Abuse of Office.	Secretary suspended from Office.
7.	National Statistician, National Statistical Office.	Misconduct and mismanagement in Office.	Revocation of appointment and termination of Contract of Employment.

Only two (2) matters remain outstanding and were carried over into the year 2022 due to an incomplete Investigation Report by the Public Service Independent Investigation Committee (PSIIC). The two (2) matters are that of the Simbu Provincial Administrator and Secretary, Department of Agriculture and Livestock.

There were five (5) internal investigations conducted all at the request of the PSC Disciplinary Committee. There are no outstanding internal investigations.

### Review Matter(s)

Due to manpower constraints faced by the National Review Division, the Investigation Division continues to assist with Review Matters. In 2021, the Division was able to dispose of sixteen (16) Review Matters, that were all undertaken by the Director of Investigation. Below is a list of the closed Personnel Matters.

No.	ORGANIZATION	REVIEW NUMBER	NATURE OF CASE	TYPE OF DECISION
1.	Department of Treasury (Extractive Industries Transparency Initiative)	PSC2-24A-PNGEITI:135/2020	Discipline	Annul
2.	Department of Treasury (Office of Insurance Commissioner)	PSC2-24A-OIC:43/2020	Selection	Annul
3.	PNG National Museum & Art Gallery	PSC4-47-PNGMAG:95/2020	Discipline	Annul
4.	National Cultural Commission	PSC4-21C-NPAT:28/2020	Discipline	Uphold
5.	National Cultural Commission	PSC4-21C-NCC:139/2020	Discipline	Uphold
6.	Department of Education	PSC2-6-EDU:07/2020	Selection	Uphold
7.	Department of Health	PSC2-10-HEA:89/2019	Discipline	Annul
8.	Department of Higher Education, Research, Science & Technology	PSC2-6A-HERST:45/2019	Discipline	Uphold
9.	Department of Higher Education, Research, Science & Technology	PSC2-6A-HERST:52/2019	Discipline	Annul
10.	Department of Higher Education, Research, Science & Technology	PSC2-6A-HERST:118/2019	Discipline	Uphold
11.	Department of Justice & Attorney General (Community Corrections)	PSC2-11-J-CCRS:02/2019	Discipline	Uphold
12.	PNG National Civil & Identity Registry	PSC3-11-MOPA:105/2019	Discipline	Uphold
13.	Department of Commerce, Trade & Industry (SMEC)	PSC2-21A-CIND:11/2016	Discipline	Annul
14.	Department of Labor & Industrial Relations (National Training Council).	PSC2-12-NTCC: 28/2019	Discipline	Annul
15.	Department of Police	PSC2-16-POL:131/2018	Discipline	Uphold
16.	Department of Works	PSC2-23-DOW:152/2014	Discipline	Uphold

The Director also undertook one (1) Duty Travel with the National Review Division to Goroka, Eastern Highlands Province to conduct a Commission Oral Hearing into a Personnel Review Matter.

## **CHALLENGE (S)**

The Division encountered challenges in performing its mandated role in this reporting period. One of those challenges was finding appropriate and specific training in the area of Investigation. This training will assist Investigators to be able to undertake different types of investigations.

The Division was unable to conduct awareness on the Investigation Process due to funding constraints as well as COVID-19 restrictions.

Another challenge was the delay in the Final Investigation Reports from the Public Service Independent Investigation Committee (PSIIC) being furnished to the Commission. This has resulted in the delay of the Commission in providing its recommendation to the Public Service Minister in regard to the suspension and revocation of appointments of Departmental Heads, Provincial Administrators, and Chief Executive Officers of Regulatory Statutory Authorities. Under *Section 60B (a) (iv) (2) (ii)* of the *Public Services (Management) Act 1995 (as amended)*, the Final Investigation Report from the Independent Investigation Committee (ICC) should reach the Commission within 30 days. This does not happen and is a major challenge for the Division.

One other challenge faced by the Division is that the Final Investigation Reports on many occasions are not accompanied by credible evidence that the Investigation Committee relies upon to base its findings and recommendations which has hampered the Division's performance in disposing of matters promptly.

## **RECOMMENDATION**

The Divisions manpower must be strengthened with the recruitment of Officers for the four (4) vacant positions to enable the Division to achieve its activities under the PSC Corporate Plan 2019 – 2023.

## **CONCLUSION**

In conclusion, the Division has performed well in 2021 and will continue to improve and contribute meaningfully in performing the mandated function of the Commission.

# LEGAL, ADVISORY & LITIGATION DIVISION

The core function of the Legal, Advisory & Litigation Division is to provide efficient and effective legal services to the Public Services Commission and the PSC Secretariat.

The Division consists of two (2) Branches, namely the Advisory Branch and the Litigation Branch.

The main functions of the Advisory Branch are to;

- Provide Legal Opinion/Advice upon request by the Commission and the PSC Secretariat;
- Correct Draft Submissions prepared by Review Officers before they are finalized and presented for Commission Decisions;
- Correct Draft Advice prepared in line with the Commission's Decision for the Chairman's signature;
- Represent the Commission or accompany Commission Members to large conferences whenever required; and
- Attend Section 18 Commission Oral Hearings.

The main functions of the Litigation Branch are to;

- Appear for the Commission in legal proceedings in which the Commission or Commission Members are a party;
- Prepare court documents in legal proceedings in which the Commission or Commission Members are parties;
- Liaise with Legal Officers and private law firms representing other parties to legal proceedings in which the Commission is a party; and
- Attend Section 18 Commission Oral Hearings.

The Legal, Advisory & Litigation Division currently has six (6) officers, one of whom is an Administrative Assistant to the Office of the Director of Legal, Advisory & Litigation. The substantive Director of the Legal, Advisory & Litigation Division is Mr. Richard Simbil who has been appointed Acting Commissioner Provincial since 2020 as a result, the position has alternated between Principal Legal Officer Mr. Manasseh Ranyeta and Senior Legal Officer Mr. Tobert Torato respectively.

Details of the officers that make up the Legal, Advisory & Litigation Division are captured in the table below.

## OFFICERS OF THE LEGAL, ADVISORY & LITIGATION DIVISION

No.	STAFF	DESIGNATION
1.	Mr. Tobert Torato	Acting Director Legal, Advisory & Litigation
2.	Mr. Manasseh Ranyeta	Principal Legal Officer (Litigation)
3.	Ms. Monia Kale	Senior Legal Officer (Advisory)
4.	Miss. Fiona Yandi	Acting Senior Legal Officer (Advisory)

*NOTE: Positions that remain vacant include Principal Legal Officer (Advisory) and Legal Advisor.*

## PERFORMANCE REPORT

Despite the challenges posed by COVID-19, this year has been a productive year for the Division. The Division was able to vet two-hundred and eighty-seven (287) Review Files, as well as attend to the various litigation cases. The Division also provided ten (10) Legal Opinions and performed other functions and responsibilities under its Annual Work Plan.

The Division has performed well in this reporting period and this report will therefore outline the Division's achievements in 2021, as well as the challenges faced.

## **ACHIEVEMENT (S)**

There were several achievements by the Division in 2021, that include;

- Successfully defended and dismissed four (4) Judicial Review Proceedings instituted by the Secretary of the Department of Defence, challenging decisions of the Commission about Personnel Review Matters.
- The provision of ten (10) Legal Opinions/Advice to the Members of the Commission and Officers of the PSC Secretariat on various Legal issues regarding the roles and functions of the Commission.
- Complete vetting of eighty-nine (89) Submissions, one-hundred and thirty-three (133) Advice, and sixty-five (65) Information Papers from the National and Provincial Review Divisions.

## **CHALLENGE (S)**

The main challenge for the Division this year was funding constraints, which prevented the Division's lawyers from attending Court cases outside Port Moresby, as well as attending Commission Hearings that were conducted in the provinces. Furthermore, two (2) of the Commission's lawyers did not have their Practicing Certificates renewed this year. This now puts the Commission at risk, if the registered lawyers are not able to attend Court.

Furthermore, given the fact that the substantive Director, Mr. Richard Simbil is acting in another position, the number of actual lawyers in the Division was only four (4), which meant that the workload was very high, which in turn affected efficiency and output.

## **RECOMMENDATION (S)**

These are some recommendations from the Legal, Advisory & Litigation Division for consideration:

- The Office of the Secretary and Manager of Finance set aside and prioritize funding for lawyers' travel, and if possible, create a separate Vote for the Legal, Advisory & Litigation Division;
- The Commission and PSC Secretariat must review the current packages and incentives offered to lawyers so that it is competitive and on par with that of private law firms, companies, and other Constitutional Offices and State agencies; and
- Recruitment be done for two (2) vacant positions in the Division, more specifically for the Principal Legal Officer (Advisory) and Legal Advisor positions.

## **CONCLUSION**

Even though 2021 was a challenging year for the Division it was able to fulfill its tasks and responsibilities and provide effective and efficient legal services to the Commission and the PSC Secretariat.

## CORPORATE SERVICES DIVISION

The primary role of the Corporate Services Division (CSD) is to provide a high standard of corporate administrative service to support the core divisions to achieve the Commission's Mission and Objectives as outlined in the Public Services Commission's Corporate Plan 2019 – 2023.

There are five (5) Branches that make up the Corporate Services Division that including Human Resource Management, Finance, Information Technology, Media & Publication, and Registry. The Division is under the leadership of Mr. Waga Navei who is the Director of CSD. Mr. Navei oversees twenty-five (25) staff, however, in this reporting period, three (3) Officers left the Division; one through retirement, and two (2) others resigned to pursue other interests. There are currently twenty-two (22) Officers in the Corporate Services Division as indicated in the table below.

### OFFICERS OF THE CORPORATE SERVICES DIVISION

No.	STAFF	DESIGNATION
1.	<b>OFFICE OF THE DIRECTOR OF CORPORATE SERVICES</b>	
	Mr. Waga Navei	Director Corporate Services
	Mrs. Kerry Gapi	Administrative Assistant to the Office of Director Corporate Services
	Mrs. Elizabeth Unido	Receptionist/Administrative Assistant
	Mr. Denys Joke	Driver
	Mr. Leo Paiera	Driver
	Mr. Joe Rove	Executive Security Officer
	Mr. James Kepe	Front Desk Security Officer
	Mrs. Tonia Nano	Auxiliary Staff (Cleaner)
Ms. Ronny Mek	Auxiliary Staff (Cleaner)	
2.	<b>HUMAN RESOURCE MANAGEMENT (HRM) BRANCH</b>	
	Mr. Douglas Formai	Acting Manager Human Resource Management
	Mrs. Geraldine Sema	Acting Senior Human Resource Officer
	Ms. Gaye Lausi	Acting Human Resource Officer/Paymaster
3.	<b>FINANCE BRANCH</b>	
	Mr. Goodwin Beliga	Manager Finance
	Mr. Freddy Walkin	Budget Officer
	Mr. Neidab Ulu	Certifying Officer
	Miss. Miriam Namesi	Examiner
Miss. Idalyn Jonah	Travel & Purchasing Officer	
4.	<b>INFORMATION TECHNOLOGY (I.T) BRANCH</b>	
	Mr. Terupo Boone	Acting Network Administrator
5.	<b>MEDIA &amp; PUBLICATION BRANCH</b>	
	Ms. Dorah Gawi	Principal Media & Publication Officer
	Miss. Nadia Marai	Senior Media & Publication Officer
6.	<b>REGISTRY BRANCH</b>	
	Mr. Eli Iwa	Acting Registry Clerk
	Mr. Julius Omuru	Acting Assistant Registry Clerk

### PERFORMANCE REPORT

The year 2021 has been a challenging year with some achievements made amidst the financial constraints that PSC continues to face in this reporting period. Despite this constraint, the Corporate Services Division has performed and produced some results from the five (5) branches as well as the Office of the Director of Corporate Services by continuing to offer their support administratively and within the limited financial resources allocated to meet the aspirations and mandate of the Commission and PSC Secretariat as outlined in the reports provided.

## Director Corporate Services

The Director is an automatic member of several Committees that include the PSC Disciplinary Committee, PSC Training & Development Committee PSC Contract Review Committee, and he is also a Co-opt Member of the PSC Corporate Image Committee.

Below are statistics highlighting the performance of the Disciplinary and Contract Review Committees in this reporting period.

### PSC Disciplinary Committee

NO. OF MEETINGS HELD	NO. OF DISCIPLINARY CASES RECEIVED	TYPES OF DISCIPLINARY MATTERS	MATTERS COMPLETED	MATTERS PENDING
9	8	<ul style="list-style-type: none"> <li>• One (1) case of stealing in the Office.</li> <li>• One (1) suspected case of the Officer being involved in stealing PSC's vehicle.</li> <li>• Two (2) cases of abscondment.</li> <li>• One (1) case of disclosing confidential information.</li> <li>• One (1) case of damaging PSC's vehicle.</li> <li>• One (1) case for compromising Public Service recruitment.</li> </ul>	6	2

### PSC Contract Review Committee

NO. OF MEETINGS HELD	NO. OF CONTRACT MATTERS	TYPES OF CONTRACT MATTERS	MATTERS COMPLETED	MATTERS PENDING
6	12	<ul style="list-style-type: none"> <li>• Expiry &amp; renewal of eight (8) Senior Officers Contracts.</li> <li>• Expiry of one (1) Senior Officer's Contract due to Retirement.</li> <li>• Expiry and extension of three (3) Officers Short-Terms Contracts.</li> </ul>	12	NIL



- **Management and Advice to Branch Managers and Staff**

The Director of Corporate Services continued to manage the Corporate Services Division and advised Branch Managers and staff on various official and administrative issues of Finance, Human resources, Information Technology (I.T), Media & Publication, and Registry, to perform their respective tasks diligently, and to adhere to the rules of the Public Service that are contained in the *Public Services (Management) Act*, *Public Finance (Management) Act*, and the *Public Service General Orders*.

The Director diligently attended to the administrative tasks in terms of facilitating decisions of the Secretary, PSC Secretariat through Minutes, and also referred administrative matters procedurally to the Secretary. Also advised and ensured Security Staff and Receptionist were continuously providing Services at the Front Desk/Counter.

The Director also advised the Manager HRM and HR Officers to administer and advise his Office and Office of the Secretary, concerning HR issues that have risen and are evident over the past years up until 2021. HR Matters must be administered in compliance with the *PS(M) Act* and the *General Orders*.

The Director ensured that the Registry Clerk was continuously reminded to upgrade the Archive Room with Crystal Files and to also ensure that he performs his duties effectively and supervise Assistant Registry Clerk. The Acting Network Administrator was also advised to continue to work on all I.T matters, especially to troubleshoot email problems and ensure that I.T systems are maintained; and also assist in updating fixed assets in liaison with the Travel and Purchasing Officer, to keep proper records of the assets of the Commission.

Manager Finance and staff in the Finance Branch were advised to continue to administer acquittals of public funds that are used by PSC and that Claims approved by the Secretary, PSC Secretariat, and payment is made in compliance with the Public Finance Management Act.

