

VOTE: 146 Public Service Commission (PSC)

V1: VOTE OVERVIEW

i) Vote Strategic Objectives

1. Improve compliance to recruitment guidelines by service commissions
2. Improved performance of officers across government
3. Improve Timeliness in implementing approved structures
4. Improve efficiency and effectiveness of the decentralized recruitment function
5. Increase adoption of electronic document management systems
6. Harmonize legal and institutional staff enumeration framework
7. Quicken documentation process

ii) Snapshot of Medium Term Budget Allocations

Table V1.1 Overview of Vote Medium Term Allocations (Ush Billion)

<i>Billion Uganda Shillings</i>		FY2022/23		FY2023/24	MTEF Budget Projections			
		Approved Budget	Spent by End Sep	Proposed Budget	2024/25	2025/26	2026/27	2027/28
Recurrent	Wage	3.289	0.818	3.289	3.453	3.799	4.178	4.178
	Non Wage	6.918	1.429	8.201	8.365	10.038	13.552	13.552
Devt.	GoU	1.281	0.000	1.400	1.400	1.680	2.352	2.352
	ExtFin	0.000	0.000	0.000	0.000	0.000	0.000	0.000
GoU Total		11.487	2.247	12.890	13.218	15.517	20.082	20.082
Total GoU+Ext Fin (MTEF)		11.487	2.247	12.890	13.218	15.517	20.082	20.082
<i>A.I.A Total</i>		0.000	0	0	0.000	0.000	0.000	0.000
Grand Total		11.487	2.247	12.890	13.218	15.517	20.082	20.082

Table V1.2: Medium Term Projections by Programme and Sub-Subprogramme

<i>Billion Uganda Shillings</i>	FY2022/23		2023/24	MTEF Budget Projection			
	Approved Budget	Spent by End Sep	Proposed Budget	2024/25	2025/26	2026/27	2027/28
14 PUBLIC SECTOR TRANSFORMATION							
01 Public Service Selection and	11.487	2.247	12.890	13.218	15.517	20.082	20.082
Total for the Programme	11.487	2.247	12.890	13.218	15.517	20.082	20.082

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Total for the Vote: 146	11.487	2.247	12.890	13.218	15.517	20.082	20.082
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V2: MEDIUM TERM BUDGET ALLOCATIONS BY DEPARTMENT AND PROJECT

Table V2.1: Medium Term Projections by Department and Project

Billion Uganda Shillings	FY2022/23		2023/24	MTEF Budget Projection			
	Approved Budget	Spent by End Sep	Proposed Budget	2024/25	2025/26	2026/27	2027/28
Programme: 14 PUBLIC SECTOR TRANSFORMATION							
Sub-SubProgramme: 01 Public Service Selection and Recruitment							
<i>Recurrent</i>							
001 Guidance and Monitoring	1.332	0.375	2.147	2.561	3.820	3.820	3.820
002 Finance and Administration	2.842	1.761	8.414	5.933	5.933	5.933	5.933
004 Selection Systems Department (SSD)	0.388	0.110	0.929	0.929	1.274	1.274	1.274
<i>Development</i>							
1674 Retooling of Public Service Commission	1.281	0.000	1.400	1.400	1.680	2.352	2.352
Total for the Sub-SubProgramme	11.487	2.247	12.890	10.823	12.707	13.379	13.379
Total for the Programme	3.912	2.247	12.890	10.823	12.707	13.379	13.379
Total for the Vote: 146	11.487	2.247	12.890	10.823	12.707	13.379	13.379

V3: VOTE MEDIUM TERM PLANS

Planned Outputs for FY2023/24 and Medium Term Plans

FY2022/23	FY2023/24		
Plan	BFP Performance	Plan	MEDIUM TERM PLANS
Programme Intervention: 140401 Develop and enforce service and service delivery standards			
Review Five (5) performance standards and minimum conditions for DSCs		Review the performance standards and minimum conditions for DSCs	Performance standards and minimum conditions for DSCs reviewed
Programme Intervention: 140402 Enforce compliance to the rules and regulations			

