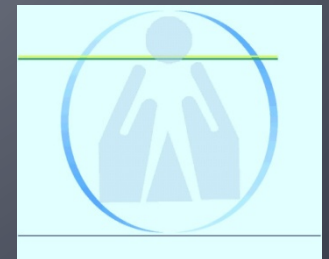


# DEVELOPING PROFESSIONAL CAPABILITY FOR THE NATIONAL STATISTICS OFFICE (NSO)

The Philippine Experience



# Outline

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- Background
- Recruitment of Personnel
  - Merit Selection and Promotion
- Personnel Development
  - Training and Scholarship
  - In-house Statistical Development Programs
- Conclusion/Challenge

# Background

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*"We recognize the value of our human resources and continue to promote their general welfare and well-being."*

Second Statement, NSO Core Values

## **Human Resource Policy**

- The NSO has existing human resource policy on recruitment following the guidelines on Merit Selection Plan (MSP), pursuant to the provisions set by the Philippine Civil Service Commission (CSC)

## **Training and Scholarship Policy**

- NSO has established personnel development programs on trainings and scholarships linked to the agency's five year development plan
- It has instituted various in-house and outside statistical development programs on census and survey management, census data analysis, management on civil registration and production of vital statistics

## **Partnerships and Linkages**

- The NSO has established partnerships and linkages with all agencies in the country's statistical system at the national and sub-national levels
- It has also conducted and hosted several trainings for statisticians and other technical staff of National Statistical Offices of some neighboring countries

# Recruitment

- It is the policy of the NSO to adhere strictly to the principles of merit, fitness and equality
- NSO established its MSP as well as its accompanying Performance Evaluation System (PES) in 2002
- NSO has been accredited by the CSC for the execution of the MSP which has provided the NSO the authority to grant and approve appointments since 2002

## **Merit Selection Plan (MSP)**

- The MSP covers all positions in the plantilla of the NSO and includes original appointments and related personnel actions
- It is open to all qualified individuals and does not discriminate on account of gender, civil status, disability, religion, ethnicity or political affiliation



- Vacant positions in the NSO are published in accordance with existing civil service laws, in particular, RA 7041 (Publication of Vacant Positions)
- Posted in the CSC Bulletin of Vacant Positions, published in a newspaper of general circulation, posted in the NSO offices, both in the Central Office and Field Offices and in the NSO website

- The MSP established the Personnel Selection Board (PSB) in the Central Office and the Regional Selection Board (RSB) in the Field Offices that will assess the qualifications and competence of the applicants

- The appointing authority in all positions in the first two levels for the agency is the Administrator
- For the third level positions, the Administrator recommends the qualified candidates to the President of the Philippines for appointment

- Criteria for selecting applicants:
  - Performance
  - Relevant Education and Training
  - Relevant Experience and Outstanding Accomplishments
  - Psycho-social attributes and Personality Traits
  - Potential
  - Appropriate Civil Service eligibility

# Personnel Development

## **Personnel Development Committee (PDC)**

- NSO has established the Personnel Development Committee (PDC) which primarily serves to assess and screen the qualifications of nominees for trainings and scholarships offered by national agencies, as well as those offered by various institutions abroad, including UN-SIAP.

- As part of the agency's development plan (FYDP, FYSP), the NSO encourages the participation of its staff in training and scholarship programs geared towards promoting excellence in the agency products and services

## **Guidelines for Application for Training and Scholarship**

- Any permanent NSO employee who has rendered at least 2 years of service as a permanent employee with no pending administrative or criminal charges may apply
- For foreign scholarships, the age limit is generally specified by the sponsoring institution; for other foreign/local scholarships, the age limit is not more than 55 years old

- The training or scholarship program must be relevant to the applicant's work
- Employees who are favorably endorsed by their respective department directors may be considered for recommendation to the Administrator who is the approving authority
- Once approved, the applicant shall execute the contract and service obligation



# Responsibilities of NSO

## ■ Financial Assistance

- Tuition fees of the training/scholarship program shall be reimbursed or paid by NSO (Local)
- Salaries and other benefits for the whole duration of the training or study grant.
- Pre-departure allowance, clothing and medical allowance (Foreign)

## **Responsibilities of the Grantee**

- Executes a service contract and obligation, stipulating the conditions of the training or scholarship grant
- Obligated to return to the country for foreign grants and serve the office immediately upon completion of the training or scholarship
- Requires guarantors who will assume full responsibility should grantee fail to comply with the conditions of the contract

- Fulfills the service obligation which varies from 6 months to 2 years or depending on the duration of the training or scholarship program being availed of
- **Re-echo training either by presenting a paper in a symposium or giving a lecture in a training course conducted by NSO**

# In-house Statistical Programs

- A training needs assessment (TNA) was conducted by NSO in 2002
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- the results served as the basis for the development of the agency's training development plan

## **First Level Positions**

- Training courses for first level positions were focused on practical learning such as English Fundamentals, Basic Technical Writing, Records and File Management and Basic Customer Service Skills
- Popularly referred to as Group B and Group C Trainings