- **Office Maintenance**

Some of the major maintenance requests that were attended to in this reporting period included servicing of air conditions, building a filing room for the Commission, and maintenance of the Offices of Director Assessment and Director Provincial Review, however, most of these maintenance activities were delayed or not attended to by L.J Hooker.

- **Implementation of PSC Motor Vehicle Management Policy**

The Division continues to implement the PSC Motor Vehicle Management Policy that was printed and distributed to all Divisional Directors. The Director continued to coordinate and manage the PSC bus, and Toyota Hilux, and the drivers were advised to ensure that vehicles are used, based on the availability of fuel, and to ensure there are no mechanical problems encountered.

- **Payroll Reconciliation**

Payroll Reconciliation is an ongoing and important official activity therefore, as per the directive of the PSC Audit Committee, the Human Resource Management Branch is to continue work on the Payroll Reconciliation each fortnight to ensure there are no discrepancies with PSCs' salary threshold.

## Human Resource Management (HRM) Branch

The Human Resource Management (HRM) Branch is responsible for the proper management of human resource functions and activities within the Commission and PSC Secretariat. This is done through continuous communication with staff and assessment of human resource capacity, enhancements of training capacity methods, functions, and manpower planning, ensuring compliance with the public service laws and regulations, and effective management and implementation of human resource policy and staff recruitment.

In this reporting period Manager, Human Resource Management Mrs. Mary Solomon officially retired in July 2021. Mrs. Solomon retired alongside Principal Review Officer, National Review Division Mr. Brian Avuti who both signed their Deeds of Release in October 2021. Following the retirement of Mrs. Solomon, Senior HR Officer Mr. Douglas Formai was appointed to act as Manager HRM; Mrs. Geraldine Sema was appointed to act as Senior HR Officer, and Ms. Gaye Lausi as HR Officer.

### Manpower & Recruitment

There was a slight increase in the Position Occupancy within the PSC Secretariat in 2021, which saw two (2) Admin. Assistants recruited on Short-Term Contracts for the Office of the Secretary, PSC Secretariat, and Office of the Director National Review Division.

#### Staff Establishment & Manpower

NO.	DIVISION	NO. OF STAFF ON STRENGTH	NO. OF VACANCIES	TOTAL NO. OF POSITIONS
1.	Commission	1	2	3
2.	Executive Unit	4	0	4
3.	National Review	7	5	12
4.	Provincial Review	7	4	11
5.	Legal, Advisory & Litigation	6	2	8
6.	Investigation	4	4	8
7.	Assessment	8	3	11
8.	Corporate Services	21	11	32
<b>TOTAL</b>		<b>58</b>	<b>31</b>	<b>89</b>

### Training & Development

The PSC Training & Development Committee held five (5) Meetings up to the fourth (4<sup>th</sup>) Quarter and endorsed Staff Training for the year 2022 as well as fees to be paid by the Finance Branch when funds are available.

#### PSC 2021 Training & Development Table

NO.	OFFICER & DIVISION	PROGRAM OF STUDY & INSTITUTION	DURATION	STATUS TRAINING
1.	Mr. Richard Simbil Legal, Advisory & Litigation Division	Masters in Economics & Public Policy (UPNG)	2 years	Graduate in April 2022
2.	Ms. Rachel Wii Assessment Division	Masters in Economics & Public Policy (UPNG)	2 years	Ongoing
3.	Ms. Dorothy Memafu Executive Services	Bachelor in Management (DWU)	2 years	Graduate in March 2022
4.	Mrs. Geraldine Sema Corporate Services Division	Bachelor in Management (DWU)	2 years	Graduate in March 2022
5.	Mrs. Ravugera Glis Investigation Division	Masters in Public Administration (Flinders University –	2 years	Classes to commence in 2022

		Adelaide)		
6.	Mr. Timothy Waringe Assessment Division	Masters in Public Administration (DWU)	2 years	Classes are to commence in May 2022.
7.	Ms. Dorah Gawi Corporate Services Division	Master of Leadership in Business Administration (DWU)	2 years	Classes are to commence in April 2022.
8.	Mr. Waga Navei Corporate Services Division	Graduate Diploma in Economics & Public Policy (UPNG)	TBA	Part-time (yet to commence training due to funding).
9.	Miss. Miriam Namesi Corporate Services Division	Diploma in Public Administration (PILAG)	1 year	Part-time (ongoing)
10.	Mrs. Mary Yano National Review Division	Diploma in Public Administration (PILAG)	1 year	Part-time (ongoing)

### Staff Performance Appraisal

The Staff Performance Appraisals were carried out within the two (2) six-month periods (January to June and July to December 2021). All Divisions submitted their performance appraisals and according to HR Records, twenty-five (25) Officers are on Salary Grade Point 5.

### CHALLENGE (S)

It was a challenge for the Human Resource Branch in this reporting period to access the Alesco Payroll System following the hacking of the Integrated Financial Management System (IFMS) in October. Overcrowding was a major issue faced by the Department of Finance (DoF) when allocating computers, as the office at most times was filled with officers from all other government organizations converging to Vulupindi Haus to access the payroll. The DoF then decided to schedule organizations into different time slots and days to avoid this inconvenience which somewhat relieved the situation. Moreover, we decided that due to PSCs' proximity to the Department of Finance we decided to capitalize on that and started using the facilities from 7:30 am – 9:00 am each day to avoid the rush, which has worked out well for us apart from our scheduled time every Wednesday's at 11 am. We hope the system is fixed and restored to each organization.



Acting Senior HR Officer Mrs. Geraldine Sema accessing the Alesco Payroll System at the Department of Finance.

## Finance Branch

The Finance Branch ensures there is effective management, monitoring, and control of financial records and transactions, planning, organizing, leading, coordinating, and reconciliation of financial activities, relative to accounting and budgeting; provision of prudent and sound financial advice to the Commission on all financial matters; preparation of the Commissions' Annual Budget Submission; ensuring effective implementation of the Commissions' Budget; ensuring proper certification and examination of all claims and issuance of transaction cheques and provision of competent advice on fund appropriation.

The 2021 Revised Budget Appropriation given to the Public Services Commission was **K6, 132,858.00 million** which consists of *Personnel Emoluments* and *Goods & Services* as indicated in the Year Ending Financial Performance Report below:

### YEAR-ENDING FINANCIAL PERFORMANCE REPORT FOR 2021

#### Recurrent or Operational Expenditure Report

##### ❖ **Operational Appropriation:**

The Commission's Revised Operational Budget Appropriation for 2021 was **K6,132,858.00 million** which was the total Warrant Released for the year and consists of: -

- Personnel Emoluments allocated was *K5, 639, 858. 00 million*.
- Goods & Services allocated was *K493, 000.00*.
- The total Revised Budget Appropriation was **K6,132, 858.00 million**.

##### ❖ **Total Warrant release for the year-end.**

Total cash received in the form of warrants was **K6,132,858 million**, comprising Personnel Emoluments and Goods and Services.

- Personnel Emoluments cash received was *K5,639,858.00 million*.
- Goods & Services cash received was *K 493,000.00*.

##### ❖ **Expenditure for the Year Ending 31<sup>st</sup> December 2021**

The Commission's overall total expenditure for the year ending 31<sup>st</sup> December 2021 for Personnel Emoluments and Goods & Services is **K6, 404,335 million**, against the total warrant received of **K6,132,858 million**, resulting in an over-expenditure of **K271,477**, which reflects minus five percent (-5%)

- Personal Emoluments Expenditure YTD *K5,911,335.00*
- Goods & Services Expenditure YTD *K 493,000.00*

##### ❖ **Budget over expenditure for the Fiscal Year 2021.**

The Commission's budget over-expenditure under *Personnel Emoluments* totaled **K271, 447.00** from the *Salaries & Allowances* category under *Item 211*. There was also an over-expenditure under *Retrenchment (Item 215)* totaling **K134, 132. 00**.

Some of the factors identified in the budget over-expenditure include:

- The Commission was underfunded in *Salaries & Allowances* by **K207, 939**. The initial request based on the seventy (70) Staff on Strength (SOS) was **K5, 143, 939**, however, only **K4, 936,000** was allocated.
- The Commission under *Item 215 - Gratuities* was also underfunded by **K156, 700** based on the twenty-six (26) National Contract Officers. The initial budget request for the twenty-six (26) National Contract Officers was **K520, 200** thousand, however only **K363, 500** was approved.

### **Bank Reconciliation**

The Public Services Commission completed its Yearly Bank Reconciliation up to the 31<sup>st</sup> of July, 2021. For August to December, the Bank Reconciliations were affected by the hacking of the Integrated Financial Management System (IFMS) in which the Department of Finance was unable to upload the Cheque payment history statement for reconciliation.

The Branch was further advised by the Department of Finance that all 2021 Outstanding Bank Reconciliations from August – to December will be done at their end and the report will be given to each Agency.

### **Manpower Statistics**

#### **Attachment C**

#### **2021 QUARTERLY BUDGET REVIEW**

#### **OPERATIONAL (RECURRENT) BUDGET – AGENCY STAFFING LEVEL FORM**

1<sup>st</sup> DECEMBER 2021

Division Number: (221-1505-1101)  
 Agency: (PUBLIC SERVICES COMMISSION)  
 Budgeted Salary Cost: K4, 936,000 (IFMS 211)

Please complete the table below

Manpower	Funded Ceiling	Payroll-Agency Headcount	Payroll – Alesco	Payroll - IFMS	Payroll-Other	Approved Establishment
Permanent Staff	61	61	64	0		91
Casual Staff	0	0	0	0		
Funded Vacancies	7	7	4			
Unfunded Vacancies	23	23	23			
<b>Total</b>	<b>91</b>	<b>91</b>	<b>91</b>	<b>0</b>	<b>0</b>	<b>91</b>
Unattached						
Retiring						

# 2021 UNAUDITED FINANCIAL YEAR REPORT

OPERATIONAL (RECURRENT) BUDGET- QUARTERLY REPORT ON EXPENDITURE BY ITEMS: QTR ENDING: 31 <sup>ST</sup> DECEMBER 2021.							Attachment D
Items  "Col. A"	Original Appropriation  "Col. B"	Revised Appropriation  "Col. D"	Warrants YTD  "Col. C"	Prorata (100%)  "Col. E"  [Col. C x %]  100	Expenditure YTD  "Col. F"	Variance (Expenditure YTD LESS Prorata)  "Col. G"  [Col.D-Col. F]	Justification (Explanation needed if the variance is more than 10 percent)  "Col. H"
<b>Personnel Emoluments (PE)</b>							
210000- Personnel Costs							
211000- Salaries and Allowances	4,936,000	5,065,858	5,065,858	5,065,858	5,203,203	(137,345)	-3
212000- Wages		-	-	-	-	-	
213000- Overtime	20,000	20,000	20,000	20,000	20,000	-	0
214000- Leave fares	190,500	190,500	190,500	190,500	190,500	-	0
215000- Retirement Benefits, Pensions, Gratuities, and Retrenchment	363,500	363,500	363,500	363,500	497,632	(134,132)	-37
<b>Total PE</b>	<b>5,510,000</b>	<b>5,639,858</b>	<b>5,639,858</b>	<b>5,639,858</b>	<b>5,911,335.1</b>	<b>- 271,477</b>	<b>-5</b>
<b>Goods &amp; Services (G&amp;S)</b>							
221000- Domestic Travel				-			
222000- Travel and Subsistence	142,500	142,500	142,500	142,500	142,500	-	0
222100- Overseas Travel	-	-	-	-	-	-	
223000- Office Materials and Supplies	50,500	50,500	50,500	50,500	50,500	-	0
224000- Operational Materials and Supplies	-	-	-	-	-	-	
225000- Transport and Fuel	83,000	83,000	83,000	83,000	83,000	-	0

226000- Administrative Consultancy Fees	42,000	42,000	42,000	42,000	42,000	-	0
227000- Other Operational Expenses	14,500	14,500	14,500	14,500	14,500	-	0
228000- Training	36,500	36,500	36,500	36,500	36,500	-	0
231000- Utilities							
233000- Routine Maintenance	48,500	48,500	48,500	48,500	48,500	-	0
251000- Membership Fees and Contributions	19,000	19,000	19,000	19,000	19,000	-	0
271000- Office Furniture and Equipment	56,500	56,500	56,500	56,500	56,500	-	0
273000- Motor Vehicles Purchase	-	-	-	-	-	-	
<b>Total Goods and Services</b>	<b>493,000</b>	<b>493,000</b>	<b>493,000</b>	<b>493,000</b>	<b>493,000</b>	<b>-</b>	<b>0</b>
<b>Grand Total (PE+GS)</b>	<b>6,003,000</b>	<b>6,132,858</b>	<b>6,132,858</b>	<b>6,132,858</b>	<b>6,404,335</b>	<b>- 271,477</b>	<b>-5</b>

## ACHIEVEMENT(S)

- ❖ The PSC was able to settle two (2) retirees' final entitlement in Pay 26 in December 2021, with assistance from the Department of Personnel Management (DPM) and the Department of Treasury (DoT) with a funding allocation of K129, 858 thousand.

## CHALLENGE(S)

The biggest challenge for the Branch was to manage the limited funds allocated under the *Travel & Substance – Item 222* component of the PSC budget as it was not enough to fund most of the Duty Travels for four (4) Divisions to perform the Commission roles and functions in this reporting period. As a result, the Commission was not able to attend to Review Matters in the provinces and as a consequence, aggrieved officers resorted to filing a Court proceeding suing PSC. This situation could have been avoided if enough funds were allocated to PSC to perform its role.

## CONCLUSION

The Finance Branch performed under extreme conditions to ensure that the Commission performed its mandated role and functions with the limited funding, which was prudently managed, despite massive funding cuts.

Due to this reason, the Public Services Commission would like to have its Divisional Budget in the future as this will greatly assist the level of budget allocation on an annual basis. At the moment, all (6) Divisions are placed under one (1) budget and when distributing funds for monthly allocations it does not meet the needs of some Divisions due to the insufficient funds received each year. Therefore, it is imperative that sufficient funding be allocated to PSC to undertake its roles and functions amicably in the future.



## Information Technology (I.T) Branch

The Information Technology (I.T) Branch is responsible for the effective planning, implementation, organization, procurement, and installation of all I.T facilities. The Branch is also required to provide advice to the Senior Management Committee (SMC) on all I.T requirements of PSC.