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<p>Hold meetings to address 100 percent of the appeals of DSC decisions. Receive and process complete disciplinary cases for at least 95 percent of annual submissions, and conduct disciplinary hearings. Conduct 2 trainings and support supervisions on recruitments and selections. Compile risk register, institute risk management strategies and Committees, dissemination and training user of the risk management policy and framework. Compilation of selection manuals and guidelines, dissemination and training user and support supervision. Conduct performance audits of 145 DSCs to assess performance, and produce reports. Sensitize and disseminate Performance standards and guidelines to 145 DSCs.</p>	<p>The Commission handled 100 Percent of appeals of DSC decisions. Inducted Members, Principal Human Resource Officers, and Secretaries DSC of the following Districts: Nwoya, Zombo, Amuru, Mbale, Namisindwa, Kibuku, Kyenjojo, Kibaale, Kagadi, Rakai, Kiruhura, Lyantonde, Kassanda, Mukono, Buvuma, Nakapiripirit, Kaabong, Moroto, Kalaki, Ngora, Kapelebyong, Gomba, Bukomansimbi, Kalungi, Oyam, Omoro, Otuke, Adjumani, Koboko, Pakwach, Kanungu, Rukungiri, Ntungamo, Kazo, Mitooma, Isingiro, Bulisa, Hoima, Masindi, Kapchorwa, Kween, Bukwo, Rubanda, Kabale, Rukiga, Bundibugyo, Kasese, Kitagwenda, Lamwo, Agago, Kole, Busia, Tororo, and Kaliro. In addition, the Secretaries DSC for the following Districts: , Koboko, Pakwach, Kanungu, Rukungiri, Ntungamo, Kazo, Mitooma, Isingiro, Bulisa, Hoima, Masindi, Kapchorwa, Kween, Bukwo, Rubanda, Kabale, Rukiga, Bundibugyo, Kasese, Kitagwenda, Lamwo, Agago, Kole, Busia, Tororo, and Kaliro were mentored.</p>	<ol style="list-style-type: none"> 1. Conduct DSC audits to assess performance 2. Conduct trainings and support supervision on recruitments and selections 3. Hold meetings to address the appeals of DSC decisions 4. Receive and process submissions, and conduct disciplinary hearings. 5. Sensitize and disseminate to DSCs standards and guidelines 	<ol style="list-style-type: none"> 1. Performance audits of DSC conducted and reports produced. 2. Guidance provided on recruitments and selection 3. Appeals of the DSC decisions handled 4. Disciplinary cases with complete submissions considered and concluded
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Programme Intervention: 140503 Empower MDAs to customize talent management (Attract, retain and motivate public servants)

