

VOTE: 146 Public Service Commission (PSC)

I. VOTE MISSION STATEMENT

To provide Government with competent human resources for effective and efficient public service delivery

II. STRATEGIC OBJECTIVE

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

III. MAJOR ACHIEVEMENTS IN 2022/23

Financial Achievements

Wage

Shs 1,648 Million representing 50 percent of the approved budget was released, of this, Shs 1,639 Million representing 50 percent of the approved budget, and 100 percent of the released funds were spent

Non-Wage

Shs 3,427 Million representing 50 percent of the approved budget was released, and of this, Shs 3,069 Million representing 44 percent of the approved budget, and 90 percent of the released funds were spent

Development

Shs 427 Million representing 33 percent of the approved budget was released, expenditure of the funds released from the development budget awaits conclusion of the procurement processes

Physical Achievements

Submissions for approval of Members for DSCs and CSCs of 36 Districts and 1 City were handled

62 Local Governments Service Commissions out of the targeted 68 were fully constituted - 5 Members

80 percent of disciplinary cases with complete submissions were considered and concluded

Concluded 40 percent of submissions on appeals from Districts and Cities

In the District and City Service Commissions, the Commission Inducted 200 Members, 54 Principal Human Resource Officers, and 54 Secretaries, and also mentored 42 Secretaries of these Commissions

Conducted Monitoring visits to 20 Districts and 4 Cities

Provided guidance on specific Human Resource Management issues to 10 Districts

Filled 88 percent of the 100 vacancies of critical positions of CAO, DCAO, Town Clerk City, Town Clerk Municipality, Deputy Town Clerk City Council and Town Clerk City Division

Produced and submitted to MoFPED the Quarter 4 FY 2021-2022, and Quarter 1 FY 2022-2023 performance reports, the PSC Performance contract and the Budget Framework Paper for FY 2023-24

The Annual report FY 2021-22 was produced and submitted to Parliament

2,269 Appointment related cases, 188 confirmations in appointment, 8 study leave, and 8 cases for noting of interdiction were handled

VOTE: 146 Public Service Commission (PSC)

Selection Tests were conducted for 17 entities

20 Competence items developed, 11 of these were used in the assessment of applicants shortlisted for the various posts

5 sets of assessment tools were reviewed

A summarized version of the Risk Management Policy and Framework was produced to guide PSC stakeholders during implementation of the policy

Review of the guidelines for handling of requests for Selection tests in District and City Service Commission was completed and published

The PSC Members and senior Staff were inducted on the overview of Competence Based Recruitment

VOTE: 146 Public Service Commission (PSC)

IV. MEDIUM TERM BUDGET ALLOCATIONS

Table 4.1: Overview of Vote Expenditure (Ushs Billion)

	2022/23		2023/24	MTEF Budget Projections				
	Approved Budget	Spent by End Dec	Budget Estimates	2024/25	2025/26	2026/27	2027/28	
Recurrent	Wage	3.289	1.639	3.481	3.655	4.021	4.423	4.865
	Non-Wage	6.918	3.069	8.412	8.832	10.599	12.719	15.135
Devt.	GoU	1.281	0.000	0.000	0.000	0.000	0.000	0.000
	Ext Fin.	0.000	0.000	0.000	0.000	0.000	0.000	0.000
GoU Total	11.487	4.708	11.893	12.488	14.620	17.142	20.000	
Total GoU+Ext Fin (MTEF)	11.487	4.708	11.893	12.488	14.620	17.142	20.000	
Arrears	0.002	0.000	0.000	0.000	0.000	0.000	0.000	
Total Budget	11.490	4.708	11.893	12.488	14.620	17.142	20.000	
Total Vote Budget Excluding Arrears	11.487	4.708	11.893	12.488	14.620	17.142	20.000	

VOTE: 146 Public Service Commission (PSC)**Table 4.2: Budget Allocation by Department for Recurrent and Development (Ushs Billion)**

<i>Billion Uganda Shillings</i>	Draft Budget Estimates FY 2023/24	
	Recurrent	Development
Programme:14 Public Sector Transformation	11.893	0.000
SubProgramme:01 Strengthening Accountability	0.807	0.000
Sub SubProgramme:01 Public Service Selection and Recruitment	0.807	0.000
001 Guidance and Monitoring	0.807	0.000
SubProgramme:03 Human Resource Management	11.085	0.000
Sub SubProgramme:01 Public Service Selection and Recruitment	11.085	0.000
001 Guidance and Monitoring	1.339	0.000
002 Finance and Administration	8.817	0.000
004 Selection Systems Department (SSD)	0.929	0.000
Total for the Vote	11.893	0.000

VOTE: 146 Public Service Commission (PSC)

V. PERFORMANCE INDICATORS AND PLANNED OUTPUTS

Table 5.1: Performance Indicators

Programme: 14 Public Sector Transformation

SubProgramme: 01 Strengthening Accountability

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	2022/23		Performance Targets
				Target	Q2 Performance	2023/24
Proportion of appeals of DSC decisions handled, %	Percentage	2019-2020	88%	100%	40%	100%