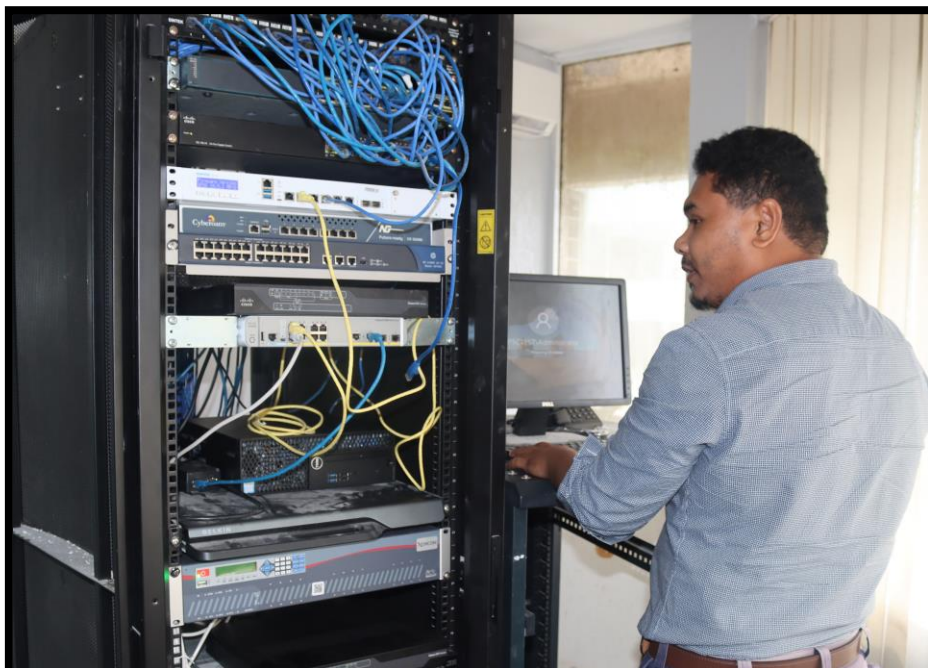
Despite financial constraints, the PSC ICT projects are progressing well, but there is still a lot of work that needs to be done. Below are some of the notable achievements as well as challenges faced in this reporting period.

### ACHIEVEMENT (S)

- PSC Internet upgrade from 35 MB to 50 MB. The negotiation was done by the former IT Manager and Secretary, PSC Secretariat.
- PSC Gateway Firewall Upgrade. The Firewall will be installed in January 2022.
- PSC End-User Security, Anti-Virus Sophos will be installed and configured in early 2022.
- The PABX System is undergoing upgrades.
- New PSC UPS System has been delivered and is awaiting new Server Hardware for installation.
- Negotiations are currently underway for the PSC System Rebuild deal with Digitec for the upgrade of the PSC system.
- PSC Outlook Mail Configuration has been completed.
- The upgrade of PSC's servers from 2008 to 2012 is in progress pending the purchase of licenses.

### CHALLENGE (S)

The main challenge that the I.T Branch is faced with is limited funding. Most of the projects have been approved, however, there are no funds to purchase much-needed software to improve the I.T systems within PSC. Additionally, the Branch urgently requires additional staff to attend to the day-to-day issues of the I.T Branch, where currently only one staff is attending to sixty (60) officers within the Commission, and this can be quite overwhelming at times.



Acting Network Administrator Mr. Terupo Boone at work in the PSC Server room. This is the Server that will be upgraded once funds are available.

## Media & Publication Branch

The role of the Media & Publication Branch is to provide an effective means of managing media and publication matters within the Commission, by optimizing the best possible avenues to disseminate information through the utilization of the various forms of media, that includes print, electronic and social media.

It is the primary responsibility of the Branch to create awareness of the roles and functions of the Public Services Commission among public servants and stakeholders in the National Public Service and the public.

Another important role of the Branch is to produce the Commission's Annual Reports, Management Action Plan together with other publications sanctioned by the Commission.

The Media & Publication Branch continues to perform exceptionally well despite limited funding. Outlined below are the achievements and challenges faced while performing our roles.

### ACHIEVEMENT (S)

- The PSC 2020 Annual Report was successfully produced and presented by the Chairman of PSC to the Governor-General on the 11<sup>th</sup> of November, 2021 at Government House. The Commission's Annual Reports to Parliament are all up to date following the presentation of this report to the Governor-General.
- Major programs and activities from each Division and respective Branches were successfully compiled into the *PSC Management Action Plan 2021* and were submitted to the Commission Members, Senior Management Committee (SMC), and staff of the PSC Secretariat for implementation.
- Senior Media & Publication Officer Miss. Nadia Marai completed a one-week program on 'Social Sciences Research Methods', that was facilitated by the PNG National Research Institute. There were three (3) Modules that included; *Planning of Social Science Research*; *Qualitative Research Methods in Theory and Practice*; and *Quantitative Research Methods in Theory and Practice*. The course has helped Miss. Marai to understand and assess the different types of data used in report writing and research, to collate information using proper data collection methods to develop evidence-based reports and policies.

The training was approved by the PSC Training & Development Committee and was funded by Miss. Marai.

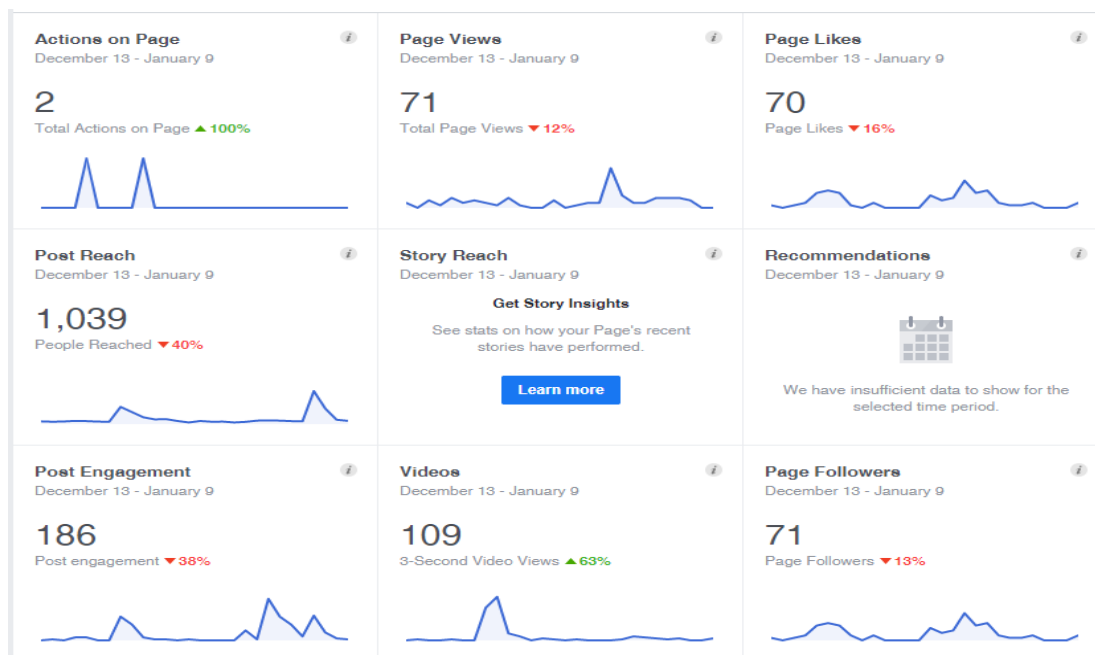
- The Branch completed all four (4) quarters of the PSC Today Newsletter. Despite limited funds to print the newsletters, the branch utilized its social media platforms and the PSC website to disseminate vital information to a wider audience.
- The PSC Review of Personnel Matter Oral Hearing Handbook is completed and was formally endorsed by the Commission Members and is now ready to be printed once funds are available.
- The PSC Facebook and LinkedIn Pages are online tools used by the Branch to publish news, notices, and other publications of the Commission. This platform also allows the Commission's clients and stakeholders to send their queries or follow up on their cases and is managed by the Media & Publication Branch and forwarded to the respective Divisions/Branches to respond. Based on statistics collated in this reporting period, there has been a 100% increase in Followers on PSC's Facebook page totaling 2, 858 on the 31<sup>st</sup> of December, 2021, which is an increase of 2, 017 Followers from the previous year (2020). This means that the PSC Facebook page is reaching a wider audience than in previous years and is bringing more

Followers to the page as indicated in the statistics in *Snippet 1: Total Followers on Facebook* and *Snippet 2: Audience Reach & Engagement on Facebook*.

### SNIPPET 1: TOTAL FOLLOWERS ON FACEBOOK



### SNIPPET 2: AUDIENCE REACH & ENGAGEMENT ON FACEBOOK

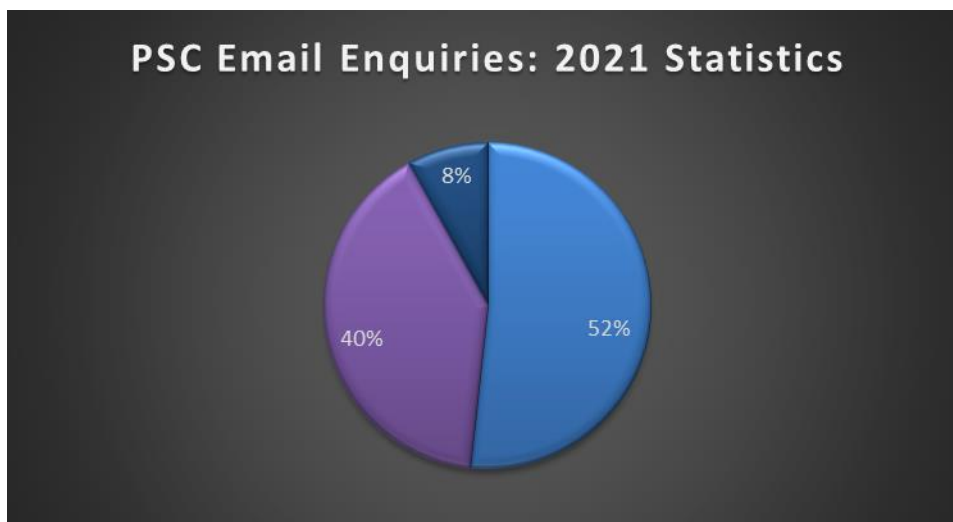


The PSC LinkedIn Page has 245 Followers as of 31<sup>st</sup> December 2021, and it is steadily increasing. The page was created in April 2021 to promote the service provided by PSC to a professional community by showcasing the expertise and administrative service the Commission provides in the National Public Service.

- The Branch is working in liaison with the I.T Branch to review and upgrade the PSC website, to a more modern one, that will also incorporate new links to allow online registration of cases. Plans are also in place to migrate from ISILINK which is currently hosting the PSC website to that of the Department of ICT. The initial development of the new PSC website was undertaken by the Senior Media & Publication Officer, however, the task was reverted to I. T in the fourth quarter to develop, as it falls within I. Ts' scope of duties. The Branch will only provide content for the website.

- Senior Media & Publication Officer has been constantly tracking emails from clients received either through PSCs' Enquiries email or on Facebook and LinkedIn. Statistics collated, as indicated in *Snippet 3: PSC Email Enquiries- 2021 Statistics* indicate that more clients are now using our online portals to send in their queries or follow up on their cases. As of 31<sup>st</sup> December 2021, the Branch recorded 352 queries. Of this total, 52% were for Personnel Review Matters; 40% for General Enquiries, and 8% of the queries were about Assessment or Appointment Matters.

### SNIPPET 3: PSC EMAIL ENQUIRIES



The data in comparison to the previous year (2020) indicates that there is a significant increase in emails about Personnel Review Matters, which indicates to us that more public servants are now utilizing the PSC Enquiries email to either lodge their applications, follow up on their cases or get information on PSC's Review Process.

- The Branch also in this reporting period successfully organized a program for the female staff of the PSC to commemorate International Women's Day in March. Mentor and Women's Empowerment Speaker Ms. Mary Handen was invited to speak about Leadership about why each individual, irrespective of gender needs to understand their purpose. Ms. Handens' presentation was well received by staff who also shared their personal and professional experiences.
- The Branch in this reporting period took on a Final Year Journalism/Public Relations student from the University of Papua New Guinea Miss. Abbegail Wafi who undertook thirteen (13) weeks of Public Relations Industrial Training. Miss. Wafi's training commenced on the 7th of December, 2020, and ended on the 3rd of March, 2021. The Commission values Miss. Wafi's contribution to PSC that included the design of the PSC Motor Vehicle Management Policy cover and back pages; PSC 2021 Yearly Planner amongst other news scripts, publications, and event planning.

### CHALLENGE (S)

The lack of adequate funding continues to be a major hindrance for the Media & Publication Branch to complete its activities. One major activity of the Branch that needs to be budgeted each year is the printing of the PSC Annual Report. An allocation of K30, 000.00 each year is sufficient to print two-hundred and fifty (250) copies.

Also, the branch is in dire need to upgrade its publishing software, however, funds have not been allocated to purchase two (2) licenses of the Adobe Full Suite to assist the Branch. This item has been outstanding for over two (2) years.

## **CONCLUSION**

The performance of the Media & Publication Branch in 2021 is exceptional as it continues to deliver on its planned activities and tasks, despite the limited funds allocated. Activities outlined in the Management Action Plan (MAP) for this year have been achieved, whilst those that are still to be completed are largely due to funding issues.

The Branch looks forward to the New Year and the opportunities that it will offer, as we stand committed to achieving the goals of the branch and meeting the expectations of the Public Services Commission by performing our role diligently.

## **Registry Branch**

The Registry Branch is responsible for the effective maintenance and registration of all records and correspondence of the Commission. The primary objective of the Branch is to properly register and archive all closed files of the Commission and to efficiently dispose of all outdated files to create sufficient storage space for cases that need to be archived. This task continues to be a challenge, because of the lack of a scanning machine to facilitate the process of scanning all files before they are disposed.

This report covers the period 2021 and further highlights achievements and the challenges faced by the branch.

### **ACHIEVEMENT (S)**

There were several achievements of the Registry Branch in this reporting period, that includes;

- A total of seven-hundred and seventy (770) Review Files were recorded from the Provincial Review Division for 2021, whilst only fifteen (15) Review files were recorded for the National Review Division, seven-hundred and eighty-five (785) were recorded for this reporting period.
- For the Commission Meeting Files there were four-thousand-nine-hundred and seventy-four (4,974) recorded and disposed of in this reporting period. Additionally, the Branch also recorded one-hundred and fifty-seven (157) Outgoing Correspondences in 2021.
- The Branch successfully archived all Closed Files from the years 2013, 2014, and 2015.

### **CHALLENGE (S)**

The Branch was down on manpower in 2021, following the resignation of our Registry Clerk in August 2021 which stalled several work programs of the branch. However, this was quickly addressed when PSC Secretary, Mr. Terence Tupi appointed PSC Driver Mr. Julius Omuru to assist the Branch as Acting Assistant Registry Officer, and he, has so far provided valuable assistance to Acting Registry Clerk Mr. Eli Iwa to archive and register closed files and also do mail runs for the Commission.

Furthermore, the branch is overwhelmed with a lot of cases that requires the immediate recruitment of an additional officer to assist the Branch.

## ACHIEVEMENT(S)

The following are the achievements of the Public Services Commission in this reporting period, despite numerous constraints faced.