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<p>Shortlist, Conduct selection, Communicate decision to fill 95 percent of the declared vacancies within the year. Develop of training materials for competence based recruitment, Conduct Staff training, and assess uptake of the system. Identify one partner institution in Human Resource Management, develop and share checklist of collaboration areas, conduct collaboration visits, and generate report. Develop the competence based recruitment systems user manual, train the users, pilot, disseminate and institute the systems in MDAs and LGs. Develop 80 competence profiles for Jobs in the UPS, Develop selection instruments to update the Question Data Bank, Train users of selection examinations on the handling and management of test administration. Provide technical support to 68 districts to constitute service commissions. Conduct training for 500 members of the commission to empower them execute their Mandate. Develop concept, and research tools for Performance and career progression, conduct research and generate 3 reports. Update 10 Job specifications in view of skill needs. Asses the assistive devices for persons with special needs for 10 percent of commissions, do procurement, and conduct user training.</p>	<p>1,058 Appointment related cases, and 80 confirmations in appointment were handled; Selection Tests were conducted for 17 entities as listed below: DSCs/CSCs (9) Oyam, Kwanja, Gulu City, Bududa, Kanungu, Kisoro, Kabale, Isingiro, and Kiruhura. MINISTRIES (4) Ministry of Local Governments (MoLG); Ministry of Education and Sports (MoES); Ministry of Water and Environment (MoWE); Ministry of Public Service (MoPS), AGENCIES (4) Uganda AIDS Commission (UAC); Equal Opportunities Commission (EOC); Uganda Bureau of Statistics (UBOS) and Office of the Auditor General (OAG). Preparation are under way for the meetings with officials of the Ministry of Public Service on the use of Job Competence profiles in the service and its roll out in the MDAs.</p> <p>20 Competence items developed during first quarter of the FY 2022/23 out of which 11 were used in the assessment of applicants shortlisted for the various posts.</p> <p>Submissions for approval of Members for D/C SCs of these LGs was handled: Amuri, Wakiso, Bugiri, Kagadi, Pader, Koboko, Kumi, Lwengo, Manfwa, Mityana, Ngora, Namisindwa, Agago, Kassanda, Pakwach, Masaka, Kalaki, Mukono, Kabale, Buliisa, Dokolo, Mbale, and Fort Portal City.</p>	<ol style="list-style-type: none"> 1. Asses the equipment needs; Do procurement; Conduct user training. 2. Conduct training for members of the commission. 3. Develop Competence Profiles for Jobs in the UPS; Develop Selection Instruments to Update the Question Data Bank; Train Users of Selection Examinations on the handling and management of test administration. 4. Develop the user manual, Train the users, pilot, Disseminate and institute the systems in MDAs and LGs. 5. Hold assessment tool review meetings; Training on use of new tools; Issue guidelines. 6. Provide technical support to districts to constitute service commissions. 7. Shortlist; Conduct selection; Communicate decision. 8. Conduct training for secretariat staff of the commission in competence based recruitment systems. 	<ol style="list-style-type: none"> 1. Service Commissions equipped with assistive devices for persons with special needs to ensure inclusiveness. 2. District Service Commissions constituted and empowered to execute their Mandate. 3. Competence-based recruitment systems instituted in the Public Service. 4. Interview Assessment tools and Recruitment and Selection Guidelines reviewed. 5. Approved Recruitment Plans of MDAs and LGs implemented. 6. Capacity of Central Government Service Commissions Strengthened.
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V4: Highlights of Vote Projected Performance

Table V4.1: Budget Outputs and Indicators

Programme:	14 PUBLIC SECTOR TRANSFORMATION					
Sub SubProgramme:	01 Public Service Selection and Recruitment					
Department:	001 Guidance and Monitoring					
Budget Output:	000049 Recruitment services					
PIAP Output:	Appeals of the DSC decisions handled					
Programme Intervention:	140402 Enforce compliance to the rules and regulations					
Indicator Name	Indicator Measure	Base Year	Base Level	FY2022/23		FY2023/24
				Target	Q1 Performance	Proposed
Proportion of appeals of DSC decisions handled, %	Percentage	2019-2020	88%	100%	100%	100%
PIAP Output:	Approved Recruitment Plans of MDAs and LGs implemented					
Programme Intervention:	140503 Empower MDAs to customize talent management (Attract, retain and motivate public servants)					
Indicator Name	Indicator Measure	Base Year	Base Level	FY2022/23		FY2023/24
				Target	Q1 Performance	Proposed
% of vacancies declared within the year filled	Percentage	2019-2020	75%	95%	24%	95%
PIAP Output:	District Service Commissions constituted and empowered to execute their Mandate					
Programme Intervention:	140503 Empower MDAs to customize talent management (Attract, retain and motivate public servants)					