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	2022/23		Performance Targets
				Target	Q2 Performance	2023/24
Number of LG performance assessment reports produced	Number	2019-2020	49	145	0	145

SubProgramme: 03 Human Resource Management

Sub SubProgramme: 01 Public Service Selection and Recruitment

Department: 001 Guidance and Monitoring

Budget Output: 000049 Recruitment services

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)

VOTE: 146 Public Service Commission (PSC)**Sub SubProgramme: 01 Public Service Selection and Recruitment****Department: 001 Guidance and Monitoring****Budget Output: 000049 Recruitment services****PIAP Output: Approved Recruitment Plans of MDAs and LGs implemented**

Indicator Name	Indicator Measure	Base Year	Base Level	2022/23		Performance Targets
				Target	Q2 Performance	2023/24
% of vacancies declared within the year filled	Percentage	2019-2020	75%	95%	45.7%	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)**

Indicator Name	Indicator Measure	Base Year	Base Level	2022/23		Performance Targets
				Target	Q2 Performance	2023/24
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	2022/23		Performance Targets
				Target	Q2 Performance	2023/24
No. of trainings and support supervision to entities conducted	Number	2019-2020	0			2

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)**

VOTE: 146 Public Service Commission (PSC)**Sub SubProgramme: 01 Public Service Selection and Recruitment****Department: 002 Finance and Administration****Budget Output: 000001 Audit and Risk Management****PIAP Output: Vacant positions filled with Competent staff**

Indicator Name	Indicator Measure	Base Year	Base Level	2022/23		Performance Targets
				Target	Q2 Performance	2023/24
Number Audit reports produced	Number	2019-2020	4	4	2	4

Budget Output: 000005 Human Resource 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	2022/23		Performance Targets
				Target	Q2 Performance	2023/24
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	2022/23		Performance Targets
				Target	Q2 Performance	2023/24
Number of legal procurement handled	Number	2019-2020	163			220

Budget Output: 000013 HIV/AIDS Mainstreaming**PIAP Output: Vacant positions filled with Competent staff****Programme Intervention: 140503 Empower MDAs to customize talent management (Attract, retain and motivate public servants)**

VOTE: 146 Public Service Commission (PSC)**Sub SubProgramme: 01 Public Service Selection and Recruitment****Department: 002 Finance and Administration****Budget Output: 000013 HIV/AIDS Mainstreaming****PIAP Output: Vacant positions filled with Competent staff**

Indicator Name	Indicator Measure	Base Year	Base Level	2022/23		Performance Targets
				Target	Q2 Performance	2023/24
Number of reports produced	Number	2019-20	0			4

Budget Output: 000014 Administrative and Support 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	2022/23		Performance Targets
				Target	Q2 Performance	2023/24
%age of staffing needs in place	Percentage	2019-2020	90%	100%	91%	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	72	144
Number of Commission minutes produced	Number	2019-2020	144	144	72	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	144	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	2022/23		Performance Targets
				Target	Q2 Performance	2023/24
Number of reports produced	Number	2019-2020	8			8

VOTE: 146 Public Service Commission (PSC)**Sub SubProgramme: 01 Public Service Selection and Recruitment****Department: 002 Finance and Administration****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	2022/23		Performance Targets
				Target	Q2 Performance	2023/24
Number of digitized processes	Number	2019-2020	1			1
Number of digitized processes upgraded	Number	2019-2020	0			1

Budget Output: 000075 Registration 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	2022/23		Performance Targets
				Target	Q2 Performance	2023/24
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	2022/23		Performance Targets
				Target	Q2 Performance	2023/24
% 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)**

VOTE: 146 Public Service Commission (PSC)**Sub SubProgramme: 01 Public Service Selection and Recruitment****Department: 004 Selection Systems Department (SSD)****Budget Output: 320014 Examinations and Assessments****PIAP Output: Capacity of Central Government Service Commissions Strengthened**

Indicator Name	Indicator Measure	Base Year	Base Level	2022/23		Performance Targets
				Target	Q2 Performance	2023/24
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	2022/23		Performance Targets
				Target	Q2 Performance	2023/24
Competence based recruitment user manual developed and disseminated to MDAs and LGs	Number	2019-2020	0			1
Number of Jobs with profiled compendium of competencies	Number	2019-2020	20			150

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	2022/23		Performance Targets
				Target	Q2 Performance	2023/24
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)**

VOTE: 146 Public Service Commission (PSC)

Sub SubProgramme: 01 Public Service Selection and Recruitment

Department: 004 Selection Systems Department (SSD)

Budget Output: 320014 Examinations and Assessments

PIAP Output: Service Commissions equipped with assistive devices for persons with special needs to ensure inclusiveness

Indicator Name	Indicator Measure	Base Year	Base Level	2022/23		Performance Targets
				Target	Q2 Performance	2023/24
% 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	2022/23		Performance Targets
				Target	Q2 Performance	2023/24
Number of Offices retooled	Number	2019-2020	17			25

VOTE: 146 Public Service Commission (PSC)