- ❖ The National Review Division (NRD) closed one-hundred and nine (109) cases from a total of three-hundred and sixty-six (366) cases. Among the Personnel Matters closed, fifty-eight (58) were recorded with Commission decisions made, whilst fifty-one (51) were closed for various reasons ranging from lack of jurisdiction, clients' lack of interest in pursuing their appeals, clients resigned from work or passed on during their course of employment. Of the fifty-eight (58) Submissions that were completed by the NRD in 2021; thirty-four (34) decisions were Annulled; twenty-four (24) decisions were Upheld and no decisions were Varied by the Commission.
- ❖ The Provincial Review Division had a total of four-hundred and three (403) cases comprising newly lodged cases and those cases that were brought over from previous years. Out of that total, one-hundred and twenty-two (122) were determined and closed, whilst two-hundred and eighty-one (281) remain outstanding and will be carried over into the year 2022.
- ❖ In 2021, the substantive appointments the Commission was consulted on were forty-three (43); six (6) were for Departmental Heads; seven (7) were for Provincial Administrators; thirteen (13) were for Chief Executive Officers (CEOs), seventeen (17) for non-ex-officio members of RSA Boards. For acting appointments, the Commission was consulted on eighty-nine (89) occasions; twenty-eight (28) for Departmental Heads; twenty-four (24) for Provincial Administrators; and thirty-seven (37) for CEOs of RSAs.
- ❖ The two months turnaround time set by the Commission in dealing with Consultation matters in relation to the appointment function was impressive, as the actual delivery time recorded in 2021 for most matters was well within the timeframe. Factors that contributed to the high performance include the high-level priority placed on these roles complemented by great commitment and productivity among the staff of the Assessment Division, coupled with the effective management and supervision of the performance of this function by the Director of the Division.
- ❖ Construction of the Public Services Commissions Regional Office is currently underway with the first regional office to be built in Mount Hagen, Western Highlands Province that will be accessible to public servants in the Highlands Region. The Commission is working in close consultation with the Contractor, Atika Investment Ltd with land clearance and fencing already completed. The construction phase is set to get underway in 2022.
- ❖ The Commission is working alongside the Department of Personnel Management (DPM) to re-establish the Organizational Review Function, which is currently in progress.
- ❖ The Case Management System (CMS) project that was funded by the European Union to the tune of K1.7 million is currently underway with the I.T Consultant working onsite with PSC's I.T Branch. So far, a Database has been developed and is ready to be installed and tested to ensure it is in line with the Commission's business processes.
- ❖ Plans are underway to amalgamate the Commission and the PSC Secretariat to become an independent Commission under its own legislation. A Technical Working Committee was set up in 2019 to work on this project and has made significant progress. The Commission has received a Clearance Letter from the Department of Finance and is awaiting a similar Clearance Letter from the Treasurer, Hon. Ian Ling-Stucky, MP, CMG, before a submission can be put together and submitted to the Office of the State Solicitor that will see an endorsement from the National Executive Council before it goes to Parliament to pass as a Bill.
- ❖ A Policy Paper on the PSC New Look Model is completed and will be submitted to the

National Executive Council to seek their endorsement for funding to support the Commission to carry out Stakeholder Consultation Workshops to gauge views for the PSC New Look Model.

- ❖ The Investigation Division was able to close four (4) of the six (6) matters that were referred to the Division by the Commission. The division was also able to complete the Investigation Process Brochure that has been endorsed, printed, and disseminated to all our clients and stakeholders as part of awareness of the divisions' roles and functions.

Additionally, the division was able to achieve all its Corporate Plan Strategies outlined in the PSC Corporate Plan 2019-2023. Additionally, the division continues to assist the National Review Division with its review of personnel matters and was able to close sixteen (16) Review of Personnel Matter in this reporting period.

- ❖ The Legal, Advisory & Litigation Division successfully defended and dismissed four (4) Judicial Review Proceedings that were instituted by the Secretary of the Department of Defence, challenging the decisions of the Commission on Review of Personnel Matters.

The Division was also able to complete the vetting of eighty-nine (89) Submissions; one-hundred and thirty-three (133) Advice; and sixty-five (65) Information Papers from the National and Provincial Review Divisions.

- ❖ The Finance Branch was able to settle the final entitlements of two (2) retirees on Pay 26 of December 2021 with assistance from the Department of Personnel Management and the Department of Treasury, with a funding allocation of K129, 858.00.
- ❖ There were several achievements for the I.T Branch that included the internet upgrade from 35MB to 50MB; the Firewall for the Commission has been upgraded and will be installed in January 2022; the End-User Security Anti-Virus Sophos will be installed and configured in early 2022; the PABX system to upgrade the Commissions telephone lines is in progress; the new UPS System has been delivered and is awaiting the installation of the new Server Hardware.

Also, negotiations have begun with our service provider, Digitech, to upgrade the PSC system. Also, the Outlook Mail Configuration has been completed; and the Commissions Servers are being upgraded from 2008 to 2012, pending the purchase of licenses.

- ❖ There were numerous achievements of the Media & Publication Branch in this reporting period that included the successful compilation of the PSC 2020 Annual Report that was presented to the Governor General on the 11<sup>th</sup> of November, 2021 at Government House.

The branch successfully completed and produced the PSC 2021 Management Action Plan containing all the major work programs and activities of the Divisions and Branches that were submitted by Directors and Branch Managers.

Senior Media & Publication Officer Miss. Nadia Marai successfully completed a one-week program on *Social Sciences Research Methods* facilitated by the National Research Institute. The course has helped Miss. Marai to understand and effectively assess the different types of data used in report writing and research, which will enable her to collect valuable information using proper data collection methods to develop evidence-based reports and policies.

The branch has completed the PSC Review of Personnel Matter Oral Hearing Handbook, which has been endorsed by the Chairman to be published once funding is available.

Moreover, statistics collected from the Commission's Facebook and LinkedIn pages indicate that there has been a 100% increase of Followers on our Facebook page totaling two thousand eight hundred and fifty-eight (2, 858) followers on the 31st December 2021, which is an increase of two-thousand and seventeen (2, 017) Followers from the previous year (2020). This simply means that the Commission's Facebook page is reaching a wider audience than in previous years. Also, our LinkedIn page recorded two-hundred and forty-five (245) Followers as



of 31<sup>st</sup> December 2021 and is increasing steadily.

The Media & Publication Branch is working in liaison with the I.T Branch to review and upgrade the PSC website to a more modern one that will also incorporate new links to allow online registration of cases. Plans are also in place to migrate from the Commission's current website host ISILINK to the Department of Information and Communication Technology. The development of the Commission's new website is being undertaken by the Senior Media & Publication Officer.

The branch has embarked on tracking emails and compiling data from clients either through PSC's Enquires email or on Facebook and LinkedIn. Statistics indicate that more clients are now using our online portals to send in their queries or follow up on their cases. As of 31<sup>st</sup> December 2021, the Branch recorded three-hundred and fifty-two (352) queries. Of this total 52% were for Personnel Review Matters; 40% for General Enquiries and 8% were for Appointment Matters. These statistics indicate that more public servants are utilizing the PSC Enquiries email to either lodge their applications, follow up on their cases, or get information on PSC's Review Process.

Also in this reporting period, the Media & Publication Branch took on a Final Year Journalism/Public Relations student Miss. Abbegail Wafi from the University of Papua New Guinea undertook thirteen (13) weeks of Public Relations Industrial Training. The training is part of the PR Practice offered at the School of Journalism and Public Relations that will culminate in her marks for the course.

- ❖ The Registry Branch recorded seven-hundred and seventy (770) Review files for the Provincial Review Division, and fifteen (15) Review files were recorded for the National Review Division, taking the total recorded files to seven-hundred and eighty-five (785) for this reporting period.

## CHALLENGE(S)

The Public Services Commission continues to fulfill its constitutional role under extreme conditions, largely due to inadequate funding that continues to affect the operations of the Commission. In 2021, one significant challenge was the global pandemic that had a detrimental effect on the workflow and activities of the Commission. Some of these challenges are highlighted below:

- ❖ The COVID-19 pandemic played a major part in restricting some of the activities from being implemented, especially the project phases of some of the Commission's major projects like the construction of PSC's regional office in Western Highlands Province.
- ❖ Funding was by far the biggest constraint for the Commission setting back the schedule for major projects of the Commission that included the construction of PSC's first regional office in the Highlands region. It also affected the Duty Travel of the Commission's lawyers from attending court cases outside of the National Capital District.
- ❖ The lack of cooperation from Department Heads and Chief Executive Officers of Hospitals and agencies who have repeatedly failed to appear for Commission Oral Hearings has continuously hindered the Commission from delivering on its functional responsibilities in a timely manner. This has forced the Commission to delay hearings into appeals and complaints lodged by their employees.
- ❖ Internal capacity issues have also contributed towards the lengthy delays in the timely review of personnel matters within the mandated time period of 90 Days. This has resulted in the increase in the number of carry-over cases on Personnel Matters into the new year. Apart from the staff shortages faced in the National and Provincial Review Divisions, other Divisions also facing similar plight include the Investigation, Legal, Advisory, and Litigation Divisions, and the Information Technology and Registry Branches in the Corporate Services Division.
- ❖ Limited supply of office stationaries was a concern in this reporting period, which was brought on by funding issues, the continuous breakdown of printers, and the lack of toners that continued to hamper the activities and roles of the Commission.
- ❖ Another major concern was the total shutdown of the Commission's phone line and emails. This is a serious issue for the Commission as it cut off all communication with our clients, stakeholders, and service providers and affected our day-to-day activities. This was largely due to technical issues centered around the continuous use of outdated operating systems in PSC.
- ❖ The Investigation Division was not able to find appropriate training in the area of investigation for its staff. This training will assist investigators to be able to undertake different types of investigations.
- ❖ Another challenge for the investigation Division was the delay in the Final Investigation Reports from the PSC Independent Investigation Committee forwarded to the Commission which has delayed the Commission from providing its recommendation to the Public Service Minister regarding the Suspension and Revocation of Appointment of Departmental Heads, Provincial Administrators and Chief Executive Officers of RSA's. Also, at most times the Final Investigation Report is not accompanied with credible evidence which is needed by the Commission to make its recommendation.
- ❖ In this reporting period the ALESCO Payroll System went offline for PSC and all other government departments and state agencies following the hacking of the Integrated Financial Management System (IFMS) in October 2021. The Department of Finance in its attempt to manage this issue, opened up its doors to allow all state agencies and departments to utilize the IFMS and ALESCO Payroll System at Vulupindi Haus, however, overcrowding became a major issue as there were not enough computers to accommodate

the mass influx of organizations. This issue is not expected to be rectified anytime this year and will be carried over into 2022.

- ❖ The biggest issue for the Finance Branch is to manage the limited funds allocated under the Travel & Substance vote or Item 222 of the PSC budget, as it is not enough to fund most of the Duty Travel for four (4) Divisions to perform the Commissions roles and functions effectively. As a result, the Commission was not able to attend to Review Matters in the provinces and as a consequence, aggrieved officers resorted to filing a court proceeding suing PSC for failing to attend to their cases. This could have been avoided if enough funds were allocated to PSC to perform its roles.
- ❖ The Information Technology (I.T) Branch urgently requires additional staff to attend to the day-to-day issues of the I.T Branch, where currently only one staff is attending to sixty (60) officers within the Commission which can be quite overwhelming at times. This is a similar plight for the Registry Branch which also requires additional staff to be recruited.
- ❖ The Media & Publication branch is in dire need to upgrade its desktop publishing software, however, due to inadequate funding, two (2) licenses of Adobe InDesign to assist the Branch have not been purchased. The purchase of the publishing software will transform and modernize the Commissions' publications which include Annual Reports, Management Action Plans, Newsletters, Brochures, Yearly Planners, and other reports produced at the Commission by the Media & Publication Branch.

## RECOMMENDATION(S)

It is the objective of the Public Services Commission to see a fair and proper administration of personnel matters of public servants and to ensure impartiality in the Merit-Based Appointment proceedings, Investigation, and Legal representation in accordance with the Public Service government system, set processes, and procedures and the rule of law.

PSC's Mission is to 'promote a highly competent, non-partisan and representative Public Service that is based on the values of fairness, integrity, transparency, and accessibility, which are formidable tasks in themselves given the challenges highlighted in this report. Therefore, we offer these recommendations to suggest the best possible course of action to take in achieving the programs and activities of the Public Services Commission:

- ❖ the annual budget allocation to the Public Services Commission be increased to cater to the Commission's Annual Work Programs in line with the PSC Corporate Plan 2019 – 2023, to enable PSC to fully carry out its statutory duties and functions.
- ❖ additional funding be sought from the Department of Treasury so that Divisions can effectively perform their role to reduce the number of Review Cases that accumulate each year in the Provincial and National Review Divisions.
- ❖ all vacant positions that are funded must be advertised to address the manpower issues faced in the National and Provincial Review Divisions as well as the Investigation, Assessment, and Legal, Advisory & Litigation Divisions.
- ❖ Divisional budgets be introduced in PSC so that separate funding be allocated for each Division for them to achieve their respective activities like the Assessment Division requires funding to allow Assessment Officers to travel to conduct interviews in the provinces when required.
- ❖ A new printer be purchased for the second (2<sup>nd</sup>) floor, together with a separate printer for the Office of Director Assessment to print final submissions.

- ❖ Office of Secretary and Manager Finance to set aside funds and prioritize the funds for lawyers' travel.
- ❖ The Commission and Secretary review the current packages and incentives offered to lawyers of the Public Services Commission so that it is competitive and on par with that of private law firms, companies, and other constitutional offices and state agencies.

## CONCLUSION

The year 2021 has been a very challenging year for the Commission, as operations continue to be hampered by the lack of adequate funding and budgetary concerns to conduct the work of the Commission in relation to its roles and functions.

However, despite these challenges, the Commission continues to align and chart new paths to achieving its objectives which can be attributed to the strong leadership of the Chairman and Acting Commissioners with the loyal support of the PSC Secretary and the Senior Management Committee (SMC). The Commission is fortunate to have hard-working and dedicated staff, who have gone beyond their call of duty to ensure the Commission continues to function to serve our clients and stakeholders well despite the challenges faced.

Under its Review function, the Commission registered a combined total of six-hundred and seven (607) Personnel Review Matters under the National and Provincial Review Divisions. From this combined total, two-hundred and one (201) cases were completed, leaving two-hundred and ninety-eight (298) cases that were carried over into the year 2022. However, both Review Divisions continue to work tirelessly, even with limited funding and manpower issues to reduce the number of Review Cases that it receives each year.

Other major projects undertaken this year include the establishment of PSCs' Regional Office in Western Highlands Province that will service the Highlands region. The construction phase is expected to get underway in 2022. Meantime, significant progress has been made on the Amalgamation of the PSC Secretariat with the Commission where a Clearance Letter has been received from the Department of Finance, whilst the Treasurer, Hon. Ian Ling-Stucky, MP, CMG is yet to issue his Clearance Letter, from which a Submission will be drafted and submitted to the State Solicitor to present to the National Executive Council and then to table on the floor of Parliament.

