

# PSC CIRCULAR

Public Service Commission, Berkley Crescent, P. O. Box 2211  
Government Buildings, Suva. Telephone 3-314-588

## PSC Circular No. 41 /2009

To : Permanent Secretaries and  
Heads of Departments

File: C29/119/7-16

Subject : **REACTIVATION OF THE PERFORMANCE  
MANAGEMENT SYSTEM [PMS]**

Date: 18<sup>th</sup> August, 2009

- 1.0 The Commission at its meeting held on Thursday 09<sup>th</sup> July, 2009 has agreed that the Performance Management System [PMS] that was suspended, vide PSC Circular No. 21/2006 dated 19<sup>th</sup> June 2006, is to be reactivated.
- 2.0 The reactivation on the use of the PMS is to be effective from 1<sup>st</sup> January 2009 up to 31<sup>st</sup> December 2009 and shall be conducted on a yearly basis.
- 3.0 The PMS forms are categorised and applicable as follows:-
  - (a) Health - for all officers in the Health professions
  - (b) Education - for all officers in the Teaching professions.
  - (c) General Civil Service - for all officers in the General Civil Service
  - (d) Government Wage Earners - for all Government Wage Earners.
- 4.0 **All non-contracted officers** will be assessed using the existing forms as attached in **Appendix I to IV.**
- 5.0 **All officers appointed on contract**, will be assessed by a new assessment form that has been developed and will be sent under separate cover.
- 6.0 Addressees are advised that there will be **no remuneration linkage** in the assessment, however, it will be reviewed subject to confirmation on availability of funds with Ministry of Finance, in view of Finance Circular 07/2009 dated 26<sup>th</sup> June, 2009.
- 7.0 This circular is to be read in conjunction with PSC Circular 1/2004 dated 15<sup>th</sup> January, 2004 as all the guidelines detailed thereon are still applicable in this exercise.
- 8.0 For any queries please contact Asraf Maqbool or Jimaima Vilisoni on telephone No. 3314588 ext 218 or 227, or email on email address [AsrafMaqbool@psc.gov.fj](mailto:AsrafMaqbool@psc.gov.fj) or [jvilisoni@psc.gov.fj](mailto:jvilisoni@psc.gov.fj) .



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**Permanent Secretary for the Public Service**