



DPM TO COMMENCE USE OF ONLINE CLOCK-IN SYSTEM



Samson Stanley of MIS installing the Clock- In/Out Program on Reuben Ponduo's Computer

Department of Personnel Management is preparing to commence the use of an online system for its staff to clock-in and clock-out during official working hours. This is to conform to the Public Service official working hours. On the 19th of

May this year a Circular Instruction (CI14/21) was issued to all line agencies on Time Keeping and Attendance in efforts to enforce Special General Order 11 of 2019. The circular instruction contended that Time Keeping is the cause of lack

of client attention and poor service delivery in many agencies. Secretary Ms Taies Sansan said, the Circular Instruction enforcing SGO11 is clear and requires the cooperation of all agency heads to fully enforce the clock in system. "DPM will be monitor-

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GROUND BREAKING FOR PUBLIC SERVICE CLINIC



The Public Service Clinic Ground Breaking Planning Team L-R Nancy Levi, Ruth Gii, Amelia Raka, Dr Goa Tau and Samson Stanley

The plan to have a clinic for Public Servants in NCD looks set to be realised as meetings towards a ground breaking ceremony for the clinic continues. Executive Manager PS & Institutional Housing Mrs Nancy Levi who is leading the team from the Central Government Office and a planning team made of representatives from various stakeholders met to plan for the ground breaking ceremony which is tentatively set for early next year. During a meeting with Dr Goa Tau of National Department of Health, the team recommended for 28th of January 2022 to be the tentative date for

the ground breaking ceremony. This was due mainly because the year is drawing towards the shutdown period and it would be only fair to have the ground breaking for this very important intervention done at the beginning of next year. Dr Tau said, the clinic would do good for Public Servants as they can be attended to at a clinic for Public Servants. "We will need to draw general guidelines for the clinic". Dr Tau said, there are many factors that makes the clinic an important asset for Public Servants in NCD. Mrs Levi also provided a brief from the Planning team outlining the

need to have the ground breaking done virtually given the covid-19 situation. It was raised that the need for a structure for the staff who will run the clinic is also critical and Mrs Levi has taken note of it to raise with DPM. Dr Tau will be taking an Information Paper to the NDOH Executives to brief them on the latest on the clinic. He said, the functionality of the clinic is critical to determine the kind of facilities that the Clinic will require. An NDOH Technical Officer informed the meeting that the submission on equipment listing was completed and that they will be submitting it to the NDOH Executive for funding.

DPM AND CGO STAFF DONATE BLOOD



One of 3 staff from DPM Amos Hillary donating blood when the PMGH Blood Bank team visited CGO

Staff at the Central Government Office were given the opportunity to donate blood towards the Port Moresby General Hospitals Blood Bank. On Friday the 19th of November, the PMGH Blood Bank team supported by the Brian Bell Foundation visited CGO giving the opportunity for staff to donate blood to help those in need.

One of the Blood Bank team members Ricky Ilo said, the turn out was not what they expected but said there are many reasons why people are reluctant to donate blood. Ilo said, one of the things they needed to do was to conduct awareness in order for staff to be made aware of the importance of donating blood. Ilo said, they

were happy to come to CGO to make it easier for staff to donate blood unfortunately not many turned up. There were a total of 25 people who turned up to donate blood but only 14 were given the ok to donate. DPM had only 3 staff who donated blood.

DPM ASSISTS RPNGC OFFICERS SIGN DORS



Director National Agencies Ms. Roselyn Wrakuavia addressing the RPNGC Retirees at the DOR Signing

DPM officers were on hand to assist Police Officer retirees at the Boroko Police station who gathered to sign their Deeds of Release. The officers were part of the 456 retirees from the Royal Papua New Guinea Constabulary who have been identified to be retired as part of the governments retirement exercise for this year. In his opening remarks the MC for the signing ceremony Chief Inspector Paul Unupite was emotional when addressing the retirees. He encouraged them to get their payouts and enjoy it with their families. During a session to have the retirees sign their Deeds of Release which is the legal document that entitles them to receive their pay out. The DPM team led by Director National Agencies Ms Roselyn Wrakuavia in addressing the retirees said, DPM was happy to work with the RPNGC to calculate their retiree's payout. "On behalf of