The Public Services Commission continues to perform its mandated roles and functions diligently, despite being faced with budgetary and funding issues on an annual basis. The achievements of the Commission are reflective of the hard work of the Commission and its staff who continue to maximize the limited funding allocated to achieve some of its functional and Corporate Plan activities.

# APPENDICES

## APPENDIX A

### Section 190 – Establishment of the Commission

- (1) The Public Services Commission is hereby established.
- (2) The Commission shall consist of three members who shall be appointed for a term of five years by the Head of State, acting with, and following the advice of the National Executive Council given after consultation with any appropriate Permanent Parliamentary Committee.
- (3) All the Members of the Commission must be citizens who have gained substantial experience in the National Public Service.
- (4) Subject to this Constitution, an Act of Parliament shall make a provision of, and in respect of, the appointment and the conditions of employment of the members of the Commission, and for, and in respect of its Constitution, powers, and procedures.

## APPENDIX B

### Section 191 – Functions of the Commission

- (1) The Public Services Commission shall be responsible, by an Act of Parliament, for –
  - (a) The Review of Personnel Matters connected with the National Public Service; and
  - (b) The continuous review of the State Services (other than the Papua New Guinea Defence Force), and the services of other government bodies, and to advise, either on its initiative or on request, the National Executive Council and any authority responsible for any of those services on Organizational Matters.
- (2) The Public Services Commission has such other functions as may be prescribed by or under a Constitutional Law or an Act of Parliament.
- (3) In carrying out its functions under subsection (1) (b), the Public Services Commission –
  - (a) Shall take into account the government policy on a particular matter when advising the National Executive Council and other authorities responsible for those services; and
  - (b) Shall not have any power to direct or control a State Service or the services of other government bodies.
- (4) The Public Services Commission shall, in respect of each year, prepare and forward to the Speaker for presentation to Parliament, a report on the advice it has given during the year to the National Executive Council or other authorities under Subsection (1) (b) indicating particular the nature of advice given and whether or not that advice was accepted.

## APPENDIX C

### Section 192 – Independence of the Commission

The Public Services Commission is not subject to direction or control when carrying out its function under Section 191 (1) (a) – Functions of the Commission.

## **APPENDIX D**

### **Section 193 – Appointment of Certain Offices**

- (1) This section applies to and is in respect of the following offices and positions –
- (a) All offices in the National Public Service, the occupants of which are directly responsible to the National Executive Council or a Minister; and
  - (b) The Offices of the Members of the Boundaries Commission; and
  - (c) The Office of the occupant responsible for the administration of the Government Broadcasting Service, or, of that responsibility rests with a Board of Commission, the Chairman or President of the Board or Commission; and
  - (d) The Offices of the persons (including members of the Boards of Commissions) responsible for the administration of any State Services; and
  - (e) The Office of the Commissioner of Police; and
  - (f) The Office of the Commander of the Defence Force; and
  - (g) The Office of the Secretary of the National Executive Council;
  - (h) Such other offices and positions as are prescribed by an Act of the Parliament for the purpose, other than the Offices of the Members of the Public Services Commission.
- (2) All appointments (whether temporary or substantive) to offices to which Subsection (1) (b), (c), (e), and (h) apply shall be made by the Head of State, acting with, and following the advice of the National Executive Council, given after consultation with the Public Services Commission and any appropriate Permanent Parliamentary Committee, and a report concerning each of them shall be given to the parliament by the responsible Minister, as soon as possible after it has been made.
- (3) All appointments (whether temporary or substantive) to which Subsection (1) (a), (d), (f), and (g) apply and such offices and positions as are prescribed by an Act of Parliament for this Subsection, shall be made by the Head of State, acting with, and following, the advice of the National Executive Council, given after consultation with the Public Services Commission.
- (4) An Act of Parliament may make provision for and in respect of a temporary appointment to an office to which this section applies until it is practicable to make an appropriate substantive appointment under Subsection (2).

## **APPENDIX E**

### **Section 194 – Personnel Matters**

In this Division, '*Personnel Matters*' means decision and other service matters concerning an individual whether concerning his appointment, demotion, transfer, suspension, discipline, or cessation or termination of employment (except cessation or termination at the end of his normal period of employment as determined by the law or otherwise).

## **APPENDIX F**

### **Section 12 – Powers of the Commission**

- (1) The Commission may at any time perform its functions –
- (a) Enter the premises occupied or used by –
    - i. A Department of Government; or
    - ii. Any State Service (other than the Defence Force); or
    - iii. Any Provincial Government; or
    - iv. Any other Governmental Service; and
  - (b) Summon a person whose evidence appears to be material to the determining of any subject, inspection, inquiry, review, or investigation being conducted by the Commission;



and

(c) Take evidence on Oath or Affirmation and for that purpose administer Oaths and Affirmations; and

(d) Require any person to produce documents within his possession or subject to his control.

(2) A person who not knowingly makes any false or misleading statements in any evidence before the Commission commits an offense.

**Penalty: A fine not exceeding K200.00**

(3) Any officer who neglects or fails, without reasonable cause (the burden of proof of which lies upon him) to attend in obedience to summons under Subsection (1), or to be sworn or answer questions or produce documents relevant to the subject of an inspection, inquiry or investigation when required to do so under that Subsection, commits an offense.

**Penalty: A fine not exceeding K200.00**

(4) A person other than an officer who, after payment or tender of reasonable expenses, neglects or fails without reasonable cause (the burden of proof of which lies upon him) to attend in obedience to a summons under subsection (1) or to be sworn or answer questions or produce a document relevant to the subject of an inspection, inquiry or investigation when required to do so under that Subsection, commits an offense.

**Penalty: A fine not exceeding K200.00**

(5) Nothing in this section renders any person compellable to answer any question that might tend to incriminate him.

(6) In this section, 'Officer' means –

(a) An officer of the National Public Service; and

(b) A contract officer employed under the Public Employment (Non-Citizens) Act 1978; and

(c) An officer of the Police Force; and

(d) An officer or employee of a Provincial Government; and

(e) An officer of any Government service; and

(f) An employee of service or force referred to in paragraphs (a), (c), (d), or (e); and

(g) An employee, but does not include a member of the PNG Defence Force.

## **APPENDIX G**

### **Section 18 – Review of Personnel Matters**

(1) The Commission shall, following a complaint made by an officer to the Commission in accordance with Subsection (2), review any decision on a personnel matter relating to appointment, selection, or discipline connected with the National Public Service, where that officer has been affected by the decision.

## **APPENDIX H**

### **Section 19 – Review of Organizational Matters**

(1) In the performance of its duty under Section 191 (1) (b) – *Functions of the Commission* – of the National Constitution, the Commission shall, before deciding whether advice should be given to the National Executive Council or other authority on a particular matter, consider –

- a. The relative importance of that nature; and
- b. Any advice, recommendations, opinions, or views submitted by any governmental body.

(2) In formulating its advice, the Commission shall have, as its principal objective, the communication of the views of the individual members of the Commission as representatives of officers of long-standing experience in the National Public Service.

## APPENDIX I

### Section 27 – Appointment of Offices of Departmental Head

- a. This section is subject to Section 193 – *Appointment of Certain Offices* – of the National Constitution.
- b. A Departmental Head shall be appointed by the Head of State, acting on advice given after consultation with the Public Services Commission.

## APPENDIX J

### Provincial Review Division Review of Personnel Matters Statistics

NO.	DEPARTMENT	REVIEW NO.	NATURE OF CASE	YEAR RECEIVED
1.	Angau Memorial Hospital	PSC3-11-AMGH:03/2019	Discipline	2019
2.	Angau Memorial Hospital	PSC3-11-AMGH:97/2019	Discipline	2019
3.	Angau Memorial Hospital	PSC3-11-AMGH:15/2019	Discipline	2019
4.	Angau Memorial Hospital	PSC3-11-AMGH:24/2019	Discipline	2019
5.	Angau Memorial Hospital	PSC3-11-AMGH:03/2019	Discipline	2019
6.	Angau Memorial Hospital	PSC3-11-AMGH:18/2021	Discipline	2021
7.	Autonomous Government Bougainville	PSC3-13-ABGA:113/2018	Discipline	2018
8.	Autonomous Government Bougainville	PSC3-13-ABGA:88/2018	Discipline	2018
9.	Autonomous Government Bougainville	PSC3-13-ABG:06/2018	Discipline	2018
10.	Autonomous Government Bougainville	PSC3-13-ABG:77/2019	Discipline	2019
11.	Autonomous Government Bougainville	PSC3-13-ABG:85/2019	Discipline	2019
12.	Autonomous Government Bougainville	PSC3-13-ABG:99/2019	Discipline	2019
13.	Autonomous Government Bougainville	PSC3-13-ABG:88/2019	Discipline	2019
14.	Autonomous Government Bougainville	PSC3-13-ABG:80/2019	Discipline	2019
15.	Autonomous Government Bougainville	PSC3-13-ABG:35/2019	Discipline	2019
16.	Autonomous Government Bougainville	PSC3-13-ABG:95/2019	Discipline	2019
17.	Autonomous Government Bougainville	PSC3-13-ABG:69/2020	Discipline	2020
18.	Autonomous Government Bougainville	PSC3-13-ABG:02/2020	Terms & Conditions	2020

19.	Autonomous Government	Bougainville	PSC3-13-ABG:32/2020	Discipline	2020
20.	Autonomous Government	Bougainville	PSC3-13-ABG:38/2021	Discipline	2021
21.	Central Provincial Administration		PSC3-02-CPA:93/2019	Discipline	2019
22.	Central Provincial Administration		PSC3-02-CPA:10/2019	Discipline	2019
23.	Central Provincial Administration		PSC3-02-CPA:77/2019	Discipline	2019
24.	Central Provincial Administration		PSC3-02-CPA:19/2019	Discipline	2019
25.	Central Provincial Administration		PSC3-02-CPA:61/2020	Selection	2020
26.	Central Provincial Administration		PSC3-02-CPA:26/2020	Discipline	2020
27.	Central Provincial Administration		PSC3-02-CPA:28/2020	Discipline	2020
28.	Central Provincial Administration		PSC3-02-CPA:37/2021	Discipline	2021
29.	Central Provincial Administration		PSC3-02-CPA:49/2021	Discipline	2021
30.	East New Britain Provincial Health Authority		PSC3-03-NONGH:94/2018	Selection	2018
31.	East New Britain Provincial Administration		PSC3-03-ENBPA:65/2019	Selection	2019
32.	East New Britain Provincial Administration		PSC3-03-ENBPA:38/2019	Discipline	2019
33.	East New Britain Provincial Administration		PSC3-03-ENBPA:37/2019	Discipline	2019
34.	East New Britain Provincial Administration		PSC3-03-ENBPA:36/2019	Discipline	2019
35.	East New Britain Provincial Administration		PSC3-03-ENBPA:39/2019	Discipline	2019
36.	East New Britain Provincial Administration		PSC3-03-ENBPA:40/2020	Discipline	2020
37.	East New Britain Provincial Administration		PSC3-03-ENBPA:16/2020	Discipline	2020
38.	East New Britain Provincial Administration		PSC3-03-ENBPA:06/2021	Discipline	2021
39.	East New Britain Provincial Administration		PSC3-03-ENBPA:11/2021	Terms & Conditions	2021
40.	East New Britain Provincial Administration		PSC3-03-ENBPA:56/2021	Discipline	2021
41.	East New Britain Provincial Administration		PSC3-03-ENBPA:62/2021	Discipline	2021
42.	East New Britain Provincial Health Authority		PSC3-03-ENBPHA:44/2021	Discipline	2021
43.	East New Britain Provincial Health Authority		PSC3-03-ENBPHA:53/2021	Discipline	2021
44.	East New Britain Provincial Health Authority		PSC3-03-ENBPHA:34/2021	Terms & Conditions	2021
45.	East Sepik Provincial Administration		PSC3-04-ESPA:139/2018	Selection	2018
46.	East Sepik Provincial Administration		PSC3-04-ESPA:24/2021	Discipline	2021
47.	East Sepik Provincial Administration		PSC3-03-ESPA:78/2021	Selection	2021
48.	Eastern Highlands Provincial Administration		PSC3-05-EHPA:102/2019	Discipline	2019
49.	Eastern Highlands Provincial Health Authority		PSC3-05-EHPHA:11/2019	Discipline	2019
50.	Eastern Highlands Provincial Administration		PSC3-05-EHPHA:108/2019	Discipline	2019

	Health Authority				
51.	Eastern Highlands Administration	Provincial	PSC3-05-EHPA:37/2020	Selection	2020
52.	Eastern Highlands Administration	Provincial	PSC3-05-EHPA:61/2020	Selection	2020
53.	Eastern Highlands Administration	Provincial	PSC3-05-EHPA:65/2020	Selection	2020
54.	Eastern Highlands Administration	Provincial	PSC3-05-EHPA:38/2020	Selection	2020
55.	Eastern Highlands Administration	Provincial	PSC3-05-EHPA:46/2020	Selection	2020
56.	Eastern Highlands Administration	Provincial	PSC3-05-EHPA:39/2020	Selection	2020
57.	Eastern Highlands Administration	Provincial	PSC3-05-EHPA:43/2020	Selection	2020
58.	Eastern Highlands Administration	Provincial	PSC3-05-EHPA:73/2020	Terms & Conditions	2020
59.	Eastern Highlands Health Authority	Provincial	PSC3-05-EHPA:14/2021	Selection	2021
60.	Enga Provincial Health Authority		PSC3-06-EHPA:68/2019	Selection	2019
61.	Enga Provincial Health Authority		PSC3-06-EHPA:103/2019	Selection	2019
62.	Enga Provincial Health Authority		PSC3-06-EHPA:94/2019	Selection	2019
63.	Enga Provincial Health Authority		PSC3-06-EHPA:51/2019	Selection	2019
64.	Enga Provincial Health Authority		PSC3-06-EHPA:16/2019	Selection	2019
65.	Enga Provincial Health Authority		PSC3-06-EHPA:87/2020	Discipline	2020
66.	Enga Provincial Health Authority		PSC3-06-EHPA:68/2020	Discipline	2020
67.	Enga Provincial Health Authority		PSC3-06-EHPA:91/2020	Discipline	2020
68.	Enga Provincial Health Authority		PSC3-06-EHPA:14/2020	Discipline	2020
69.	Enga Provincial Health Authority		PSC3-06-EHPA:67/2020	Discipline	2020
70.	Enga Provincial Health Authority		PSC3-06-EHPA:94/2020	Terms & Conditions	2020
71.	Enga Provincial Health Authority		PSC3-06-EHPA:12/2021	Discipline	2021
72.	Enga Provincial Health Authority		PSC3-06-EHPA:31/2021	Discipline	2021
73.	Gulf Provincial Health Authority		PSC3-07-KEGH:124/2018	Discipline	2018
74.	Gulf Provincial Administration		PSC3-07-GPA:86/2020	Selection	2020
75.	Gulf Provincial Health Authority		PSC3-07-GPHA:04/2020	Discipline	2020
76.	Gulf Provincial Administration		PSC3-07-GPA:09/2021	Selection	2021
77.	Gulf Provincial Administration		PSC3-07-GPA:44/2021	Discipline	2021
78.	Gulf Provincial Administration		PSC3-07-GPA:48/2021	Selection	2021
79.	Hela Provincial Health Authority		PSC3-21-HPHA:100/2019	Discipline	2019
80.	Hela Provincial Health Authority		PSC3-21-HPHA:60/2020	Discipline	2020
81.	Hela Provincial Health Authority		PSC3-21-HPHA:34/2020	Discipline	2020
82.	Hela Provincial Administration		PSC3-21-HPA:50/2021	Discipline	2021
83.	Hela Provincial Administration		PSC3-21-HPA:73/2021	Terms & Conditions	2021
84.	Hela Provincial Administration		PSC3-21-HPA:74/2021	Terms & Conditions	2021
85.	Hela Provincial Health Authority		PSC3-21-HPHA:29/2021	Discipline	2021
86.	Hela Provincial Health Authority		PSC3-21-HPHA:59/2021	Discipline	2021
87.	Jiwaka Provincial Administration		PSC3-22-JPA:29/2020	Discipline	2020
88.	Jiwaka Provincial Administration		PSC3-22-JPA:10/2021	Discipline	2021
89.	Kundiawa General Hospital		PSC3-15-KUGH:34/2019	Discipline	2019
90.	Kundiawa General Hospital		PSC3-15-KUGH:18/2020	Discipline	2020
91.	Kundiawa General Hospital		PSC3-15-KUGH:72/2020	Selection	2020

