

## XXX. CIVIL SERVICE COMMISSION

## A. CIVIL SERVICE COMMISSION

## STRATEGIC OBJECTIVES

## MANDATE

The Civil Service Commission (CSC) promotes morale, efficiency, integrity, responsiveness, progresiveness, and courtesy in the civil service. It adopts measures to strengthen the merit and reward system, integrates all human resources development programs for all levels and ranks, and institutionalizes a management climate conducive to public accountability.

## VISION

CSC shall be the Philippines' leading center of excellence for strategic human resource and organizational development

## MISSION

Gawing Lingkod-Bayani ang Bawat Kawani

## KEY RESULT AREAS

Anti-corruption and transparent, accountable, and participatory governance

## SECTOR OUTCOME

1. Improved public service delivery and good governance
2. Responsiveness of national government agencies, government-owned and controlled corporations, local government units increased and democratic institutions strengthened
3. People's trust in government rebuilt

## ORGANIZATIONAL OUTCOME

1. Merit and rewards system in the civil service strengthened
2. Public accountability of civil servants promoted

## New Appropriations, by Program/Project

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		<u>Current Operating Expenditures</u>			
		<u>Personnel</u>	<u>Maintenance</u>	<u>Capital</u>	<u>Total</u>
		<u>Services</u>	<u>and Other</u>	<u>Outlays</u>	
			<u>Operating</u>		
			<u>Expenses</u>		
<b>PROGRAMS</b>					
100000000	General Administration and Support	P 272,267,000	P 122,501,000	P 201,041,000	P 595,809,000
200000000	Support to Operations	27,422,000	5,817,000		33,239,000
300000000	Operations	439,951,000	41,341,000		481,292,000
	NFO 1 : Human Resource Management Policy Services	25,575,000	2,582,000		28,157,000
	NFO 2 : Human Resource Records Management Services	93,461,000	11,709,000		105,170,000
	NFO 3 : Human Resource Management Regulation	320,915,000	27,050,000		347,965,000
	<b>Total, Programs</b>	<b>739,640,000</b>	<b>169,659,000</b>	<b>201,041,000</b>	<b>1,110,340,000</b>

PROJECT(S)

400000000	Locally-Funded Projects(s)	26,950,000	26,950,000
Total, Project(s)		26,950,000	26,950,000
TOTAL NEW APPROPRIATIONS		P 739,640,000 P 196,609,000 P 201,041,000 P 1,137,290,000	

New Appropriations, by Central/Regional Allocation

<u>Current Operating Expenditures</u>				
REGION	Personnel Services	Maintenance and Other Operating Expenses	Capital Outlays	Total
CENTRAL OFFICE	P 298,407,000 P	158,990,000 P	141,188,000 P	598,585,000
Regional Allocation	441,233,000	37,619,000	59,853,000	538,705,000
National Capital Region (NCR)	55,929,000	3,961,000		59,890,000
Region I - Ilocos	25,416,000	2,195,000	3,000,000	30,611,000
Region II - Cagayan Valley	20,749,000	1,847,000	3,000,000	25,596,000
Cordillera Administrative Region (CAR)	23,488,000	2,273,000		25,761,000
Region III - Central Luzon	26,980,000	2,610,000	3,500,000	33,090,000
Region IVA - CALABARZON	37,982,000	3,812,000		41,794,000
Region V - Bicol	25,747,000	2,254,000		28,001,000
Region VI - Western Visayas	29,032,000	2,132,000		31,164,000
Region VII - Central Visayas	26,906,000	2,209,000		29,115,000
Region VIII - Eastern Visayas	25,843,000	2,347,000		28,190,000
Region IX - Zamboanga Peninsula	24,325,000	2,641,000		26,966,000
Region X - Northern Mindanao	25,499,000	1,782,000	1,500,000	28,781,000
Region XI - Davao	24,611,000	2,210,000		26,821,000
Region XII - SOCCSKSARGEN	24,639,000	2,053,000	44,353,000	71,045,000
Region XIII - CARAGA	22,766,000	1,546,000	4,500,000	28,812,000
Autonomous Region in Muslim Mindanao (ARMM)	21,321,000	1,747,000		23,068,000
New Appropriations	P 739,640,000 P	196,609,000 P	201,041,000 P	1,137,290,000

Special Provision(s)

