

Dear Sir Colete,

Greetings!

In response to your email, requesting for a copy of Human Resource Processes, Policy and Guidelines that the National Commission on Indigenous Peoples (NCIP) are implementing below are the list for your reference and information.

- For the conduct of recruitment, selection and placement, NCIP follow the General guidelines of the 2017 Omnibus Rules on Appointments and Other Human Resource Actions, Revised July 2018.
- Performance Evaluation of NCIP Personnel are done semi-annually as part of the NCIP Strategic Performance Management System.
- Concerning disciplinary and non-disciplinary cases the NCIP adopts the 2017 Rules on Administrative Cases in the Civil Service (2017 RACCS)
- Due to Coved-19 Pandemic, NCIP adopts the Interim Guidelines for Alternative Work Arrangement, Treatment of Absence and Use of Leave Credits, Monitoring of Work Accomplishment and Support Mechanisms for NCIP Employees.

Thank you,