92.	Kundiawa Hospital			PSC3-15-SPHA:36/2021	Discipline	2021
93.	Madang General Hospital			PSC3-08-MGH:82/2012	Discipline	2012
94.	Madang Provincial Administration			PSC3-08-MDPA:110/2018	Discipline	2018
95.	Madang Provincial Administration			PSC3-08-MDPA:104/2019	Discipline	2019
96.	Madang Provincial Health Authority			PSC3-08-MDPHA:92/2020	Discipline	2020
97.	Madang Provincial Health Authority			PSC3-08-MPHA:52/2020	Discipline	2020
98.	Madang Provincial Health Authority			PSC3-08-MDPHA:04/2021	Discipline	2021
99.	Madang Provincial Health Authority			PSC3-08-MDPHA:45/2021	Selection	2021
100.	Manus Provincial Health Authority			PSC3-09-MPHA:25/2018	Discipline	2018
101.	Manus Provincial Administration			PSC3-09-MAPA:79/2019	Discipline	2019
102.	Manus Provincial Administration			PSC3-09-MAPA:55/2019	Discipline	2019
103.	Manus Provincial Health Authority			PSC3-09-MPHA:60/2019	Discipline	2019
104.	Manus Provincial Administration			PSC3-09-MAPA:70/2020	Discipline	2020
105.	Manus Provincial Administration			PSC3-09-MAPA:32/2021	Terms & Conditions	2021
106.	Manus Provincial Health Authority			PSC3-09-MAPHA:42/2021	Discipline	2021
107.	Milne Bay Provincial Administration			PSC3-10-MBPA:02/2018	Discipline	2018
108.	Milne Bay Provincial Administration			PSC3-10-MBPA:70/2018	Discipline	2018
109.	Milne Bay Provincial Health Authority			PSC3-08-MBPHA:98/2019	Discipline	2019
110.	Milne Bay Provincial Health Authority			PSC3-08-MBPHA:71/2019	Discipline	2019
111.	Milne Bay Provincial Health Authority			PSC3-08-MBPHA:72/2019	Discipline	2019
112.	Milne Bay Provincial Health Authority			PSC3-10-MBPHA:66/2019	Discipline	2019
113.	Milne Bay Provincial Health Authority			PSC3-10-MBPHA:42/2019	Discipline	2019
114.	Milne Bay Provincial Health Authority			PSC3-10-MBPHA:29/2019	Discipline	2019
115.	Milne Bay Provincial Administration			PSC3-10-MBPA:03/2020	Discipline	2020
116.	Milne Bay Provincial Administration			PSC3-10-MBPA:03/2021	Discipline	2021
117.	Morobe Provincial Administration			PSC3-11-MOPA:78/2019	Discipline	2019
118.	Morobe Provincial Administration			PSC3-11-MOPA:76/2019	Selection	2019
119.	Morobe Provincial Administration			PSC3-11-MOPA:74/2019	Selection	2019
120.	Morobe Provincial Administration			PSC3-11-MOPA:05/2019	Selection	2019
121.	Morobe Provincial Administration			PSC3-11-MOPA:09/2019	Selection	2019
122.	Morobe Provincial Administration			PSC3-11-MOPA:06/2019	Selection	2019
123.	Morobe Provincial Administration			PSC3-11-MOPA:42/2019	Selection	2019
124.	Morobe Provincial Administration			PSC3-11-MOPA:05/2020	Selection	2020
125.	Morobe Provincial Administration			PSC3-11-MOPA:06/2020	Selection	2020

126.	Morobe Provincial Administration	PSC3-11-MOPA:08/2020	Selection	2020
127.	Morobe Provincial Administration	PSC3-11-MOPA:11/2020	Selection	2020
128.	Morobe Provincial Administration	PSC3-11-MOPA:10/2020	Selection	2020
129.	Morobe Provincial Administration	PSC3-11-MOPA:90/2020	Discipline	2020
130.	Morobe Provincial Administration	PSC3-11-MOPA:12/2020	Selection	2020
131.	Morobe Provincial Administration	PSC3-11-MOPA:13/2020	Selection	2020
132.	Morobe Provincial Administration	PSC3-11-MOPA:14/2020	Selection	2020
133.	Morobe Provincial Administration	PSC3-11-MOPA:15/2021	Discipline	2021
134.	Morobe Provincial Administration	PSC3-11-MOPA:35/2021	Discipline	2021
135.	Morobe Provincial Administration	PSC3-11-MOPA:58/2021	Discipline	2021
136.	Morobe Provincial Administration	PSC3-11-MOPA:60/2021	Selection	2021
137.	Morobe Provincial Administration	PSC3-11-MOPA:61/2021	Terms & Conditions	2021
138.	Morobe Provincial Administration	PSC3-11-MOPA:63/2021	Terms & Conditions	2021
139.	New Ireland Provincial Health Authority	PSC3-12-NIPHA:12/2018	Discipline	2018
140.	New Ireland Provincial Health Authority	PSC3-12-NIPHA:14/2019	Terms & Conditions	2019
141.	New Ireland Provincial Health Authority	PSC3-12-NIPHA:33/2020	Discipline	2020
142.	New Ireland Provincial Administration	PSC3-12-NIPA:17/2020	Discipline	2020
143.	New Ireland Provincial Health Authority	PSC3-12-NIPHA:21/2021	Discipline	2021
144.	Northern Provincial Health Authority	PSC3-14-NPHA:68/2021	Discipline	2021
145.	Oro Provincial Health Authority	PSC3-14-OPHA:50/2020	Discipline	2020
146.	Oro Provincial Health Authority	PSC3-14-OPHA:57/2020	Discipline	2020
147.	Oro Provincial Health Authority	PSC3-14-OPHA:58/2020	Discipline	2020
148.	Oro Provincial Health Authority	PSC3-14-OPHA:82/2020	Discipline	2020
149.	Oro Provincial Health Authority	PSC3-14-OPHA:51/2020	Discipline	2020
150.	Simbu Provincial Administration	PSC3-15-SPA:102/2018	Discipline	2018
151.	Simbu Provincial Administration	PSC3-15-SPA:130/2018	Discipline	2018
152.	Simbu Provincial Administration	PSC3-15-SPA:31/2020	Discipline	2020
153.	Simbu Provincial Administration	PSC3-15-SPA:79/2020	Discipline	2020
154.	Simbu Provincial Administration	PSC3-15-SPA:89/2020	Discipline	2020
155.	Simbu Provincial Administration	PSC3-15-SPA:95/2020	Terms & Conditions	2020
156.	Simbu Provincial Administration	PSC3-15-SPA:01/2020	Discipline	2020
157.	Simbu Provincial Administration	PSC3-15-SPA:98/2020	Discipline	2020
158.	Simbu Provincial Administration	PSC-15-SPA:62/2020	Discipline	2020
159.	Simbu Provincial Administration	PSC3-15-SPA:02/2021	Discipline	2021
160.	Simbu Provincial Administration	PSC3-15-SPA:05/2021	Discipline	2021
161.	Simbu Provincial Administration	PSC3-15-SPA:08/2021	Discipline	2021
162.	Southern Highlands Provincial Health Authority	PSC3-16-SHPHA:08/2019	Discipline	2019
163.	Southern Highlands Provincial Administration	PSC3-16-SHPA:103/2020	Discipline	2020
164.	Southern Highlands Provincial Administration	PSC3-16-SHPA:59/2020	Discipline	2020
165.	Southern Highlands Provincial Administration	PSC3-16-SHPA:78/2020	Discipline	2020
166.	Southern Highlands Provincial	PSC3-16-SHPHA:75/2020	Discipline	2020



	Health Authority				
167.	Southern Highlands Health Authority	Provincial	PSC3-16-SHPHA:36/2020	Discipline	2020
168.	Southern Highlands Administration	Provincial	PSC3-16-SHPA:64/2021	Discipline	2021
169.	Southern Highlands Health Authority	Provincial	PSC3-16-SHPHA:13/2021	Selection	2021
170.	Southern Highlands Health Authority	Provincial	PSC3-16-SHPHA:16/2021	Discipline	2021
171.	Southern Highlands Health Authority	Provincial	PSC3-16-SHPHA:17/2021	Discipline	2021
172.	Southern Highlands Health Authority	Provincial	PSC3-16-SHPHA:19/2021	Discipline	2021
173.	Southern Highlands Health Authority	Provincial	PSC3-16-SHPHA:20/2021	Selection	2021
174.	Southern Highlands Health Authority	Provincial	PSC3-16-SHPHA:22/2021	Discipline	2021
175.	Southern Highlands Health Authority	Provincial	PSC3-16-SHPHA:79/2021	Terms & Conditions	2021
176.	West New Britain Administration	Provincial	PSC3-19-WNBPA:54/2019	Discipline	2019
177.	West New Britain Administration	Provincial	PSC3-19-WNBPA:61/2019	Discipline	2019
178.	West New Britain Administration	Provincial	PSC3-19-WNBPA:84/2019	Discipline	2019
179.	West New Britain Administration	Provincial	PSC3-19-WNBPA:30/2020	Discipline	2020
180.	West New Britain Administration	Provincial	PSC3-19-WNBPA:45/2020	Discipline	2020
181.	West New Britain Administration	Provincial	PSC3-19-WNBPA:47/2020	Discipline	2020
182.	West New Britain Administration	Provincial	PSC3-19-WNBPA:49/2020	Discipline	2020
183.	West New Britain Administration	Provincial	PSC3-19-WNBPA:56/2020	Selection	2020
184.	West New Britain Administration	Provincial	PSC3-19-WNBPA:66/2020	Discipline	2020
185.	West New Britain Administration	Provincial	PSC3-19-WNBPA:74/2020	Discipline	2020
186.	West New Britain Administration	Provincial	PSC3-19-WNBPA:81/2020	Discipline	2020
187.	West New Britain Administration	Provincial	PSC3-19-WNBPA:83/2020	Discipline	2020
188.	West New Britain Administration	Provincial	PSC3-19-WNBPA:28/2021	Discipline	2021
189.	West New Britain Administration	Provincial	PSC3-19-WNBPA:76/2021	Discipline	2021
190.	West New Britain Health Authority	Provincial	PSC3-19-WNBPHA:43/2021	Selection	2021
191.	West New Britain Health Authority	Provincial	PSC3-19-WNBPHA:66/2021	Selection	2021
192.	West New Britain Health Authority	Provincial	PSC3-19-WNBPHA:67/2021	Selection	2021
193.	West New Britain Administration	Provincial	PSC3-19-WNBPHA:69/2021	Discipline	2021



	Health Authority					
194.	West Sepik Administration	Provincial		PSC3-20-WSPA:104/2018	Discipline	2018
195.	West Sepik Administration	Provincial		PSC3-20-WSPA:80/2018	Discipline	2018
196.	West Sepik Administration	Provincial		PSC3-20-WSPA:105/2018	Discipline	2018
197.	West Sepik Administration	Provincial		PSC3-20-SAPA:53/2019	Discipline	2019
198.	West Sepik Administration	Provincial		PSC3-20-WSPA:40/2019	Discipline	2019
199.	West Sepik Administration	Provincial		PSC3-20-SAPA:106/2019	Discipline	2019
200.	West Sepik Administration	Provincial		PSC3-20-WSPA:99/2020	Discipline	2020
201.	West Sepik Administration	Provincial		PSC3-20-WSPA:102/2020	Discipline	2020
202.	West Sepik Administration	Provincial		PSC3-20-WSPA:101/2020	Discipline	2020
203.	West Sepik Administration	Provincial		PSC3-20-WSPA:100/2020	Discipline	2020
204.	West Sepik Administration	Provincial		PSC3-20-WSPA:39/2021	Discipline	2021
205.	West Sepik Provincial Health Authority	Provincial Health Authority		PSC3-20-WSPHA:26/2021	Discipline	2021
206.	West Sepik Provincial Health Authority	Provincial Health Authority		PSC3-20-WSPHA:30/2021	Discipline	2021
207.	West Sepik Provincial Health Authority	Provincial Health Authority		PSC3-20-WSPHA:71/2021	Discipline	2021
208.	Western Highlands Health Authority	Provincial Health Authority		PSC3-18-WHPHA:49/2018	Discipline	2018
209.	Western Highlands Health Authority	Provincial Health Authority		PSC3-18-WHPHA:88/2020	Discipline	2020
210.	Western Highlands Health Authority	Provincial Health Authority		PSC3-18-WHPHA:96/2020	Discipline	2020
211.	Western Highlands Health Authority	Provincial Health Authority		PSC3-18-WHPHA:76/2020	Discipline	2020
212.	Western Highlands Health Authority	Provincial Health Authority		PSC3-18-WHPHA:124/2020	Discipline	2020
213.	Western Highlands Administration	Provincial Administration		PSC3-18-WHPHA:07/2021	Discipline	2021
214.	Western Highlands Administration	Provincial Administration		PSC3-18-WHPA:33/2021	Terms & Conditions	2021
215.	Western Highlands Administration	Provincial Administration		PSC3-18-WHPA:47/2021	Discipline	2021
216.	Western Highlands Administration	Provincial Administration		PSC3-18-WHPA:51/2021	Discipline	2021
217.	Western Highlands Administration	Provincial Administration		PSC3-18-WHPA:52/2021	Discipline	2021
218.	Western Highlands Administration	Provincial Administration		PSC3-18-WHPA:53/2021	Discipline	2021
219.	Western Highlands Administration	Provincial Administration		PSC3-WHPA:55/2021	Discipline	2021
220.	Western Highlands Administration	Provincial Administration		PSC3-18-WHPA:75/2021	Selection	2021