1. Organizational Structure. Notwithstanding any provision of law to the contrary, and within the limits of its appropriations in this Act, the CSC, through its Chairperson, is hereby authorized: (i) to formulate and implement its organizational structure; (ii) to fix and determine the salaries, allowances and other benefits of its personnel in accordance with the rates and levels authorized under R.A. No. 6758, as amended and R.A. No. 6686, as amended; and (iii) to make adjustments in its Personnel Services itemization including, but not limited to, the transfer of item or creation of new positions, whenever public interest so requires: PROVIDED, That any modification of existing organizational structure and staffing pattern shall comply with existing organization, staffing and position classification and compensation standards, and shall in no case increase its total funding requirements for Personnel Services: PROVIDED, FURTHER, That the retirement and separation benefits of employees whose positions are affected by such organizational modification shall be paid in accordance with applicable laws, and shall be sourced from any unexpended balance of, or savings in, the appropriations of CSC: PROVIDED, FINALLY, That a request on the foregoing changes and modifications shall be submitted to the DBM for proper documentation and to ensure compliance with applicable laws, rules and regulations.

2. Use of Savings. The CSC, through its Chairperson, is hereby authorized to use savings from its appropriations to cover actual deficiencies incurred for the current year and for the following purposes: (i) printing and/or publication of decisions, resolutions, and training information materials; (ii) repair, maintenance and improvement of central and regional offices, facilities and equipment; (iii) purchase of equipment, books, journals and periodicals; (iv) necessary expenses for the employment of temporary, contractual and casual employees; and (v) payment of extraordinary and miscellaneous expenses, representation and transportation allowances, and other authorized benefits of its officials and employees, subject to pertinent budgeting, accounting and auditing rules and regulations.

3. Appropriations for Programs and Specific Activities. The amounts appropriated herein for the programs of the agency shall be used specifically for the activities in the amounts indicated under the Details of the FY 2014 Budget attached as Annex A (Volume 1) of this Act.

**PERFORMANCE INFORMATION**

**KEY STRATEGIES :**

1. Improvement of frontline service delivery and good governance by intensifying the Anti-Red Tape Act implementation
2. Promotion of public accountability and strengthening of the rewards system by institutionalizing a performance-based culture

**MAJOR FINAL OUTPUTS (MFO) / PERFORMANCE INDICATORS**

**Targets**

**MFO 1 : HUMAN RESOURCE MANAGEMENT POLICY SERVICES**

Number of policies developed, issued and disseminated	10
Number of policies that have been reviewed and updated within the last three (3) years	12
Percentage of stakeholders who rate the policies as good, better, best	To be established

**MFO 2 : HUMAN RESOURCE RECORDS MANAGEMENT SERVICES**

Percentage of new employee records entered within three (3) working days	100%
Percentage of existing records updated within three (3) working days from receipt of new information	90%
Percentage of requests for accreditation/authentication of personnel records acted upon within three (3) working days	100%

**MFO 3: HUMAN RESOURCE MANAGEMENT REGULATION**

Number of examination applications acted upon	246,128
Percentage of appointments acted upon over appointments received within one (1) hour and forty five (45) minutes	90%
Number of agencies/offices accredited under Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM)	636
Number of Special Program for Evaluation and Assessment as Required/Requested (SPEAR) completed	6
Number of agencies provided with Comprehensive HRM Assistance, Review and Monitoring (CHARM) and Continuing Assistance and Review for Excellent HRM (CARE-HRM)	650
Percentage of administrative cases (disciplinary and non-disciplinary) decided within forty (40) days from the time the case becomes ripe for resolution	80%
Percentage of rulings and decisions appealed to higher authorities	2.5%
Percentage of appealed decisions and rulings that are overturned	10%

**B. CAREER EXECUTIVE SERVICE BOARD**

**STRATEGIC OBJECTIVES**

**MANDATE**

The Career Executive Service Board (CESB) professionalizes and strengthens the Career Executive Service (CES) by creating a corps of development-oriented, service-focused, and reform-driven leaders in government.

