



JCI Philippines Efficiency Award (JCIPEA) Program

2015 PRIMER

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National Secretary General
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FOREWORD

It is once again the time for new officers to take over the management of our Local Organizations. True to our 1-year-to-lead concept of leadership, we are now embarking on transitioning from the current set of leaders to those we elected.

To ensure that there is continuity of how we are to manage our local organizations, we introduced the JCIPEA System. Similar to the World Efficiency Program, **JCI Philippines Efficiency Award (JCIPEA)** **Program was also created to help ensure that the Local Organizations are operating in a manner that enables them to handle these year-to-year changes, provide services to members and achieve the JCI Mission.**

As we transition into 2015, we will also be transitioning into the new JCIPEA Guidelines. Please read through the attached JCIPEA Primer and refer to the JCIPEA Template to guide you in managing your Local Organization to achieve higher **EFFICIENCY**, generate greater **PERFORMANCE**, drive sustainable **IMPACT** and create **POSITIVE CHANGE**, consistent to our Vision, Mission and Values.

The JCIPEA Program has been updated to support the 2014-2018 JCI Strategic Plan of our World Organization in uniting all sectors of the society for sustainable impact and the 2015 Thrust of JCI Philippines in creating positive change.

Generally, the content of the Program remain almost the same. However, for this year, in line with putting in place a management system to achieve better understanding and generate higher engagement, we are introducing a **JCIPEA Template**. It will serve as your checklist, containing all the items included under the program. Once you accomplished each item, a Performance Snapshot Header will show a status whether or not your LO is qualified already for a Gavel or for a Seal of Efficiency. That way, you can keep track of your progress easily and adjust accordingly when necessary.

We are introducing this one early, even before your term starts, so that you can prepare and plan accordingly. We hope that with this, we can achieve maximum participation to the JCIPEA program in 2015.

We also recommend that you consider using the attached **JCIPEA “Efficiency to Performance to Impact and Positive Change” Module** (powerpoint presentation) to cascade the program to your members and incoming Board of Directors for them to understand what are expected from all of you in managing your Local Organization in order to achieve the JCI Mission. Please feel free to invite your Area and/or Regional Secretaries to discuss the program and its guidelines in details when needed.

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Visit www.jci.cc to learn how young people around the world are working to create positive change.

PROGRAM RATIONALE

The JCI Philippines Efficiency Award (JCIPEA) Program was created to ensure that Local Organizations are providing a balanced environment to support active citizens in their efforts toward sustainable impact and recognize them accordingly for their outstanding contributions and accomplishments.

It defines the minimum expectations from each Local Organization in relation to the way it has to operate to ensure that it could successfully carry out the thrust of JCI Philippines and contribute in the realization of our JCI Mission -- *to provide developmental opportunities that empower young people to create positive change.*

This will guide Local Organizations to function effectively and efficiently thereby providing greater access for members to receive quality services, relevant information and right opportunities that will empower them to create sustainable impact.

On the otherhand, this also clearly outlines the areas that the National Organization will have to manage well in order to provide the right support to our Local Organizations to ensure the success of all their undertakings.

Overall, the JCIPEA Program will help us engage our community of active citizens to commit and take actions in creating sustainable impact towards positive change.

PROGRAM COMPONENTS

The JCIPEA Program covers 5 Key Result Areas, consistent to the focus of the world organization, as follows:

CONNECT.

With our goal that "*JCI Philippines will connect people, the community and global society,*" we will ensure that administrative matters are taken cared of especially to preserve relevant information and history; and that our rich history and all other new information from relevant initiatives, including impact stories of outstanding contributions and recognitions, should be shared and promoted to encourage and build a positive image for JCI in the community.

Areas covered under CONNECT:

1. Administrative Functions
2. Publicity and Promotions
3. Awards and Recognition Programs

MOTIVATE.

With our goal that "*JCI Philippines will create an environment in which people are motivated towards positive change,*" we commit to develop active citizens, equipping them with relevant skills through official JCI training courses; non-official training courses and other national individual & organizational development programs managed over-all by the National Training Directorate.