the Public Service Minister and Secretary Ms Taies Sansan, I take this opportunity to thank RPNGC staff for the commitment of the HR staff to complete the retirement exercise for the retirees". Ms Wrakuavia said, the retirement exercise for the RPNGC officers has been successful because of the commitment by the RPNGC HR staff. For RPNGC a big number of retirees have been retired last year and this year. This she said is due to the hardwork put in by the RPNGC HR team. Ms Wrakuavia and her team provided the retirees an opportunity to see how the calculations were done. They took the retirees through the calculations done by the DPM team and allowed them to ask questions to seek clarification. Ms Wrakuavia told the retirees that the Deed of Release is the most important document. "Once the DOR reaches DPM and Department of Treasury, they will do the list and pass it

on to Nambawan Super as the state share. Our officers will run you through and if you have queries do let us know. Ms Wrakuavia also explained to the retirees that the retirement payout was reviewed and this time around it will no longer be paid in cheques but direct through their bank accounts. Also present at the signing was the Police Association President Lowa Tambua. Mr Tambua who addressed the retirees expressed gratitude towards DPM staff for the work they have done behind the scenes to do the calculations for the retirees. Mr Tambua who spoke to the retirees about a number of issues also used the occasion to thank the government for making available funding to payout retirees. He was thankful to DPM for taking time to meet with the retirees and explain to them about their calculations unlike in the past when payouts are done to retirees without any explanation.

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ing payrolls and compiling audit reports from time to time in order for the Minister to inform NEC on compliance by individual agencies". Ms Sansan said, the measures taken by DPM is to ensure that DPM enforces SGO11. As part of conforming to the Circular Instruction, DPM is pushing ahead with the implementation of a

system that will see its staff clock in and out whilst at work. In efforts to prepare staff to use the system a virtual session was conducted by the Management Information System team to run staff through the use of the system. The virtual session provided a brief of how the system works and its practical use. The MIS team are now going around to all

staff to configure their computers to commence the use of the system. Most staff at the 3rd and 4th floor now have their computers configured. Acting Executive Manager MIS Mr Sam Lalui said, his staff are now doing that with the aim of getting all staff to commence using the system immediately.

STUDENT TRAINEES UNDERTAKE INTERNSHIP



UPNG Student Trainees who are currently undertaking work attachment at the Department

By Journalism student Esther Gahane

Thirteen students from the University of Papua New Guinea are currently undertaking their internship at the Department of Personnel Management. 11 Students from the Human Resource Strand are attached under different branches in the Department while two female student from the Journalism and Public Relations Strand attached to the Public Service Information Centre (PSIC). A third year HR student Fenny Pupo said, that working with DPM for the past four weeks as a trainee has helped him to understand how DPM functions as the department responsible for HR issues. One of the processes that interests him the most is the formalities and official conduct in public offices and the relationship agencies. “The staff are so friendly and helpful throughout the past training period and I learnt a lot from their shared experiences that add value to my knowledge in public service which I see myself as one of them serving the public as a trainee,” he said. Ivatius Igara who is also a third year student attached under Strategic Policy Development Division said that the internship has helped him understand the process of policy reviews and how that then gets to be amended and made into an act or included provisions. “I’ve come to understand that conducting surveys and writing up reports that takes into consideration other underlying laws that dictates the existence of that policy and also considering changes and the current status”. Christine Lewi, also a third year female student expressed similar sentiments. “It is very interesting here, we learn how to put into practice the theory knowledge that we learnt in University. It’s a nice experience of actually doing recruitment and selection, interviews, doing contracts for seniors and junior officers and approval of job advertisements.” This week is the end of the 4th week for the HR students which they have another four more weeks to go whereas for the two JPR students they have 13 weeks to go. This internship is part of the courses that they are studying at UPNG therefore after completion of the internship the third years will return for 2022 academic year while the two final year students will be eligible to graduate.

