



Yap Dept. of Health Services Human Resource Developments

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Progress on HR Development

- 2014
 - Orange HRM System implemented with PIHOA's help
 - Plan: track total number of active staff (division/section, nationality, hire date)
 - Employee info. input initiated, never fully completed
 - Pending input: changes, employee education, work experience
 - Challenge: Training conducted with old employees who've gone
- 2018
 - Hired 1 HR Officer in Nov.
 - Mindy Sugiyama of PIHOA came to conduct 2nd training with new HR Officer
 - Challenge: only some divisions started to use Orange as a trial
- Latest: May 2019
 - Mindy came to follow up on Nov 2018 training
 - Further TA on the "Time" and "Leave" modules to meet our request/need
 - Challenge: training was heavy on 1 staff b/c others on workshop and medical leave; this trained staff left for school.

In Progress

- Few divisions are using, but half of the dept. still using time card machines or writing in their times
- Still need an official roll-out
 - Complete roll-out planned for early 2020
- Challenges: no IT worker, but hiring in progress; still much more employee info. to input

Future Plans

- Get whole dept. on Orange for better tracking of time and organization of personnel info.
- Use employee credential record system for training plans
- Create a good reporting system for admin. planning
- Use reporting to help with assessment of retirement and hiring to replace those going out/lost

THANK YOU.

QUESTIONS?