Area covered under MOTIVATE:

1. JCI Official Courses
2. Non-Official Courses
3. National Training Programs

IMPACT.

With our goal that "*JCI Philippines will enable communities to achieve impact through our National and Local Programs,*" we will drive relevant, sustainable and impactful local and national programs guided by JCI Active Citizen Framework (ACF). In the process, we will ensure that we contribute to the achievement of the UN Millennium Development Goals (UNMDG) through the various relevant community programs that we will be implementing.

Areas covered under IMPACT:

1. ACF Projects to drive UNMDG
2. JCIP National Programs
3. Other Community Impact Programs/Projects

COLLABORATE.

With our goal that "*JCI Philippines will bring together like-minded partners to expand mutual impact,*" we will network and partner with other Local Organizations and like-minded groups within and outside of our country through meeting, academies & conferences, and pursue joint undertakings in order to expand mutual impact and create positive change to cover more communities. We will also drive collaboration among our national and local programs in order to maximize resources and achieve greater value and results in the end.

Areas covered under COLLABORATE:

1. Meetings and Academies
2. Local and International Conferences
3. JCI Philippines Collaboration Programs/Projects

INVEST.

With our goal that "*JCI Philippines will create a financial plan that will invests on long-term goals,*" we will organize relevant projects to generate funds and educate members & stakeholders alike about proper management thereof enabling us to support our operations to achieve our goals and sustain it for long term.

Areas covered under INVEST:

1. Fundraising Projects
2. Business and Trade
3. Other Business Projects

PROGRAM GUIDELINES

UNDERSTANDING THE JCIPEA TEMPLATE

The enhanced template streamlined the JCIPEA reporting, whereby it details the specific goals and the corresponding parameters or criteria that has to be met and the equivalent points that can be earned thereof in order to reach the required Efficiency Rating.

This new template will serve as an easy guide in the over-all management of a Local Organization containing all items to be done, which are grouped according specific categories under the 5 Key Result Areas below:

KEY RESULT AREAS (KRA)	CATEGORIES	LINE ITEMS (Activities/Reports/Others)
1. CONNECT	1. Administrative Functions	1. President's Resume w/ ID picture 2. Local Membership List 3. Local Membership Dues for Early Bird 4. Adoption of the JCI Theme "Be Better" and NOM Tagline "I am for Positive Change" 5. Plan of Action & Budget 6. Updating of & Registration in jci.cc 7. Local Training Director (LTD) Appointment 8. LO Training Plan of Action
	2. Publicity and Promotions	1. TV: Promotions / Guestings 2. Radio: Shows / Interviews 3. Online: Websites / Social Media 4. Print: Newsletters / Magazines / Newspaper 5. Billboard / JCI Marker 6. 100th Year Celebration 7. Promotion of JCI Week
	3. Awards and Recognition Programs	1. Area Conference Awards Entries and Judges 2. National Convention Awards Entries and Judges 3. ASPAC/World Congress Awards Entries and Judges
2. MOTIVATE	4. JCI Official Courses	1. JCI Impact – Hosting and Attendance 2. JCI Impact with Project ACT – Hosting and Attendance 3. JCI Achieve – Hosting and Attendance 4. JCI Social Responsibility – Hosting and Attendance 5. JCI Admin – Hosting and Attendance 6. JCI Omoiyari – Hosting and Attendance 7. JCI Networking – Hosting and Attendance 8. JCI Presenter – Hosting and Attendance 9. JCI Effective Communication – Hosting and Attendance 10. JCI Effective Meeting – Hosting and Attendance
	5. Non-Official Courses	1. Active Citizen Framework/Impact Strategy – Hosting and Attendance 2. Project Management – Hosting and Attendance 3. Parliamentary Procedures – Hosting and Attendance 4. Opportunity to Impact (New Members Orientation) – Hosting and Attendance 5. OTHER TRAINING & SEMINARS – Hosting and Attendance
	6. National Training Programs	1. Chapter Trainers Activation 2. Area Training Forum – Hosting and Attendance 3. Avante Regional / Area Run – Hosting and Attendance 4. National Training Month (Community Training) – Hosting and Attendance 5. Avante National Training Summit (during NatCon) – Hosting and Attendance