SELECTION PROCESS FOR NGI



Director New Guinea Islands Region Ms. Rhymbi Kokiva (right) with Acting Manager HRAS NGI Elias Yori with Buka Hospital team at the signing. See Story on Page 5

20 DAYS OF ACTIVISM



Senior Coordination & Mainstream Officer Amugl Mondo (2nd from Right) addressing staff at the Magisterial Services

By Journalism student Matilda Ginio

Senior Coordination and Mainstream Officer from the Department of Personnel Management (DPM) was doing the Gender Equity and Social Inclusion (GESI) Policy made a presentation on 25th of November at the Magisterial Service in Down Town, Port Moresby. The presentation was organized by the Magisterial Service to apply the GESI policy on the rights of Activism Campaign and advocating for the Elimination of Violence Against Women in Papua New Guinea. GESI Senior Coordination and Mainstream Officer, Mr. Amugl Mondo said, the day marks the 20 days' activism against gender-based violence (White Ribbon Day) that runs from 20th November to 10th December.

The premise of the day is to raise awareness of the fact that women around the world are subject to rape domestic violence and other forms of violence. Mr. Mondo said, the policy emphasize more on promoting fairness and inclusive practices and giving everyone the opportunity to participate fully in all area of development, also given that opportunity for women to be in decision making roles and positions based on merit. He added that, the lead agency in the public service to coordinate the Public Service Male Advocacy (PS MAN) which comprised of professional male public service officers who were sensitized and undergone relevant trainings to become certified members of the network. Mr.

Mondo also added, that since the outbreak of COVID- 19, emerging data and reports from those on the frontlines, have shown that all types of VAWG, particularly domestic has intensified. "This is the Shadow Pandemic growing amidst the COVID- 19 crisis. As COVID- 19 cases continue to strain health service, essential services, violence cases have sky rocketed, said Mondo. "More needs to be done as a government, as a department or agency and as public servants to prioritize addressing violence against women. Everyone has a role to play and together we can put an end to all forms of violence happening to our women and girls".

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By Journalism student Esther Gahane

Officers from the New Guinea Islands met with the Director for New Guinea Islands Ms. Rhymbi Kokiva for the selection signing of 41 positions and Deeds of Releases (DOR) for a number of retirees. The signing was held at DPM's conference room on the 26th of November. Director New Guinea Islands Ms. Kokiva said, DPM had taken the chairmanship of all the selections for the Public Service so in


this case Buka hospital has come in for their selection which was for the non-contract positions which was chaired by Mrs. Kokiva. She confirmed that there were 17 DOR's signed by 17 retiring officers from the Buka hospitals, so that will leave a gap and it's going to be a big challenge to the CEO and his team knowing that the core business of the hospitals is prison care. "So far Buka has done so well coming in with 17 signed DOR's and at the same time completed 41 positions that have remained outstanding since

2019. So it's a big achievement for the hospitals so far "She said. The Acting Chief Executive Officer for NGI Buka Hospital Dr. Tommy Wotsia on behalf of the Executive management of Buka General hospital said, they were quite pleased that they have gone through the process with the assistance, guidance and leadership from DPM especially NGI Directory team and the leadership of Mrs. Kokiva. There are few things we still need to go through and hopefully we keep them off the ground." Wotsia added

SO LONG HARRY



**DEPARTMENT OF PERSONNEL
MANAGEMENT**



LATE HARRY SCULTHORP

CONDOLENCE MESSAGE

On behalf of the staff of Department of Personnel Management, I hereby convey our sincerest condolences to the family of late Henry Sculthorp (Harry as he was popularly known) who passed on the 4th of November.

The late Mr Sculthorp had a long association with the Department of Personnel Management and with the wider public service. He was with the Department since 1987 and later became a consultant to the department.

He was instrumental in putting together organizational structures for many government departments and line agencies since the 80's.

Many DPM staff who worked with the late Mr Sculthorp will remember him for his forthrightness.

I take this time to thank his family for his life and for the many years of dedicated service to the public service. We will miss him dearly.

To his beloved wife Veao (Vesh) and children, we share with you your sorrow during this time of bereavement.

May his soul Rest in Eternal Peace.

TAIES SANSAN
Secretary

Matthew 11:28-30
"Come to me, all you who are weary and burdened, and I will give you rest. Take my yoke upon you and learn from me, for I am gentle and humble in heart, and you will find rest for your souls. For my yoke is easy and my burden is light."

DPM IN PICTURES— ZOOM MEETING

