Our Learning Journey Checkpoints

Preliminaries: Basis & Definition

Levels of Accountability & Components

Making Accountability Personal
What is accountability?

Part 1: Preliminaries
Definition, Basis and Types
Accountability to You

• Draw this on your paper and write other words you associate to ACCOUNTABILITY;
• Find three (3) other people and discuss your answers;
• What are your common answers?
Etymology of Accountability

• From old French, “acontable”

• “answerable,” literally liable to be called to account

• 1400 in Anglo French
Answer = Sagot

Accountability = Pananagutan
Accountability

An assurance that an **INDIVIDUAL** or an **ORGANIZATION** will be evaluated on their **PERFORMANCE** or **BEHAVIOR** for something they are responsible for.

whatis.techtarget.com
Dimensions of Accountability

Individual Accountability

Inner Circle Accountability

Public Accountability
Individual Accountability

Responsibility of employees to
(1) complete the tasks they are assigned, (2) perform the duties required by their job, and (3) to be present on mandated hours in order to fulfill or further the goals of the organization.
Again, individual accountability...

✓ to COMPLETE the tasks assigned;
✓ perform the duties required by the job; and
✓ to be present during mandated hours

PURPOSE:
fulfill or further the GOALS of the organization
Rule #1.
YOUR name is accountability.

Who are you?
Hello
I am accountable
Increasing Individual Accountability

- Biometric devices: fingerprint, bio-retinal scanners
- Attendance software
- Team incentives program
- Strategic alignment
Four Critical Accountability Behaviors

Humility
Acceptance
Courage
Commitments

Accountability

https://align4profit.com/four-critical-bahaviors-of-balanced-accountability/
Individual Accountability & Leadership Behaviors - Forbes

- Aligning purpose and mission for the common good
- Setting a good example for the team/integrity
- Empowerment
- Communication
  - Listening
  - Seeking feedback
- Tracking your commitments
...which brings us to organizational accountability...
Organizational Accountability

• Team members knowing the **goals** of the organization;

• Team members being **consistent in doing the right thing** in all aspects pertaining to their job

• Team members **working together** towards a common goal for the business
Core of Organizational Accountability

TEAM + WORK = TEAMWORK
Essentials of Organizational Accountability

ACHIEVE GOAL
Essentials of Organizational Accountability

Team performance

ACHIEVE GOAL
Essentials of Organizational Accountability

ACHIEVE

GOAL

Team performance

Team success
Accountability = Responsibility

Are they the same?
# Accountability vs. Responsibility

<table>
<thead>
<tr>
<th>Accountability</th>
<th>Responsibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Cannot be shared</td>
<td>• Can be shared</td>
</tr>
<tr>
<td>• Being answerable for actions or inactions <em>(AFTER a task is done or not)</em></td>
<td>• Can be before and/or after a task is done or not.*</td>
</tr>
</tbody>
</table>
Basis for Accountability

*Bakit may accountability?*
Constitutional Principle

Public office is a public trust.
Laws

• Republic Act 3019 – Anti-Graft and Corrupt Practices Act
• Republic Act 6713 – Code of Conduct and Ethical Standards for Public Officials and Employees
• ARTA as amended by EODB law
  – Citizen’s Charter
Making Accountability Personal

Balancing Organizational and Individual Commitments
The Five P’S to Keep our Sanity in Public Service
### Purpose

#### Organizational
- Purpose = Mandate
- *Trabaho mo ba yan?*
- Purpose = VISION

#### Personal
- Aligning your life’s purpose to your job
- Finding meaning in the work that you do
- “Anong gusto mong maging paglaki mo?”
The Five P’S to Keep our Sanity in Public Service
<table>
<thead>
<tr>
<th>Policy</th>
<th>Personal</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Organizational</strong></td>
<td></td>
</tr>
<tr>
<td>• What is the present policy?</td>
<td>• What are your <strong>VALUES</strong> that serve as your inner compass?</td>
</tr>
<tr>
<td>• How did the policy evolve?</td>
<td></td>
</tr>
<tr>
<td>• Check whether it is a <strong>RED</strong> or a <strong>BLUE</strong> rule.</td>
<td></td>
</tr>
</tbody>
</table>

**VALUES** and **PRINCIPLES** are key terms in understanding one's personal values and principles.
The Five P’S to Keep our Sanity in Public Service

- PURPOSE
- POLICY
- PROCESS
### PROCESS

<table>
<thead>
<tr>
<th>Organizational</th>
<th>Personal</th>
</tr>
</thead>
<tbody>
<tr>
<td>• What are the mandated PROCEDURES and SYSTEMS to be observed?</td>
<td>• Back to VALUES and PRINCIPLES</td>
</tr>
<tr>
<td>• What systems improvement can be made?</td>
<td>• Translating values to behaviours</td>
</tr>
</tbody>
</table>
Balancing Policy and Process

PRIORITIZATION is KEY!
The Five P’S to Keep our Sanity in Public Service

- PURPOSE
- POLICY
- PROCESS
- PEOPLE
### PEOPLE

<table>
<thead>
<tr>
<th>Organizational</th>
<th>Personal</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Internal:</strong> Where is ‘PEOPLE STRATEGY” located in your organization?</td>
<td><strong>Pakikipag-kapwa</strong></td>
</tr>
<tr>
<td><strong>External:</strong> Citizens as customers and clients!</td>
<td><strong>Back to Values and Behaviors</strong></td>
</tr>
</tbody>
</table>
The Five P’S to Keep our Sanity in Public Service

- Purpose
- Policy
- Process
- People
- Prayer
The Power of Prayer

- Do you pray?
- Why?
- When & where do you pray?
- What do you pray for?
- Who do you pray for?
The Power of Prayer

“Prayer is the key to heaven” that connects us to the Divine purpose for which we were born here on earth.

Bob Proctor
“If we do not lose sight of our final accountability, we will never be lost in our journey...”

Thank you and God bless!