	Administration				
221.	Western Highlands Provincial Administration	PSC3-18-WHPA:77/2021	Selection	2021	
222.	Western Highlands Provincial Health Authority	PSC3-18-WHPHA:07/2021	Discipline	2021	
223.	Western Highlands Provincial Health Authority	PSC3-18-WHPHA:01/2021	Discipline	2021	
224.	Western Highlands Provincial Health Authority	PSC3-18-WHPHA:23/2021	Discipline	2021	
225.	Western Highlands Provincial Health Authority	PSC3-18-WHPHA:25/2021	Discipline	2021	
226.	Western Highlands Provincial Health Authority	PSC3-18-WHPHA:27/2021	Discipline	2021	
227.	Western Highlands Provincial Health Authority	PSC3-17-WHPHA:40/2021	Discipline	2021	
228.	Western Highlands Provincial Health Authority	PSC3-18-WHPHA:46/2021	Discipline	2021	
229.	Western Provincial Administration	PSC3-17-WPA:62/2019	Discipline	2019	
230.	Western Provincial Health Authority	PSC3-17-DGH:84/2019	Discipline	2019	
231.	Western Provincial Administration	PSC3-17-WPA:97/2020	Selection	2020	
232.	Western Provincial Administration	PSC3-17-WPA:71/2020	Discipline	2020	
233.	Western Provincial Administration	PSC3-17-WPA:64/2020	Discipline	2020	
234.	Western Provincial Administration	PSC3-17-WPA:93/2020	Discipline	2020	
235.	Western Provincial Health Authority	PSC3-17-WPHA:85/2020	Selection	2020	
236.	Western Provincial Health Authority	PSC3-17-WPHA:80/2020	Discipline	2020	
237.	Western Provincial Health Authority	PSC3-17-WPHA:41/2021	Discipline	2021	
238.	Western Provincial Health Authority	PSC3-17-WPHA:54/2021	Discipline	2021	
239.	Western Provincial Health Authority	PSC3-17-WPHA:57/2021	Discipline	2021	
240.	Western Provincial Health Authority	PSC3-17-WPHA:65/2021	Discipline	2021	
241.	Western Provincial Health Authority	PSC3-17-WPHA:70/2021	Selection	2021	
242.	Western Provincial Health Authority	PSC3-17-WPHA:72/2021	Discipline	2021	

## APPENDIX K

### PROGRESS STATUS OF CONSULTATIONS ON APPOINTMENT MATTERS

**TABLE 1: PERMANENT APPOINTMENTS OF NATIONAL DEPARTMENTAL HEADS - 2021**

DEPARTMENT	DATE OF CONSULTATION	DATE OF CONSULTATION RECEIVED AT PSC	DATE OF PSC RESPONSE (FINAL SUBMISSION DATE)
Reappointment of the Secretary for the Department of Mineral Policy & Geohazards	16/04/2021	20/05/2021	24/05/2021

Management			
Permanent Appointment of First Legislative Counsel of Office of Legislative Counsel	27/05/2021	31/05/2021	30/08/2021
Permanent Appointment of Secretary for Department of Community Development & Religion	23/06/2021	29/06/2021	08/09/2021
Permanent Appointment of Director for National Coordination Office for Bougainville Affairs	04/10/2021	19/10/2021	21/12/2021
Permanent Appointment of Secretary for Department of Provincial & Local Level Government Affairs	05/10/2021	19/10/2021	24/12/2021
Re-appointment of the Secretary for the Department of Works	09/11/2021	17/12/2021	26/11/2021

**TABLE 2: ACTING APPOINTMENTS OF NATIONAL DEPARTMENTAL HEADS - 2021**

<b>DEPARTMENT</b>	<b>DATE OF CONSULTATION</b>	<b>DATE OF CONSULTATION RECEIVED AT PSC</b>	<b>DATE OF PSC RESPONSE (FINAL SUBMISSION DATE)</b>
Appointment of new Acting Secretary for Department of Community Development & Religion	26/01/2021	27/01/2021	28/01/2021
Consultation on the Extension of the Acting Appointment for Secretary for the Department of Foreign Affairs & International Trade	27/01/2021	28/01/2021	29/01/2021
Consultation on the Extension of the Acting Appointment of National Trade Officer for the National Trade Office	28/01/2021	02/02/2021	04/02/2021
Consultation on the Extension of the Acting Appointment of First Legislative Counsel for Office of First	25/02/2021	03/03/2021	04/03/2021

Legislative Counsel.			
Consultation on the Extension of the Acting Appointment for Secretary for the Department of Commerce & Industry	25/02/2021	03/03/2021	04/03/2021
Consultation on a new Acting Appointment for Secretary for the Department of Higher Education, Research, Science & Technology	16/04/2021	20/04/2021	22/04/2021
Consultation on a new Acting Appointment for Secretary for the Department of Provincial & Local Level Government Affairs	22/04/2021	04/05/2021	11/05/2021
Appointment of a new Acting Secretary for the Department of Community Development & Religion	26/04/2021	04/05/2021	07/05/2021
Consultation on the Extension of the Acting Appointment for Secretary for the Department of Foreign Affairs & International Trade	30/04/2021	04/05/2021	07/05/2021
Consultation on the Extension of the Acting Appointment for Secretary for the Department of Commerce & Industry	30/04/2021	04/05/2021	07/05/2021
Consultation on a new Acting Appointment for Director for National Coordination Office for Bougainville Affairs	13/05/2021	17/05/2021	20/05/2021
Consultation on the Extension of the Acting Appointment of First Legislative Counsel for Office of First Legislative Counsel	26/05/2021	27/05/2021	31/05/2021
Appointment of new Acting Secretary for Department of Agriculture & Livestock	09/07/2021	12/07/2021	21/07/2021
Consultation on the Extension of the Acting Appointment for Secretary for the	04/08/2021	10/08/2021	12/08/2021

Department of Higher Education, Research, Science & Technology			
Consultation on the Extension of the Acting Appointment for Secretary for Department of Provincial & Local Level Government Affairs	04/08/2021	10/08/2021	12/08/2021
Consultation on the Extension of the Acting Appointment of Community Development & Religion	04/08/2021	10/08/2021	12/08/2021
Consultation on the Extension of the Acting Appointment for Secretary for the Department of Foreign Affairs & International Trade	04/08/2021	10/08/2021	12/08/2021
Consultation on the Extension of the Acting Appointment for Secretary for the Department of Commerce & Industry	04/08/2021	10/08/2021	12/08/2021
Consultation on the Extension of the Acting Appointment for Director for National Coordination Office for Bougainville Affairs	10/09/2021	14/09/2021	20/09/2021
Appointment of a new Acting Secretary for the Department of Labor & Industrial Relations	04/10/2021	05/10/2021	07/10/2021
Consultation on the Extension of the Acting Appointment for Secretary for the Department of Foreign Affairs & International Trade	26/10/2021	01/11/2021	02/11/2021
Appointment on the Extension of the Acting Appointment for Secretary for the Department of Agriculture & Livestock	02/11/2021	08/11/2021	12/11/2021
Consultation on the Extension of the Acting Appointment for Secretary for the	02/11/2021	08/11/2021	12/11/2021

Department of Higher Education, Research, Science & Technology			
Consultation on the Extension of the Acting Appointment for Secretary for the Department of Commerce & Industry	02/11/2021	08/11/2021	12/11/2021
Consultation on the Extension of the Acting Appointment for Secretary for the Department of Commerce & Industry	09/11/2021	15/11/2021	18/11/2021
Consultation on the Extension of the Acting Appointment for Secretary for Department of Provincial & Local Level Government Affairs	24/11/2021	01/12/2021	03/12/2021
Consultation on the Extension of the Acting Appointment for Director for National Coordination Office for Bougainville Affairs	03/12/2021	10/12/2021	22/12/2021
Appointment of a new Acting Secretary for the Department of Treasury	09/12/2021	14/12/2021	15/12/2021

**TABLE 3: PERMANENT APPOINTMENTS OF PROVINCIAL ADMINISTRATORS - 2021**

<b>PROVINCIAL ADMINISTRATION</b>	<b>DATE OF CONSULTATION</b>	<b>DATE OF CONSULTATION RECEIVED AT PSC</b>	<b>DATE OF PSC RESPONSE (FINAL SUBMISSION DATE)</b>
Appointment of a new Provincial Administrator for Hela Provincial Administration	22/03/2021	31/03/2021	27/05/2021
Re-appointment of Provincial Administrator for Enga Provincial Administration	24/03/2021	30/03/2021	01/04/2021
Appointment of a new Provincial Administrator for Madang Provincial Administration	08/09/2021	22/09/2021	03/11/2021
Appointment of new Provincial Administrator East Sepik Provincial Administration	14/09/2021	22/09/2021	14/10/2021
Appointment of a new Provincial Administrator	15/09/2021	22/09/2021	22/11/2021

for Central Provincial Administration			
Re-appointment of the Provincial Administrator for East New Britain Provincial Administration	06/10/2021	13/10/2021	18/10/2021
Appointment of a new Provincial Administrator for Gulf Provincial Administration	06/10/2021	01/11/2021	PENDING

**TABLE 4: ACTING APPOINTMENTS OF PROVINCIAL ADMINISTRATORS - 2021**

<b>PROVINCIAL ADMINISTRATION</b>	<b>DATE OF CONSULTATION</b>	<b>DATE OF CONSULTATION RECEIVED AT PSC</b>	<b>DATE OF PSC RESPONSE (FINAL SUBMISSION DATE)</b>
Consultation on the Extension of the Acting Appointment for Provincial Administrator for Hela Provincial Administration	28/01/2021	02/02/2021	04/02/2021
Consultation on the Extension of the Acting Appointment for Provincial Administrator for Jiwaka Provincial Administration	25/02/2021	03/03/2021	04/03/2021
Consultation on the Extension of the Acting Appointment for Provincial Administrator for Central Provincial Administration	03/03/2021	09/03/2021	17/03/2021
Appointment of a new Acting Provincial Administrator for New Ireland Provincial Administration	04/03/2021	09/03/2021	11/03/2021
Appointment of a new Acting Provincial Administrator for West New Britain Provincial Administration	26/03/2021	12/04/2021	14/04/2021
Appointment of a new Acting Provincial Administrator for Morobe Provincial Administration	12/04/2021	12/04/2021	14/04/2021
Appointment of a new Acting Provincial Administrator for Madang Provincial Administration	13/04/2021	14/04/2021	19/04/2021
Appointment of a new	16/04/2021	18/04/2021	19/04/2021



Acting Provincial Administrator for Simbu Provincial Administration			
Consultation on the Extension of the Acting Appointment for Provincial Administrator for Hela Provincial Administration	29/04/2021	04/05/2021	07/05/2021
Consultation on the Extension of the Acting Appointment for Provincial Administrator for Jiwaka Provincial Administration	30/04/2021	04/05/2021	07/05/2021
Acting Appointment of a new Acting Provincial Administrator for East Sepik Provincial Administration	26/05/2021	27/05/2021	31/05/2021
Consultation on the Extension of the Acting Appointment for Provincial Administrator for Central Provincial Administration	15/06/2021	18/06/2021	22/06/2021
Appointment on the Extension of the Acting Provincial Administrator for Madang Provincial Administration	14/07/2021	19/07/2021	21/07/2021
Appointment on the Extension of the Acting Provincial Administrator for Simbu Provincial Administration	04/08/2021	10/08/2021	12/08/2021
Consultation on the Extension of the Acting Appointment for Provincial Administrator for Jiwaka Provincial Administration	04/08/2021	10/08/2021	12/08/2021
Appointment on the Extension of the Acting Provincial Administrator for East Sepik Provincial Administration	10/09/2021	14/09/2021	20/09/2021
Consultation on the Extension of the Acting Appointment for Provincial Administrator for Central Provincial Administration	10/09/2021	14/09/2021	20/09/2021
Appointment on the Extension of the Acting Provincial Administrator	26/10/2021	01/11/2021	02/11/2021

for Simbu Provincial Administration			
Appointment on the Extension of the Acting Provincial Administrator for Madang Provincial Administration	02/11/2021	08/11/2021	12/11/2021
Consultation on the Extension of the Acting Appointment for Provincial Administrator for New Ireland Provincial Administration	02/11/2021	08/11/2021	12/11/2021
Consultation on the Extension of the Acting Appointment for Provincial Administrator for Jiwaka Provincial Administration	24/11/2021	01/12/2021	03/12/2021
Appointment on the Extension of the Acting Provincial Administrator for East Sepik Provincial Administration	24/11/2021	01/12/2021	03/12/2021
Consultation on the Extension of the Acting Appointment for Provincial Administrator for Central Provincial Administration	03/12/2021	10/12/2021	22/12/2021
Consultation on the Extension of the Acting Appointment for Provincial Administrator for Milne Bay Provincial Administration	13/12/2021	17/12/2021	22/12/2021

**TABLE 5: PERMANENT APPOINTMENTS OF HEADS OF STATUTORY BODIES - 2021**

<b>STATUTORY BODY/ORGANIZATION/OFFICE</b>	<b>DATE OF CONSULTATION</b>	<b>DATE OF CONSULTATION RECEIVED AT PSC</b>	<b>DATE OF PSC RESPONSE (FINAL SUBMISSION DATE)</b>
Permanent Appointment of Director General for the National Intelligence Office	02/11/2020	17/11/2020	13/01/2021
Permanent Appointment of Chief Executive Officer of Civil Aviation Safety Authority of PNG	09/11/2020	10/11/2020	12/01/2021
Permanent Appointment of National Statistician of National Statistical Office	24/11/2020	30/11/2020	05/02/2021
Permanent Appointment of the Managing Director of the National Housing	03/12/2020	15/12/2020	09/03/2021

Corporation			
Permanent Appointment of the Executive Director for Papua New Guinea Sports foundation	22/02/2021	23/02/2021	31/05/2021
Permanent Appointment of the Chief Executive Officer for Manam Resettlement Authority	02/03/2021	14/04/2021	21/10/2021
Permanent Appointment of the Commissioner for Tax for Internal Revenue Commission	22/03/2021	31/03/2021	10/06/2021
Re-appointment of the Chief Executive Officer for Cocoa Board of Papua New Guinea	28/05/2021	31/05/2021	07/06/2021
Permanent Appointment of the Director for Gas Projects Coordination Authority	06/07/2021	19/07/2021	20/09/2021
Reappointment of the Chief Executive officer for the National Gaming Control Board	09/07/2021	21/07/2021	26/07/2021
Permanent Appointment of the Managing Director for National Fisheries Service	08/09/2021	08/09/2021	14/10/2021
Permanent Appointment of the Secretary-General for Oil Palm Industry Corporation	15/10/2021	01/11/2021	22/12/2021
Permanent Appointment of the Chief Executive Officer for Mt. Hagen City Authority	04/11/2021	05/11/2021	PENDING