**VISION**

A Career Executive Service that provides leadership and continuity in governance, imbues relevance, builds collaboration and inspires trust in achieving national development goals hand in hand with political leaders, the bureaucracy and the citizens

**MISSION**

To maintain continuity and stability in the civil service and serve as a critical link between government and the Filipino people, and to infuse our ranks with well-selected and development-oriented leaders, and through them, bring change, expertise and leadership for a responsive public service

**KEY RESULT AREAS**

Anti-corruption and transparent, accountable, and participatory governance

**SECTOR OUTCOME**

Good governance

**ORGANIZATIONAL OUTCOME**

Merit and Fitness System for Career Executive Service Officers strengthened, and Pool of Globally Competitive Career Executive Service Officers Sustained

**New Appropriations, by Program/Project**

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		<u>Current Operating Expenditures</u>			
		<u>Personnel</u>	<u>Maintenance</u>	<u>Capital</u>	<u>Total</u>
		<u>Services</u>	<u>and Other</u>	<u>Outlays</u>	
			<u>Operating</u>		
			<u>Expenses</u>		
<b>PROGRAMS</b>					
100000000	General Administration and Support	P 9,864,000	P 9,743,000	P 4,777,000	P 24,384,000
300000000	Operations	13,606,000	26,414,000	11,659,000	51,679,000
	MFO 1 : Career Executive Screening and Development Services	13,606,000	26,414,000	11,659,000	51,679,000
	<b>Total, Programs</b>	<b>23,470,000</b>	<b>36,157,000</b>	<b>16,436,000</b>	<b>76,063,000</b>
	<b>TOTAL NEW APPROPRIATIONS</b>	<b>P 23,470,000</b>	<b>P 36,157,000</b>	<b>P 16,436,000</b>	<b>P 76,063,000</b>
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**Total New Appropriations, by Central/Regional Allocation**

<u>Current Operating Expenditures</u>				
	<u>Personnel</u>	<u>Maintenance</u>	<u>Capital</u>	<u>Total</u>
	<u>Services</u>	<u>and Other</u>	<u>Outlays</u>	
		<u>Operating</u>		
		<u>Expenses</u>		

**REGION**

**Regional Allocation**

National Capital Region (NCR)	P 23,470,000	P 36,157,000	P 16,436,000	P 76,063,000
<b>Total New Appropriations</b>	<b>P 23,470,000</b>	<b>P 36,157,000</b>	<b>P 16,436,000</b>	<b>P 76,063,000</b>

**Special Provision(s)**

1. Appropriations for Programs and Specific Activities. The amounts appropriated herein for the programs of the agency shall be used specifically for the activities in the amounts indicated under the Details of the FY 2014 Budget attached as Annex A (Volume 1) of this Act.

**PERFORMANCE INFORMATION**

**KEY STRATEGIES :**

1. Providing the government, particularly the Career Executive Service (CES), with well-selected and development-oriented career managers, who shall provide competent and faithful service
2. Helping raise the level of managerial competence in the CES
3. Developing a deeper sense of commitment, honesty, and integrity among CES officials
4. Enhancement of the delivery of service through information technology
5. Creation of web services that will be accessible through internet
6. Improvement of administration support and finance through automated systems
7. Enhancement of other support to operation systems

**MAJOR FINAL OUTPUTS (MFO) / PERFORMANCE INDICATORS**

**Targets**

**MFO 1: CAREER EXECUTIVE SCREENING AND DEVELOPMENT SERVICES**

**Screening**

Number of officials recommended for rank appointment	200
Percentage of CESOs obtaining at least Very Satisfactory rating in performance	97%
Percentage of CESOs and Eligibles meted-out sanction in an administrative/disciplinary case	0%
Percentage of applications acted upon within the prescribed period	100%

**Development**

Number of trainings conducted	18
Percentage of participants who rate trainings as good or better	97%
Percentage of trainings conducted on schedule	100%

**GENERAL SUMMARY  
CIVIL SERVICE COMMISSION**

**Current Operating Expenditures**

	<u>Personnel Services</u>	<u>Maintenance and Other Operating Expenses</u>	<u>Capital Outlays</u>	<u>Total</u>
A. Civil Service Commission	P 739,640,000	P 196,609,000	P 201,041,000	P 1,137,290,000
B. Career Executive Service Board	23,470,000	36,157,000	16,436,000	76,063,000
<b>Total New Appropriations, Civil Service Commission</b>	<b>P 763,110,000</b>	<b>P 232,766,000</b>	<b>P 217,477,000</b>	<b>P 1,213,353,000</b>