

PUBLIC SERVICE COMMISSION

Its Constitutional Roles and Functions

PUBLIC SERVICE COMMISSION

- The Public Service Commission is provided for under the Constitution of the Cooperative Republic of Guyana (Article 200-202)

Composition of the Public Service Commission

- Under the Constitution of the Cooperative Republic of Guyana, the Public Service Commission (PSC) shall consist of six members, who shall be appointed as follows:

Composition of the Public Service Commission

Three members appointed by the President acting after meaningful consultations with the leader of the opposition.

Composition of the Public Service Commission

- Two members appointed by the President upon nomination by the National Assembly after it has consulted such bodies as appear to it to represent public officers or classes of public officers

Composition of the Public Service Commission

- Also, if he thinks fit, one other member can be appointed by his Excellency , acting in accordance with his own deliberate judgment.

Election of the Chairman and Deputy Chairman.

- The Chairman and the Deputy Chairman of the Commission shall be elected by and from the members of the Commission using such consensual mechanisms as the Commission deems fit.

The Most Recent Commission

- The life of the most recent Commission came to an end constitutionally on August 31, 2017 and as such there is no active Commission. As mentioned previously the consultations are now taking place towards the appointment of a new Commission.

Secretary Ms. Marvalyn Stephens

Mission Statement

- The Public Service Commission is a constitutional body which has the power to make appointments to all Public offices and to remove and exercise disciplinary control over persons holding or acting in such offices and also to ensure that no claims of partiality of any nature can justifiably be made against it.

THE OBJECTIVE OF THE PUBLIC SERVICE COMMISSION

- The Objective of the Public Service Commission is to make Appointments to Public Offices and to remove and exercise disciplinary control over persons holding or acting in such Offices.

Roles and Functions of the Commission

- **Recruitment**
- **Promotions**
- **Dismissals**
- **Resignations**
- **Secondment**
- **Reclassifications**
- **Transfers**

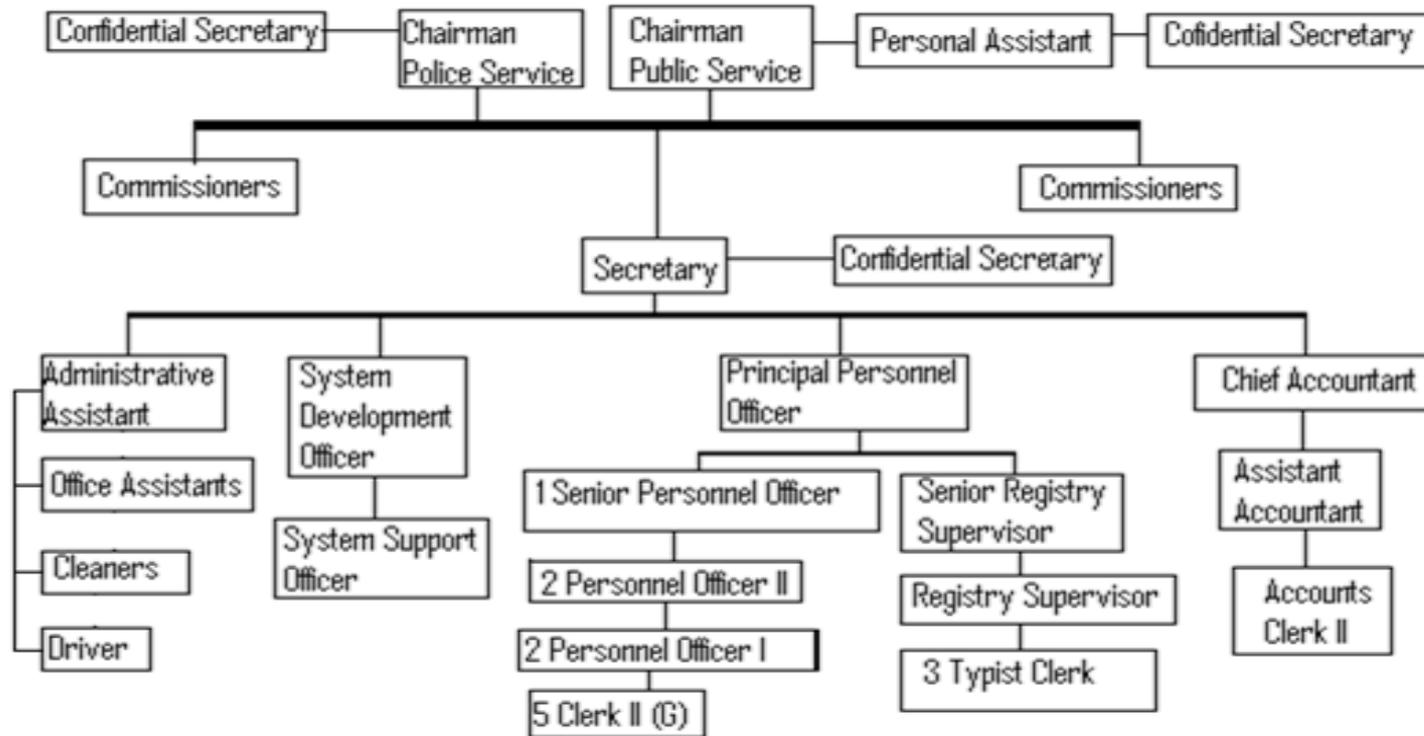
Roles and Functions of the Commission

- **Acting Appointments.**
- **Disciplinary Matters**
- **Extension of Sick Leave**
- **Superannuation Benefits**
- **Vacancy Circulars**