3. IMPACT	7. ACF Projects to drive UNMDG	1. End Poverty & Hunger Programs 2. Universal Education Programs 3. Gender Equality Programs 4. Child Health Programs 5. Maternal Health Programs 6. Combat HIV/AIDS Programs 7. Environmental Sustainability Programs 8. Global Partnership Programs
	8. JCIP National Programs	1. My World Forum – Project and Actual Signature Drive 2. Nothing but Nets – Fund Raising 3. Youth Leadership Excellence Award (YLEA) - Batang Active Citizen 4. Bags to School 5. JCI Week 6. Beyond Prison Walls 7. Pinay Power 8. Philippine Junior Jaycees: Joint Project 9. Peace Month 10. Oplan Kaagapay
	9. Other Community Impact Programs/Projects	1. Area Project A.C.T. or ACF Community Program - Hosting 2. Regional Project A.C.T. or Community Program - Hosting 3. Other ACF Community Programs
4. COLLABORATE	10. Local and International Conferences	1. 2015 Area Conference – Attendance 2. 2014 National Convention – Attendance 3. 2015 Asia Pacific Conference (ASPAC) – Attendance 4. 2014 World Congress – Attendance 5. JCI Global Partnership Summit (UN Summit) – Attendance
	11. Meetings and Academies	1. LO General Membership Meeting – Hosting 2. Regional Council Meetings – Hosting and Attendance 3. Area Council Meeting – Hosting and Attendance 4. Presidents Academy in CDO National Convention 2014 – Attendance 5. Presidents Academy – Hosting 6. Attendance in Mid-Year Academy in May – Attendance 7. Presidents Midyear Academy – Hosting
	12. JCI Philippines Collaboration Programs/Projects	1. Ten Outstanding Young Men (TOYM) 2. Ten Outstanding Councilors of the Philippines (TOCP) 3. Alay Lakad 4. Philippine Junior Jaycees: Sponsoring a Chapter 5. JCI Senator Investiture 6. Twinning: Joint Undertakings (BOD or GMM) and Joint Programs 7. International Twinning Agreements 8. International Twinning Programs 9. Public Speaking Competition (Areacon, Natcon, Aspac, WorldCon) – Representation 10. Debating Championship (Areacon, Natcon, Aspac, WorldCon) – Representation 11. Area Collaboration Project – Hosting 12. Regional Collaboration Project – Hosting
5. INVEST	13. Fundraising Projects	1. Fund Raising Programs
	14. Business and Trade	1. Business & Trade Directory 2. JCI Maxx
	15. Other Business Programs/Projects	1. Area Business Programs – Hosting 2. Regional Business Programs – Hosting 3. Business Seminars or Other Business Projects – Hosting

AWARDS

Local Organizations that meet the minimum standard for the program will not only be better equipped to unite all sectors of society to achieve sustainable impact, but will also be recognized and awarded the following:

- 50 and 100 JCIPEA Points (Raw Score) will qualify the Local Organization to participate in the JCIP Area Conference and National Convention Awards Programs respectively.
- 100% total JCIPEA Rating (or an average of 20% per Key Result Area) will qualify the LO to receive a Gavel during the annual National Convention.
- 100% Efficiency Rating for each Category will qualify the LO for the following Seal of Efficiency that will be awarded during the annual National Convention Temiong Awards:
 - 100% Efficiency Rating in all 15 Categories
 - 100% Efficiency Rating in 12-14 Categories
 - 100% Efficiency Rating in 8-11 Categories
 - 100% Efficiency Rating in 1-7 Categories
 - PLATINUM Seal of Efficiency
 - GOLD Seal of Efficiency
 - SILVER Seal of Efficiency
 - BRONZE Seal of Efficiency

Note: The LO will only need to achieve at least 50% of the points from Regular Items (in black) for each category to achieve 100% Efficiency. Bonus Items (in blue) are available per category to earn more points.



The JCIPEA Seal lasts for one year following achievement. Being JCIPEA excellent will better position our Local Organizations and our National Organization to realize our JCI Mission, Vision and Values and our long-term goal of being the organization that unites all sectors of society to create sustainable impact.