

**ACTION PLAN IMPLEMENTATION STATUS UPDATE
REPORT TO THE AUDIT COMMITTEE
AS OF MARCH 31, 2014**

Policy and Strategic Direction			
<i>Management Practices Audit: Policy and Strategic Direction Sector</i>			
APPROVAL DATE: 11/21/2013			
PROJECT RECOMMENDATIONS	ACTION PLAN	EXPECTED COMPLETION DATE	PROGRAM RESPONSE
	<p>discussions.</p> <ul style="list-style-type: none"> ▪ An all-staff meeting will be held to communicate, explain and clarify PSD's roles and responsibilities. ▪ Managers will continue to meet formally with employees twice annually to jointly develop performance objectives for the period ahead and to communicate areas of progress and opportunities for improvement from the previous period in order to ensure a regular cycle of feedback and performance planning is maintained. These discussions will provide additional opportunities to review accountabilities and responsibilities in alignment with PSD Business Plan and the new Directive on Performance Management. 	<p style="text-align: center;">April 2014</p> <p style="text-align: center;">October - November 2013 & March 2014</p>	<p>Status: Underway</p> <ul style="list-style-type: none"> ▪ As part of ongoing performance planning and management, PSD supervisors met with 100% of PSD staff between April and May 2013 and in October and November 2013. Employees were provided feedback on performance and suggestions for opportunities for improvement at these sessions; where needed, additional meetings were held. <p>The performance objectives and feedback were documented and signed-off by the parties; 100% completion was achieved for the sector. The final performance reviews for 2013-2014 are underway and the 2014-2015 PMAs are also in final approval.</p> <p>AES: Implementation on-going. Recommendation will be closed once PSD conducts the all staff meeting intended to communicate, explain and clarify PSD's roles and responsibilities (Planned for April 2014).</p>
2. The Senior Assistant Deputy	Actions:		Status: Request to Close (Completed)

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accountabilities.			
<p>4. The Senior Assistant Deputy Minister of the Policy and Strategic Direction Sector should take steps to establish outcome-based performance measures that align with the Sector's mandate, accountabilities, and service offerings. This would include:</p> <ul style="list-style-type: none"> • Identifying and validating the Sector's key outcome, client groups, and related service standards; • Developing standards that support efficiency and quality of service delivery; and • Establishing data collection, analysis, and reporting mechanisms. 	<p>Actions:</p> <ul style="list-style-type: none"> ▪ PSD is ensuring that Sector outcomes and performance measures, including those in relation to efficiency (for Métis and Non-Status Indian Relations and Métis Rights Management program, sub-program 1.2.4 on the AANDC 2014-15 PAA) are identified in the PSD Business Plan and monitored through Quarterly Reports, and are in alignment with the MRRS policy and the 2014-15 Departmental PMF of record. ▪ DGs are presenting to PSD Management (all DGs, Directors and Direct Reports to Directors General) their strategies, actions and progress against performance objectives relevant to the PSD Business Plan priority in order to identify and initiate their 	<p>April 2014 & Quarterly</p> <p>October 2013 – January 2014</p>	<p>Status: Request to Close (Completed) The October to January agenda for each PSD Management Team meeting included a presentation on PSD Business Plan (i.e., Priority #1 – Oct.: Planning and Managing AANDC's Policy, Legislative and Research Agendas; Priority # 2 – Nov.: Litigation and legal Costs Management; Priority # 3 – Dec.: Maintaining relationships with Métis, Non-Status and Inuit Organizations; Priority #4 – Jan.: Lead and promote the strategic</p>

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	<p>Branch's key outcomes, client groups and service standards.</p> <ul style="list-style-type: none"> ▪ PSD is identifying its key outcomes through the sector Business Plan and service standards are in place for most deliverables (i.e., Cabinet Affairs, Legislative Affairs, Data Releases, Quarterly Reports, etc.) ▪ Data collection, analysis and reporting mechanisms are established and communicated through the Quarterly Reporting Process. 		<p>alignment and management of departmental frameworks and the timely development and delivery of all major results based plans and reports).</p> <p>AES: Implementation on-going.</p>