## **Second Level Positions**

- Group-A Training has been designed to equip the participants on the required skills and capabilities in performing their duties and responsibilities
- The training also prepares the potential participant for career advancement in the agency

## Group-A Training

- A short title for **Statistics with Information Technology Applications and Survey Operations Course**
- The training has been institutionalized in the NSO and has produced prominent statisticians both serving the government and private sectors

# Group-A Training

## Group-A Training

Participants must

- Be a graduate of Statistics, Mathematics, Engineering or Economics or other related degrees
- Have passed the screening examination



## Group-A Training

- Duration: four to six months
- Covers modules on theoretical and practical statistics, design of surveys, survey and field operations, data processing, civil registration and vital statistics, technical writing and actual on-the-job training in all departments of the agency

## Group-A Training

- Since 1969, the training has produced 564 Group A graduates, 162 are still connected with NSO
- The training has just recently culminated its 22<sup>nd</sup> batch

## **Third Level Positions**

- Several management trainings are conducted as part of the training development agenda to sustain managerial capabilities of NSO officials

- The Field Officials In Service Training (FOIST) is designed to enhance the statistical management skills of incumbent field officers and prepare them for bigger responsibilities
- NSO avails itself of management seminars and workshops offered by the Career Executive Service Board (CESB), CSC, private training institutions and universities

# Graduate Studies

## **NSO and Polytechnic University of the Philippines (PUP): Master in Applied Statistics (MAS)**

- Administered by NSO and the degree is conferred by PUP

# **NSO and Polytechnic University of the Philippines (PUP): Master in Applied Statistics**

- Initially offered as a continuing graduate program for Group-A graduates

# **NSO and Polytechnic University of the Philippines (PUP): Master in Applied Statistics**

- Classes for the MAS program are held at the NSO Central Office and its administrative requirements are facilitated at the Graduate School of the PUP which is located near the NSO Central Office

## **NSO and Polytechnic University of the Philippines (PUP): Master in Applied Statistics**

- The partnership with PUP now runs for almost two decades
- It has successfully produced graduates from the NSO, other government agencies as well as other scholars from neighboring countries, such as Cambodia and Myanmar



## **National Scholarship for Development (NSFD)**

- The MAS program was initially made possible with the introduction of the NSFD
- The NSFD requires government agencies to establish a study-now-pay-later scheme available to its permanent employees who desire to complete professional courses at the college or graduate levels

## **Local Scholarship Program (LSP)**

- The LSP is a competitive scholarship program administered by the CSC and is open to all government employees who wish to pursue a one-year master degree course, or to complete a bachelor's degree course

## Availment of other fellowships

- The NSO has been a recipient of various statistical and management trainings at the international, national and sub-national levels
- Several NSO field officials and staff earned their master degrees in academic institutions in the Philippines and abroad

## Philippine Statistical Association (PSA)

- The PSA is the only professional association in the Philippines committed to the promotion and proper use of statistics
- Several local trainings for NSO are initiated and conducted by the PSA

- The NSO is a founding institutional member of the PSA
- Majority of its officials and technical staff both in the Central and Field Offices are individual members of the association
- Several NSO officials have served in various capacities as officers of the association

## **Partnership with other Agencies for the Professional Development of NSO Staff**

- The NSO has continued to serve as reliable source of statistical experts for international organizations such as the UNSIAP, Asian Development Bank (ADB), the World Health Organization (WHO) and other similar agencies
- Through the decade, more than 50 experts from the NSO were seconded to various organizations

- The NSO has also hosted study and observation tours on statistical operations, statistical data processing, information technology and civil registration and has conducted special trainings for delegates of national statistical offices from several neighboring countries such as Bhutan, Micronesia, Nepal, Cambodia, Myanmar, Ethiopia, Sri Lanka, among others

## **CSC Accreditation**

- As local training institution accredited by the CSC, the NSO has also conducted trainings on statistical management, statistical operations, statistical theories and civil registration for various national and local government agencies



- The NSO has also endeavored several research and development initiatives geared towards improvement of field operations activities
- It has worked closely with SRTC, PSA, NSCB and other agencies in the country's statistical system and to some extent, academic institutions on enhancing methodologies of censuses and surveys, pretest of field operations, studies on emerging statistical needs, among others

- The NSO has also worked with international organizations in the development of statistical methodologies and development strategies on various aspects of economic statistics, trade statistics, health statistics, survey methodology, etc

# Conclusion

- In terms of **organizational strategies**, the most prominent statistical development program that facilitated human resource stability of the NSO is its institutionalization of the Group-A Training Program

- The partnership with PUP in the offering of the graduate MAS program supports the policy of the NSO to professionalize its workforce in the field of Statistics relevant to the office

# Challenges

## Areas for further improvement:

- Converting census and survey results into policy relevant information at sub-national level;
- 
- developing capacities on handling official statistics at sub-national level

At present, the office is developing modules that integrate these concerns in the FOIST curriculum

All the challenges in developing capability building programs that will promote the professional capacity of the office and encourage the professional growth of its officials and staff are being addressed by the NSO, as part of its ongoing development agenda on human resource .

Thank you!

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Republic of the Philippines  
**National Statistics Office**

