

MODERNIZATION ACTIONS PROGRESS REPORT

Annex 1

CRITICAL PROCESSES	STATUS REPORT AS OF FEBRUARY 2010	STATUS REPORT AS OF FEBRUARY 2011		COMMENTS
1. Contracting Mechanisms	1. Proposed simplification of contracting mechanisms from 14 to 5.	* Consultation with the Staff Committee to review the draft of proposed modifications to the General Standards and Staff Rules.	Done	
		* Feedback from Staff Committee on proposed modifications to the General Standards provided to Legal Department to be included in the proposal.	Done	
		* Draft for a single contract, one for staff and one for performance contracts.	Done	
		* Matrix of current types of contracts and their associated benefits developed.	Done	
		* Benchmarking with other International Organizations (UN NY, PAHO, IDB and World Bank) to review their benefit packages. A comparative analysis was developed.	Done	
		* Due to major management challenges, including financial constraints that the GS/OAS is currently experiencing, the need for a more in depth revision of the proposal for the modification of the General Standards and Staff Rules has been identified. The DHR in conjunction with the Department of Financial and Administrative Management Services (DFAMS) will work in the preparation of a matrix of proposed types of contracts and their benefits in order to determine the financial impact of the proposal.	On-going	
	2. Development of a Single HR Hiring System.	* Benchmarking with other International Organizations (IDB, World Bank, PAHO) to review their hiring processes and instruments (including their consulting CPR models) in order to incorporate their best practices into the GS/OAS model.	Done	
		* Draft of new workflow processes to include the hiring and registration of all staff and consultants into OASES HR Module.	Done	
		* Draft of new hiring automated process for recruitment and selection of candidates.	Done	
		* Assessment of the financial implications and technological requirements of implementing the CPR and local staff transition from the Office of Procurement Services (OPS) to the HRMS module.	On-going	
		* Mapping of all HR processes for the employee life cycle phases, from selection to retirement.	Done	
		* In conjunction with DOITS, the DHR will continue working to review the system's capability to include all human resources that have a working relationship with the GS/OAS, in the Organization's ERP.	On-going	

CRITICAL PROCESSES	STATUS REPORT AS OF FEBRUARY 2010	STATUS REPORT AS OF FEBRUARY 2011	COMMENTS
2. Classification of Posts	1. Draft of Standardized Job Descriptions (SJD) developed.	* Final SJD templates defined for each grade within the Professional and General Services categories.	Done
		* A SJD System is currently under development to serve as a storing and access database for SJDs. This system will be linked to the Position Control System (PCS).	On-going
	2. New job title policy drafted.	* Proposal of a Post Classification Policy completed.	Done
		* Proposal for Standardized Job Titles (SJT) Policy under UN classification standards completed.	Done
	3. Three pilot projects currently in progress (DHR, SPA, SER)	* The three pilot projects (DHR, SPA, SER) to test the SJD and titles (SJT) were completed and the results were analyzed in order to implement improvements into the SJD and SJT.	Done
		* The DHR is currently working with DFAMS and OPS for the implementation of the SJDs and SJTs developed for their areas.	On-going
	4. The DHR will work in the Configuration of the Position Control System (PCS).	* Staff members from the DHR, DFAMS, OPS and DOITS attended a training program with Oracle University on the creation and management of work structures and position budgeting.	Done
		* Positions created, position code segments assigned, position hierarchy completed and control transactions tested in the HR Test Instance.	Done
		* Testing Position Control System in DHR Test instance.	Done
	3. Performance Evaluation	1. Implementation of a Pilot Cycle (2009 - 2010).	* The PES Pilot Cycle completed in Headquarters.
* Analysis of PES Pilot Cycle results.			On-going
* The PES Formal Cycle (March-December 2011) launched. Step increase for 2012 will be linked to performance evaluation.			On-going
2. Develop a Training program for staff and supervisors.	* Training strategy of PES was implemented for all the Secretariats of the GS/OAS at Headquarters.	Done	With the collaboration of the Department of Human Development, Education and Culture (DHDEC), the DHR developed an e-learning tool for OAS Country Offices. The second phase of PES "Performance Conversations" was launched for OAS Country Offices on March 9, 2011; the training program will start on March 23, 2011.
4. Grievance Process	1. Revisions to grievance process drafted.	* Feedback of Staff Committee on proposed modifications of the General Standards for Grievance Process provided to Legal Department to be included in the proposal.	On-going
	2. Changes to General Standards proposed.		
	3. Consultation underway with the Staff Committee.		