**TABLE 6: ACTING APPOINTMENTS OF HEADS OF STATUTORY BODIES - 2021**

<b>STATUTORY BODY/ORGANIZATION/OFFICE</b>	<b>DATE OF CONSULTATION</b>	<b>DATE OF CONSULTATION RECEIVED AT PSC</b>	<b>DATE OF PSC RESPONSE (FINAL SUBMISSION DATE)</b>
Consultation on the Extension of the Acting Appointment for Register General for PNG Civil Registry and Identity Registry	28/01/2021	02/02/2021	04/02/2021
Consultation on the Extension of the Acting Appointment of Director General for the National Intelligence Office	28/01/2021	02/02/2021	04/02/2021
Consultation on the Extension of the Acting Appointment of Director	18/02/2021	22/02/2021	24/02/2021

General for the National Narcotics Bureau			
Consultation on the Extension of the Acting Appointment of Chief Executive officer & Director for Civil Aviation Safety Authority PNG	23/02/2021	25/02/2021	04/03/2021
Consultation on the Extension of the Acting Appointments of Director for Gas Projects Coordination Office	25/02/2021	03/03/2021	04/03/2021
Consultation on the Extension of the Acting Appointment of Chief Executive Officer for Coffee Industry Corporation	25/02/2021	03/03/2021	04/03/2021
Appointment of a new Acting Chief Executive Officer for the National Gaming Control Board	04/03/2021	04/03/2021	04/03/2021
Consultation on the Extension of the Acting Appointment of Commissioner for Tax for Internal Revenue Commission	19/03/2021	30/03/2021	31/03/2021
Consultation on the Extension of the Acting Appointment of National Statistician for the National Statistical Office	19/03/2021	30/03/2021	31/03/2021
Consultation on the Extension of the Acting Appointment of Chief Executive officer for PNG Science and Technology Council and Secretariat	19/03/2021	30/03/2021	31/03/2021
Appointment of a new Acting Managing Director for the National Forest Service	22/03/2021	23/03/2021	31/03/2021
Consultation on the Extension of the Acting Appointment of Director for Gas Projects Coordination Office	04/04/2021	10/08/2021	12/08/2021
Consultation on the Extension of the Acting Appointment of Commissioner for Tax for Internal Revenue Commission	29/04/2021	04/05/2021	07/05/2021
Consultation on the Extension of the Acting	30/04/2021	04/05/2021	07/05/2021

Appointment of Chief Executive officer for Coffee Industry Corporation			
Consultation on the Extension of the Acting Appointment of Director for Gas Projects Coordination Office	30/04/2021	04/05/2021	10/05/2021
Appointment of a new Acting Managing Director for the National Forest Service	04/05/2021	04/05/2021	18/05/2021
Appointment of a new Acting Director for the National AIDS Council Secretariat	09/06/2021	15/06/2021	25/06/2021
Consultation on the Extension of the Acting Appointment of National Statistician for the National Statistical Office	15/06/2021	18/06/2021	22/06/2021
Consultation on the Extension of the Acting Appointment of General Secretary for Oil Palm Industry Corporation	15/06/2021	18/06/2021	22/06/2021
Consultation of a new Acting Appointment of Commissioner for Trade and Corporate Services for PNG Customs Service	26/07/2021	03/08/2021	04/08/2021
Consultation on the Extension of the Acting Appointment for Registrar General for PNG Civil Registry and Identity Registry	29/07/2021	03/08/2021	04/08/2021
Consultation on the Extension of the Acting Appointment of Chief Trade Officer for the National Trade Office	04/08/2021	10/08/2021	12/08/2021
Consultation on the Extension of the Acting Appointment of Chief Executive Officer for PNG Science and Technology Council Secretariat	04/08/2021	10/08/2021	12/08/2021
Appointment on the Extension of the Acting Managing Director for the National Forest Service	10/09/2021	14/09/2021	20/09/2021
Consultation on the Extension of the Acting Appointment of National Statistician for the National Statistical Office	10/09/2021	14/09/2021	20/09/2021

Consultation on the Extension of the Acting Appointment of General Secretary for Oil Palm Industry Corporation	10/09/2021	14/09/2021	20/09/2021
Consultation on the Extension of the Acting Appointment of Chief Executive Officer for Coffee Industry Corporation	14/09/2021	21/09/2021	28/09/2021
Consultation on the Extension of the Acting Appointment for Registrar General for PNG Civil Registry and Industry Registry	26/10/2021	01/11/2021	02/11/2021
Consultation on the Extension of the Acting Appointment of Chief Trade Officer for the National Trade Office	26/10/2021	01/11/2021	02/11/2021
Consultation on the Extension of the Acting Appointment of Director for National AIDS Council Secretariat	01/11/2021	10/11/2021	15/11/2021
Consultation on the Extension of the Acting Appointment of Managing Director for the National Museum & Arts Gallery	08/11/2021	09/11/2021	30/11/2021
Appointment of a new Acting Appointment of Managing Director for the National Energy Authority	24/11/2021	24/11/2021	03/12/2021
Consultation on the Extension of the Acting Appointment of Chief Executive officer for Coffee Industry Corporation	24/11/2021	21/12/2021	03/12/2021
Consultation on the Extension of the Acting Appointment of Director for National AIDS Council Secretariat	25/11/2021	21/12/2021	PENDING
Appointment on a new Acting Appointment of City Manager for the National Capital District Commission	29/11/2021	03/12/2021	07/12/2021
Consultation on the Extension of the Acting Appointment of National Statistician for the National Statistical Office	03/12/2021	10/12/2021	PENDING
Consultation on the	14/12/2021	15/12/2021	20/12/2021

Revocation of the Acting Appointment of Commander/Chief of Defence for the Papua New Guinea Defence Force, and appointment of a new Acting Commander/Chief of Defence for the Papua New Guinea Defence Force			
Consultation on the Extension of the Acting Appointment of General Secretary for Oil Palm Industry Corporation	20/12/2021	23/12/2021	PENDING

**TABLE 7: APPOINTMENTS OF BOARD MEMBERS OF STATUTORY BODIES - 2021**

<b>STATUTORY BODIES</b>	<b>DATE OF CONSULTATION</b>	<b>DATE OF CONSULTATION RECEIVED AT PSC</b>	<b>DATE OF PSC RESPONSE (FINAL SUBMISSION DATE)</b>
Appointment of Non-Ex-Officio Members of PNG Physical Planning Appeals Tribunal	(Undated)	09/12/2020	19/01/2021
Appointment of Non-Ex-Officio Members of the National Gaming Control Board	02/03/2021 <i>(NEC decision)</i>	05/03/2021	19/03/2021
Appointment of Non-Ex-Officio Members of the National Youth Development Authority Board	05/03/2021	05/03/2021	18/06/2021
Appointment of Non-Ex-Officio Members of National Forest Board	11/03/2021	23/03/2021	08/04/2021
Appointment of Non-Ex-Officio Members of the National Gaming Control Board	19/04/2021	21/04/2021	28/04/2021
Appointment of Non-Ex-Officio Members of National Airport Corporation Board	02/05/2021	14/05/2021	31/05/2021
Appointment of Non-Ex-Officio Members of Cocoa Board of Papua New Guinea	31/05/2021	04/06/2021	08/06/2021
Appointment of Non-Ex-Officio Members of Investment Promotion Authority Board	07/06/2021 24/06/2021	09/06/2021 02/07/2021	07/07/2021
Appointment of Non-Ex-Officio Members of the National Cultural Commission Board	02/07/2021 16/08/2021	05/07/2021 18/08/2021	31/08/2021



Appointment of Non-Ex-Officio Members of Tourism Promotion Authority Board	09/07/2021	14/07/2021	14/09/2021
Appointment of Non-Ex-Officio Members of Mineral Resources Authority Board	27/07/2021	14/09/2021	PENDING
Appointment of Non-Ex-Officio Members of National Institute of Standards and Industrial Technology Council	13/08/2021	22/08/2021	09/09/2021
Appointment of Non-Ex-Officio Members of Papua New Guinea Sports Foundation Board	24/08/2021 25/10/2021	07/09/2021 25/10/2021	28/10/2021
Appointment of Non-Ex-Officio Members of Conservation and Environment Protection Authority Board	06/09/2021 20/10/2021	14/09/2021 22/10/2021	PENDING
Appointment of Non-Ex-Officio Members of Niusky Pacific Limited Board	20/10/2021	28/10/2021	04/11/2021
Appointment of Non-Ex-Officio Members of the National Agricultural Research Institute Board	05/11/2021	01/12/2021	15/12/2021
Appointment of Non-Ex-Officio Members of Oil Palm Industry Corporation Board	20/12/2021	23/12/2021	PENDING

**TABLE 8: OTHER CONSULTATION MATTERS - 2021**

<b>DEPARTMENT/PROVINCIAL ADMINISTRATION/STATUTORY BODIES</b>	<b>DATE OF CONSULTATION</b>	<b>DATE OF CONSULTATION RECEIVED AT PSC</b>	<b>DATE OF PSC RESPONSE (FINAL SUBMISSION DATE)</b>
Appointment of a new Acting Director-General for the National Agricultural Research Institute	04/12/2020	11/12/2020	19/03/2021
Permanent Appointment of Director General for the National Narcotics Bureau	29/01/2021	09/02/2021	17/02/2021
Appointment of new Acting Executive Officer for Spice Industry Board	17/02/2021	30/04/2021	07/05/2021
Appointment of Non-Ex-Officio Members of	18/02/2021	19/02/2021	24/02/2021

National Forest Board			
Permanent Appointment of Auditor General of Papua New Guinea	19/02/2021	25/02/2021	05/03/2021
Appointment of Non-Ex-Officio Members of the National Gaming Control Board	23/02/2021	24/02/2021	05/03/2021
Appointment of Non-Ex-Officio Members of Investment Promotion Authority Board	02/03/2021	05/03/2021	17/03/2021
Appointment of Non-Ex-Officio Members of the National Gaming Control Board	02/03/2021 (NEC decision)	05/03/2021	19/03/2021
Appointment of Acting Chief Executive officer of National Gaming Control Board	02/03/2021	05/03/2021	19/03/2021
Permanent Appointment of Auditor General of Papua New Guinea	04/03/2021 (NEC decision)	05/03/2021	19/03/2021
Permanent Appointment of Auditor General of Papua New Guinea	04/03/2021 (NEC decision)	05/03/2021	19/04/2021
Appointment of a new Acting Director for the National AIDS Council Secretariat	09/03/2021	22/03/2021	08/04/2021
Appointment of a new Acting Director for the National AIDS Council Secretariat	15/03/2021	15/03/2021	08/04/2021
Consultation on Entitlements of the Auditor General's Office	15/03/2021	20/04/2021	10/06/2021
Permanent Appointment of Director General for the National Narcotics Bureau	17/03/2021	26/03/2021	07/04/2021
Appointment of a new Acting Managing Director of the National Housing Corporation	18/03/2021	01/04/2021	PENDING
Re-appointment of Provincial Administrator for Enga Provincial Administration	24/03/2021	30/03/2021	23/11/2021
Appointment of a new Acting Director-General for the National Agriculture Research Institute	26/03/2021	29/03/2021	07/04/2021
Appointment of Non-Ex-Officio Members of National Agricultural	26/03/2021	29/03/2021	07/04/2021

Research Institute Council			
Re-appointment of Provincial Administrator for Western Highlands Provincial Administration	31/03/2021	01/04/2021	08/04/2021
Re-appointment of Provincial Administrator for Western Highlands Provincial Administration	31/03/2021	01/04/2021	16/04/2021
Appointment of a new Acting Provincial Administrator for East Sepik Provincial Administration	07/04/2021	12/04/2021	19/04/2021
Appointment of a new Acting Provincial Administrator for East Sepik Provincial Administration	20/04/2021	23/04/2021	28/04/2021
Permanent Appointment of Auditor General of Papua New Guinea	21/04/2021	28/04/2021	06/05/2021
Appointment of a new Acting Provincial Administrator for East Sepik Provincial Administration	26/04/2021	06/05/2021	11/05/2021
Appointment of a new Acting Director for the National AIDS Council Secretariat	03/05/2021	03/05/2021	11/05/2021
Appointment of a new Acting Provincial Administrator for East Sepik Provincial Administrator	17/05/2021	25/05/2021	31/05/2021
Permanent Appointment of First Legislative Counsel of Office of Legislative Counsel	27/05/2021	31/05/2021	16/06/2021
Appointment of Non-Ex-Officio Members of PNG (National) Land Board	31/05/2021	31/05/2021	09/06/2021
Consultation of a new Acting Chief Migration Officer for PNG Immigration & Citizenship Services Authority	30/06/2021	30/06/2021	06/07/2021
Re-appointment of Provincial Administrator for Western Highlands Provincial Administrator	28/06/2021	01/07/2021	06/07/2021
Appointment of Non-Ex-Officio Members of the National Cultural Commission Board	02/07/2021	05/07/2021	09/07/2021
Re-appointment of the	14/07/2021	16/07/2021	21/07/2021

Chief Executive Officer for the National Gaming Control Board			
Contract of Employment of Heads of Missions	26/07/2021	29/07/2021	17/08/2021
Appointment of Non-Ex-Officio Members of Civil Aviation Safety Authority Board	02/08/2021	03/08/2021	17/08/2021
Appointment of three (3) new Deputy Commissioner of Police for Royal Papua New Guinea Constabulary	16/07/2021	11/08/2021	27/08/2021
Appointment of a new Acting Director of the National Museum & Arts Gallery	27/07/2021	16/08/2021	31/08/2021
Appointment of Non-Ex-Officio Members of Mineral Resources Authority Board	27/07/2021	14/09/2021	24/09/2021
Appointment of Non-Ex-Officio Members of Papua New Guinea Sports Foundation Board	24/08/2021	07/09/2021	17/09/2021
Appointment of Deputy Chairman to the Climate Change & Development Authority's Appointment Committee	01/09/2021	09/09/2021	08/10/2021
Appointment of Non-Ex-Officio Members of the National Youth Development Authority Board	06/09/2021	07/09/2021	17/09/2021
Appointment of Non-Ex-Officio Members of Conservation and Environment Protection Authority Board	06/09/2021	14/09/2021	27/09/2021
Re-appointment of Provincial Administrator for Western Highlands Provincial Administration	13/09/2021	09/11/2021	15/11/2021
Appointment of Non-Ex-Officio Members of Conservation and Environment Protection Authority Board	20/10/2021	22/10/2021	28/10/2021
Consultation on the Extension of the Acting Appointment for Secretary for the Department of Higher Education, Research, Science & Technology	28/10/2021	29/10/2021	09/11/2021

Consultation on the Extension of the Acting Appointment for Secretary for the Department of Higher Education, Research, Science & Technology.	22/11/2021	24/11/2021	03/12/2021
Appointment of a new Acting Insurance Commissioner for the Insurance Commission	26/11/2021	07/12/2021	15/12/2021

**Public Services Commission  
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National Capital District**