



DEPARTMENT OF PERSONNEL MANAGEMENT
Office of the Secretary

EXTERNAL CIRCULAR INSTRUCTION NO 12 (A) OF 2019

Date: 9th October 2019
File: 1-4 -12
To: All Departmental Heads

DIRECTIONS TO SUBMIT 2019 PERFORMANCE ASSESSMENT REPORT AND 2020 PERFORMANCE COMMITMENTS AGREEMENT.

The Performance Management System is an integral part of the Performance Based Departmental Heads Contract System committing each Departmental Head to deliver services and programs in accordance with the performance targets agreed with the Portfolio Minister.

This Circular Instruction now request you to furnish to my office a copy of your:

- 1 2019 Annual Performance Assessment Report (Schedule G3) providing a rating duly endorsed by your Portfolio Minister no late than the *30th of November 2019*.
- 2 2020 Performance Commitments Agreement (Schedule G1) for the 2020 budget year duly signed by your Portfolio Minister no later than *7th February 2020*.

All inquiries about this Circular Instruction must be directed to the Acting Deputy Secretary Mr Vele Ravugamini on 327 6326 or email ravugamini_vele@dpm.gov.pg or Executive Manager Mr Diki Saia on 3276329 or email diki_saia@dpm.gov.pg


TAIES SANSAN
ACTING SECRETARY
DATE _____


“RISE UP, STEP UP, SPEAK UP”



DEPARTMENT OF PERSONNEL MANAGEMENT
Office of the Secretary

EXTERNAL CIRCULAR INSTRUCTION NO 12 (B) OF 2019

Date: 9th October 2019
File: 1-4 -12
To: All Provincial Administrators


DIRECTIONS TO SUBMIT 2019 PERFORMANCE ASSESSMENT REPORT AND 2020 PERFORMANCE COMMITMENTS AGREEMENT.


The Performance Management System is an integral part of the Performance Based Provincial Administrators Contract System committing each Provincial Administrator to deliver services and programs in accordance with the performance targets agreed with the Governor.

This Circular Instruction now request you to furnish to my office a copy of your:

- 1 2019 Annual Performance Assessment Report (Schedule G3) providing a rating duly endorsed by your Governor no late than the *30th of November 2019*.
- 2 2020 Performance Commitments Agreement (Schedule G1) for the 2020 budget year duly signed by your Governor no later than *7th February 2020*.

All inquiries about this Circular Instruction must be directed to the Acting Deputy Secretary Mr Vele Ravugamini on 327 6326 or email ravugamini_vele@dpm.gov.pg or Executive Manager Mr Diki Saia on 3276329 or email diki_saia@dpm.gov.pg


TAIES SANSAN
ACTING SECRETARY



“RISE UP, STEP UP, SPEAK UP”



DEPARTMENT OF PERSONNEL MANAGEMENT
Office of the Secretary

EXTERNAL CIRCULAR INSTRUCTION NO 12 (C) OF 2019

Date: 9th October 2019
File: 1-4 -12
To: All Chief Executive Officers of Regulatory Statutory Authorities

DIRECTIONS TO SUBMIT 2019 PERFORMANCE ASSESSMENT REPORT AND 2020 PERFORMANCE COMMITMENTS AGREEMENT.

The Performance Management System is an integral part of the Performance Based Chief Executive Officers Contract System committing each Chief Executive Officer to deliver services and programs in accordance with the performance targets agreed with the Board.

This Circular Instruction now request you to furnish to my office a copy of your:

- 1 2019 Annual Performance Assessment Report (Schedule G3) providing a rating duly endorsed by the Chairperson of your Board no late than the 30th of November 2019.
- 2 2020 Performance Commitments Agreement (Schedule G1) for the 2020 budget year duly signed by the Chairperson of your Board no later than 7th February 2020.

All inquiries about this Circular Instruction must be directed to the Acting Deputy Secretary Mr Vele Ravugamini on 327 6326 or email ravugamini_vele@dpm.gov.pg or Executive Manager Mr Diki Saia on 3276329 or email diki_saia@dpm.gov.pg


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ACTING SECRETARY


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