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Sub SubProgramme:	01 Public Service Selection and Recruitment					
PIAP Output:	District Service Commissions constituted and empowered to execute their Mandate					
Indicator Name	Indicator Measure	Base Year	Base Level	FY2022/23		FY2023/24
				Target	Q1 Performance	Proposed
Number of Commissioners trained	Number	2019-2020	150			100
Number of DLGs with fully constituted DSC	Number	2019-2020	60			70
PIAP Output:	Guidance provided on recruitments and selection					
Programme Intervention:	140503 Empower MDAs to customize talent management (Attract, retain and motivate public servants)					
Indicator Name	Indicator Measure	Base Year	Base Level	FY2022/23		FY2023/24
				Target	Q1 Performance	Proposed
No. of trainings and support supervision to entities conducted	Number	2019-2020	0			2
PIAP Output:	Guidance provided on recruitments and selection procedures					
Programme Intervention:	140402 Enforce compliance to the rules and regulations					
Indicator Name	Indicator Measure	Base Year	Base Level	FY2022/23		FY2023/24
				Target	Q1 Performance	Proposed
Number of LG performance assessment reports produced	Number	2019-2020	49	145	0	145
Department:	002 Finance and Administration					
Budget Output:	000001 Audit and Risk Management					
PIAP Output:	Vacant positions filled with Competent staff					
Programme Intervention:	140503 Empower MDAs to customize talent management (Attract, retain and motivate public servants)					
Indicator Name	Indicator Measure	Base Year	Base Level	FY2022/23		FY2023/24
				Target	Q1 Performance	Proposed
Number Audit reports produced	Number	2019-2020	4	4	1	4
Budget Output:	000005 Human Resource Management					

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Sub SubProgramme:	01 Public Service Selection and Recruitment					
PIAP Output:	Vacant positions filled with Competent staff					
Programme Intervention:	140503 Empower MDAs to customize talent management (Attract, retain and motivate public servants)					
Indicator Name	Indicator Measure	Base Year	Base Level	FY2022/23		FY2023/24
				Target	Q1 Performance	Proposed
Number of pensioners paid by 28th of every month	Number	2019-2020	26	28	28	31
Number of rewards and sanctions cases handled	Number	2019-2020	2	2	0	2
Number of staff paid by 28th of every month	Number	019-2020	94	107	107	107
Stage of developing Client Charter	Text	2019-2020	0	Charter in place	Draft	Chatter in place
Budget Output:	000007 Procurement and Disposal Services					
PIAP Output:	Vacant positions filled with Competent staff					
Programme Intervention:	140503 Empower MDAs to customize talent management (Attract, retain and motivate public servants)					
Indicator Name	Indicator Measure	Base Year	Base Level	FY2022/23		FY2023/24
				Target	Q1 Performance	Proposed
Number of legal procurement handled	Number	2019-2020	163			220
Budget Output:	000014 Administrative and Support Services					
PIAP Output:	Capacity of Central Government Service Commissions Strengthened					
Programme Intervention:	140502 Develop and operationalize an e-document management system					
Indicator Name	Indicator Measure	Base Year	Base Level	FY2022/23		FY2023/24
				Target	Q1 Performance	Proposed
Number of staff trained in competence based recruitment systems	Number	2019-2020	0	1%	0	1
PIAP Output:	Vacant positions filled with Competent staff					
Programme Intervention:	140503 Empower MDAs to customize talent management (Attract, retain and motivate public servants)					

