

Date: 4<sup>th</sup> July, 2018

### **RESULTS - CLERICAL PROMOTIONAL PROGRAMME 2018**

In an effort to continually provide vital training initiatives to enhance the aptitude and competency of our public officers, the Ministry of the Public Service, Energy and Public Utilities has concluded a Clerical Promotional Programme. This programme is geared towards increasing the capacity and skills of the various clerks who are employed by the Government of Belize. It also provides a working knowledge of the relevant laws and regulations, policies, processes as well as the technical functions required of them. It is also a means to standardize the level of verbal and written communication in the workplace and among government agencies.

This year, the Clerical Promotional Programme was held from 9<sup>th</sup> April to 8<sup>th</sup> June 2018. The programme consisted of six (6) core subjects and five (5) technical subjects. Participants were required to select one (1) technical subject for a total of seven (7) subjects in the programme.

One hundred and twenty-eight (128) officers were selected to participate in this programme. These officers serve in the capacity of: Second Class Clerks, Customs & Excise Clerks III, Income Tax Clerks II, General Sales Tax Clerks II, Immigration and Nationality Clerks II, Audit Clerks II and Postal Clerk II.

The programme was implemented through a student-centered approach with an applied and practical modality. The participants were assessed based on course work (including assignments, group work, quizzes and tests) and a final examination. The results show that eighty seven percent (87%) were successful while thirteen (13%) were unsuccessful.

To capture the outcome of the programme, a post-test and a programme evaluation of the participants' experiences were administered. Three (3) months after the programme's conclusion, an impact assessment will be conducted to determine the transfer of knowledge into the workplace through observation, survey and interviews. This evaluation is also expected to determine and identify any obstacles in the transfer of knowledge within the working environment so that necessary strategies can be implemented to mitigate and address the limitations.

Hon. Frank Mena and the Ministry of the Public Service, Energy and Public Utilities offers its congratulations to the successful candidates and encourages them to apply the knowledge and skills acquired from the programme in the performance of their duties. A certificate will be awarded to all successful participants.

**End of Release-**