VI. VOTE NARRATIVE

Vote Challenges

Inadequate Resource Envelop: The Commission does not have adequate resources to deliver the intended outputs, even staff members are not well facilitated

Inadequate Office Space: This problem of inadequate office space still persists

High Number of Applicants Competing for Few Jobs: The number of candidates applying for jobs in the Public Service increases annually, without a corresponding increase in job opportunities, this results into high costs of administering selection tests

Increased Number of Districts and Municipalities: With the increased number of Districts and creation of new Cities, the workload of the Commission has also increased and yet the budget and human resources have not raised proportionately

Capacity Enhancement for D-CSCs; Despite the inductions and sensitization programmes for D-CSCs, inappropriate practices such as nepotism and failure to adhere to Human Resource Management rules, policies and procedures still persist

The D-CSCs are also poorly facilitated in terms of operational funds and remuneration

Delayed and-or non response to requests for comments from the relevant D-CSCs in determining appeals to the decisions of the D-CSCs

Failure to fill vacant posts; Some of the establishment structures both in Local Governments and at the Centre are not fully staffed, mainly due to inadequate wage provision, as a result, many staff in Local Governments hold positions in acting capacity

Capacity gaps at PSC: PSC has capacity gaps in terms of tools, equipment, as well as skills in some areas, such as interviewing techniques and developing test instruments

Plans to improve Vote Performance

Resourcing the Commission:

To get adequate resources, the Commission will continue lobbying the Public Sector Transformation Programme, MoFPED and NPA to consider prioritising the Commission Activities during the budget allocation processes. The Commission will also endeavour to package the resource needs in marketable investment proposals to attract funding from all possible prospective partners. This will include the provision for a home to adequately house the Commission; covering of the high costs of administering selection tests; Costs to cover the workload of the Commission for the increasing number of Districts and creation of new Cities; and filling of the capacity gaps at the Commission

Capacity Enhancement for D-CSCs

The Commission will continue to engage with the District and City Service Commissions through Inductions and sensitization programmes building their capacities to execute their mandates

Engagements with Ministry of Local Government, Ministry of Finance Planning and Economic Development and Ministry of Public Service will continue, to find avenues that will improve the operational funds and remuneration of the Local Government Service Commissions; and make adequate wage provision for substantially filling the staff structures

VII. Off Budget Support and NTR Projections

Table 7.1: Off Budget Support by Project and Department

N/A

VOTE: 146 Public Service Commission (PSC)

VOTE: 146 Public Service Commission (PSC)

Table 7.2: NTR Collections (Uganda Shillings Billions)

N/A

VOTE: 146 Public Service Commission (PSC)

VIII. VOTE CROSS CUTTING POLICY AND OTHER BUDGETARY ISSUES

Table 8.1: Cross- Cutting Policy 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.
Planned Interventions	<ol style="list-style-type: none"> 1. Pregnant women and mothers are granted special care in recruitment processes. 2. The visually impaired get longer examination periods, and are assisted by PSC staff. 3. Purchased assistive devices for the disabled applicants.
Budget Allocation (Billion)	0.060
Performance Indicators	<ol style="list-style-type: none"> 1. All pregnant women and mothers granted special care in recruitment processes. 2. All visually impaired get longer examination periods, and are 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 Resources in the Commission suffer 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/AIDS. 4. Support those affected and or infected by HIV/AIDS.
Budget Allocation (Billion)	0.008
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 at the Commission have minimum negative impact on the environment.

VOTE: 146 Public Service Commission (PSC)

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.
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Budget Allocation (Billion)	0.050
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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.
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iv) Covid

OBJECTIVE	<p>COVID 19 pandemic has awakened the world view on many aspects of life, economy and public administration. 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>
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Issue of Concern	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.
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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.
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Budget Allocation (Billion)	0.000
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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.
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VOTE: 146 Public Service Commission (PSC)**IX. PERSONNEL INFORMATION****Table 9.1: Staff Establishment Analysis**

Title	Salary Scale	Number of Approved Positions	Number of filled Positions
ACPERSPSC	U1-LWR - 1	4	3
AROPSC	U5-LWR - 1	1	0
PASPSC	U2-LWR - 1	2	1
PSTENOUPSC	U6-UP - 1	1	0
SAAPSC	U5-LWR - 1	1	0
SAPSC	U3-UP - 1	2	0

VOTE: 146 Public Service Commission (PSC)**Table 9.2: Staff Recruitment Plan**

Post Title	Salary Scale	No. Of Approved Posts	No. Of Filled Posts	No. Of Vacant Posts	No. Of Posts Cleared for Filling FY2023/24	Gross Salary Per Month (UGX)	Total Annual Salary (UGX)
ACPERSPSC	U1-LWR - 1	4	3	1	1	1,624,934	19,499,208
AROPSC	U5-LWR - 1	1	0	1	1	447,080	5,364,960
PASPSC	U2-LWR - 1	2	1	1	1	1,201,688	14,420,256
SAAPSC	U5-LWR - 1	1	0	1	1	598,822	7,185,864
SAPSC	U3-UP - 1	2	0	2	2	1,046,396	25,113,504
Total					6	4,918,920	71,583,792