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Sub SubProgramme:		01 Public Service Selection and Recruitment				
PIAP Output:		Vacant positions filled with Competent staff				
Indicator Name	Indicator Measure	Base Year	Base Level	FY2022/23		FY2023/24
				Target	Q1 Performance	Proposed
%age of staffing needs in place	Percentage	2019-2020	90%	100%	90%	100%
Guidelines on recruitment and deployment of PWDs in place	Number	2019-2020	0	1	0	1
Number of Commission meetings held	Number	2019-2020	144	144	36	144
Number of Commission minutes produced	Number	2019-2020	144	144	36	144
Number of existing legal, policy, regulatory and institutional frameworks which require standardization reviewed	Number	2019-2020	0	3	0	8
Number of meetings held	Number	2019-2020	294	294	74	294
Number of Regional Workshops held	Number	2019-2020	2	2	1	2
Budget Output:		000015 Monitoring and Evaluation				
PIAP Output:		Vacant positions filled with Competent staff				
Programme Intervention:		140503 Empower MDAs to customize talent management (Attract, retain and motivate public servants)				
Indicator Name	Indicator Measure	Base Year	Base Level	FY2022/23		FY2023/24
				Target	Q1 Performance	Proposed
Number of reports produced	Number	2019-2020	8			8
Budget Output:		000019 ICT Services				
PIAP Output:		Vacant positions filled with Competent staff				
Programme Intervention:		140503 Empower MDAs to customize talent management (Attract, retain and motivate public servants)				
Indicator Name	Indicator Measure	Base Year	Base Level	FY2022/23		FY2023/24
				Target	Q1 Performance	Proposed
Number of digitized processes	Number	2019-2020	1			1
Number of digitized processes upgraded	Number	2019-2020	0			1
Budget Output:		000075 Registration Services				

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Sub SubProgramme:	01 Public Service Selection and Recruitment					
PIAP Output:	Vacant positions filled with Competent staff					
Programme Intervention:	140503 Empower MDAs to customize talent management (Attract, retain and motivate public servants)					
Indicator Name	Indicator Measure	Base Year	Base Level	FY2022/23		FY2023/24
				Target	Q1 Performance	Proposed
Number of files that have been appraised	Number	2019-2020	0			250
Number of PSC meeting Minutes Digitized	Number	2019-2020	0			500
Department:	004 Selection Systems Department (SSD)					
Budget Output:	320014 Examinations and Assessments					
PIAP Output:	Approved Recruitment Plans of MDAs and LGs implemented					
Programme Intervention:	140503 Empower MDAs to customize talent management (Attract, retain and motivate public servants)					
Indicator Name	Indicator Measure	Base Year	Base Level	FY2022/23		FY2023/24
				Target	Q1 Performance	Proposed
% of vacancies declared within the year filled	Percentage	2019-2020	75%			95%
PIAP Output:	Capacity of Central Government Service Commissions Strengthened					
Programme Intervention:	140503 Empower MDAs to customize talent management (Attract, retain and motivate public servants)					
Indicator Name	Indicator Measure	Base Year	Base Level	FY2022/23		FY2023/24
				Target	Q1 Performance	Proposed
Number of staff trained in competence based recruitment systems	Number	2019-2020	0			1
PIAP Output:	Competence-based recruitment systems instituted in the Public Service					
Programme Intervention:	140503 Empower MDAs to customize talent management (Attract, retain and motivate public servants)					
Indicator Name	Indicator Measure	Base Year	Base Level	FY2022/23		FY2023/24
				Target	Q1 Performance	Proposed
Number of Jobs with profiled compendium of competencies	Number	2019-2020	20			150

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Sub SubProgramme:	01 Public Service Selection and Recruitment					
PIAP Output:	Interview Assessment tools and Recruitment and Selection Guidelines reviewed					
Programme Intervention:	140503 Empower MDAs to customize talent management (Attract, retain and motivate public servants)					
Indicator Name	Indicator Measure	Base Year	Base Level	FY2022/23		FY2023/24
				Target	Q1 Performance	Proposed
Revised Interview assessment tools, and Recruitment and Selection Guidelines in place	Number	2019-2020	0			1
PIAP Output:	Service Commissions equipped with assistive devices for persons with special needs to ensure inclusiveness					
Programme Intervention:	140503 Empower MDAs to customize talent management (Attract, retain and motivate public servants)					
Indicator Name	Indicator Measure	Base Year	Base Level	FY2022/23		FY2023/24
				Target	Q1 Performance	Proposed
% of Commissions equipped with assistive devices	Percentage	2019-2020	1%	10%	1%	10%
Project:	1674 Retooling of Public Service Commission					
Budget Output:	000003 Facilities and Equipment Management					
PIAP Output:	Vacant positions filled with Competent staff					
Programme Intervention:	140503 Empower MDAs to customize talent management (Attract, retain and motivate public servants)					
Indicator Name	Indicator Measure	Base Year	Base Level	FY2022/23		FY2023/24
				Target	Q1 Performance	Proposed
Number of Offices retooled	Number	2019-2020	17			25