Rules and Regulations

- Public Service Rules (1987)
- Public Service Commission Rules (1998)
- Table of Offences and Penalties. (6th Nov, 1987)

ORGANISATIONAL CHART - SECRETARIAT POLICE/PUBLIC SERVICE COMMISSION



STAFFING

PUBLIC SERVICE COMMISSION

Chairman, Public Service Commission	One (1) Personal Assistant One (1) Confidential Secretary
Chairman, Police Service Commission	One (1) Confidential Secretary
Secretary, Public Service Commission	One (1) Confidential Secretary One (1) Principal Personnel Officer One (1) Senior Personnel Officer Two (2) Personnel Officer II One (1) Personnel Officer I Six (6) Clerks
Chief Accountant	One (1) Assistant Accountant One (1) Accounts Clerk
Senior Registry Supervisor	One (1) Registry Supervisor Three (3) Typist Clerks
Administrative Assistant	One (1) Driver One (1) Senior Office Assistant One (1) Office Assistant Two (2) Cleaners
System Development Officer	One (1) System Development Officer

Corruption – in Perspective

- In the context of this presentation corruption is defined as “ a form of dishonest or unethical conduct by a person entrusted with a position of authority, often to acquire personal benefit. *Corruption* may include many activities including bribery and embezzlement”

PUBLIC SERVICE COMMISSION

In Context

- Given the over-arching roles and functions of the Public Service Commission (as indicated in the foregoing) it can be safely adumbrated that as a functioning organisation with the appropriate Governmental support, it has the requisite wherewithal to make a significant contribution to the fight against the cancer of corruption

Prevention, Detection and Discipline

This can be examined and evaluated under the following broad headings;

- Appointments
- Spans of Control
- Demarcation of duties
- Performance Management
- Disciplinary Procedures

Appointments

- In this category, corruption can lead to Nepotism, Turf-building and protection, Cronyism, Jobs-for-the boys, protectionism etc.

Appointments

- The process of Appointments to the Public Service Commission can be outlined as follows:
 - Vacancy circulars are widely publicized
 - Applications are received and shortlisted
 - Shortlisted applicants are invited to interviews
 - Interviews are conducted by the panel
 - Successful applicants are appointed
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- Given the foregoing thorough and transparent process, the possibility of corruption rearing its ugly head is extremely remote.

Spans of Control

- A thorough and detailed examination of the Organisational Charts of the various Ministries, Departments and agencies comprising the Guyana Public Service would reveal that there is rigid and stringent adherence to internationally recommended supervisory spans of control

Demarcation of duties

- The allocation of functions and delineation of duties within the various Ministries, Departments and agencies comprising the Guyana Public Service ensures that there are adequate “checks-and-balances” that significantly reduce the scope and possibilities for corruption and also allows for early detection when same occurs.

Performance Management

- This is a process by which supervisors and subordinates work together to plan, monitor and review an employee's work objectives and overall contribution to the organization. It is an ongoing process of communication that occurs throughout the year, in support of accomplishing the strategic objectives of the organization.

Performance Management

- The communication process includes clarifying expectations, setting objectives, identifying goals, providing feedback, and reviewing results. An integral of this process is the Performance Appraisal, which is the systematic evaluation of the performance of employees and to understand the abilities of a person for further growth and development.

Performance Management

- Performance appraisal is generally done in systematic ways which ensures that subordinates are provided with adequate feedback as to their performance on the job
- Appropriate utilisation of this process also contribute to the detection and reduction of corruption

Disciplinary Procedures

- As indicated previously, the Guyana Public Service is governed by various documented rules and regulations.
- Chapter VII of the Public Service Commission Rules-Headed DISCIPLINE GENERAL states inter alia “***An officer who is alleged to be guilty of misconduct or indiscipline by failing to comply with law, rule, order or directive for time being in force, shall be liable to disciplinary proceedings in accordance with the procedure prescribed in these rules.***”

Disciplinary Procedures

- The chapter continues to outline the various categories of infractions covered by the disciplinary code and provide details of the various procedures and penalties that are in place to address them. It also provides the following definition of misconduct. “Contravention of the Public Service Rules, Regulations, or Circulars made for and applicable to the Public Service of Guyana and any amendment thereto”.

Conclusion

- Corruption can be likened to a disease which can spread rapidly if not adequately dealt with. It must be dealt with holistically and aggressively. As indicated in the foregoing The Public Service Commission is adequately prepared and ready to make its contribution. It goes without saying therefore that it requires “all hands on deck” if corruption is to be eradicated.