V5: VOTE CROSS CUTTING ISSUES

i) Gender and Equity

OBJECTIVE	The females, and the physically handicapped applicants have continued to face unique challenges in the job market ranging from direct discrimination, to access barriers like inability to communicate clearly.
Issue of Concern	That these individuals should be given a fair chance to participate in the public service job market.

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Planned Interventions	<ol style="list-style-type: none"> 1. Pregnant women and mothers are granted special handling in recruitment process. 2. The visually impaired get longer examination periods, and assisted by PSC staff. 3. Purchase assistive devices for the disabled applicants.
Budget Allocation (Billion)	0.06
Performance Indicators	<ol style="list-style-type: none"> 1. All Pregnant women and mothers granted special handling in recruitment process. 2. All visually impaired get longer examination periods, and assisted by PSC staff. 3. Assistive devices acquired for the disabled applicants.

ii) HIV/AIDS

OBJECTIVE	HIV/AIDs has continued to impact the population across the country. The Human resource that is unhealthy has less productivity.
Issue of Concern	That productivity of the human resource in the commission suffers minimal effects of HIV AIDS.
Planned Interventions	<ol style="list-style-type: none"> 1. Conduct HIV AIDS sensitization. 2. refer staff for HIV testing and counselling. 3. Promote behavior change to minimise exposure to HIV. 4. Support those affected and or infected by HIV/AIDS.
Budget Allocation (Billion)	0.01
Performance Indicators	<ol style="list-style-type: none"> 1. Number of HIV AIDS sensitization activities-4. 2. referrals for HIV testing and counselling 100 percent. 3. 100 percent of staff affected and or infected by HIV AIDS supported.

iii) Environment

OBJECTIVE	The local and global environment is being impacted by the activities of man. The Commission plans to minimise its negative impact on the environment.
Issue of Concern	That the activities of the commission have minimum negative impact on the environment.
Planned Interventions	<ol style="list-style-type: none"> 1. Networking to print centrally and cut power demand. 2. Cutting paper use through back to back printing and E recruitment. 3. Adopt Electronic Document Management System. 4. recycling Waste paper.
Budget Allocation (Billion)	0
Performance Indicators	<ol style="list-style-type: none"> 1. Networking to print centrally and cut power demand. 2. 100 percent back to back printing and E recruitment. 3. 100 percent use of Electronic Document Management System. 4. 90 percent recycling of Waste paper.

iv) Covid

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OBJECTIVE	<p>COVID 19 pandemic has awakened the world view on many aspects of life, economy and public administration.</p> <p>Inevitably, several areas of the economy, public administration and governance that require competent human resources have no choice but to adapt to the changes caused by the pandemic in order to ensure continuity of service delivery.</p>
Issue of Concern	<p>The health risk as a result of exposure to Covid 19 of the Public Service Commission Members and staff as they carry out their day to day duties.</p>
Planned Interventions	<ol style="list-style-type: none"> 1. Provision of Personal Protection Equipment to Members and staff. 2. Adhering to the Covid 19 Standard Operating procedures. 3. Provision of online facilities to encourage out of office work.
Budget Allocation (Billion)	0
Performance Indicators	<ol style="list-style-type: none"> 1. Personal Protection Equipment provided to 100 percent of staff. 2. Data and online facilities to all critical staff for out of office work.