

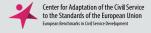
# NAUCS

Central executive authority, which ensures the formation and implementation of state policy in the field of civil service, and the functional management of civil service in government authorities.

Prepared with the support and assistance of Swiss-Ukrainian Project "Decentralization for Improved Democratic Education (DECIDE)"









Annual report of the Head of the National Agency of Ukraine on Civil Service for 2022 - Kyiv: NAUCS, 2023. - 40 p.

Nataliia ALIUSHYNA

Head of the NAUCS



A full-scale war increased citizens' demand for efficiency and integrity of government. This is an ambitious challenge. But, to be honest, the national system of public administration has shown stability and responsibility in extremely difficult conditions.

In the most difficult days of the war, public servants ensured the defense of their communities, humanitarian logistics and social protection.

War ruthlessly discards everything superfluous. This is the reason why we refuse excessive bureaucracy. We review the functions to achieve a higher result. For this, the NAUCS developed and applied the functional audit methodology. This is the key to the optimization and re-start of the state apparatus.

Ukraine was granted the candidate status for EU membership last year. This is an incentive for the active implementation of European values in the public service. Responsibility, integrity, professionalism, teamwork and effectiveness as values are among them.

We have launched online English language learning, created the High School of Public Governance, promote digital innovation, and ensure barrier-free and gender culture. I am grateful to international partners for their sincere support of our projects.

Together we create the outlines of the European model of public service in Ukraine – socially and service oriented, with high quality of services. It will be this way, because we have finally chosen our European path.

# CONTENT

About NAUCS	03
TOP achievements of the NAUCS in 2022	04
Civil service in the war period	05
Human resource management in the civil service	08
Service in local self-government bodies	13
Functional audit and remuneration system reform	15
Digitalization of the civil service	17
Professional development of civil servants. Eng4PublicService Project	18
High School of Public Governance	24
Realization/protection of the right to the civil service	26
Communication	30
Memoranda	36
International activity. European integration	37
NAUCS priorities for 2023	40



# About **NAUCS**

**FULL-TIME STAFF** 

**ACTUAL NUMBER OF THE STAFF** 

(as of January 01, 2023)

Apparatus of the NAUCS 172

Territorial bodies 90

Apparatus of the NAUCS 134

Territorial bodies 65

#### FINANCIAL INDICATORS

amounted to 186 936,2 UAH in 2022, in particular:

- in the civil service" 94 678,7 UAH
- self-government officials" 74 971,5 UAH
- 17 286,0 UAH

# TOP Achievemer of the NAUCS in 2

The draft laws of Ukraine, which provide for norms and reguchanges in public service, in particular in the context of Eurohave been developed. In particular, the draft Law of Ukraine "On Amenof Ukraine "On Civil Service" concerning the introduction of uniform remuneration of civil servants based on the positions classification

110 government authorities have been connected to Resource Management Information System (HRMIS on almost 24,000 employees has been added.

Since the beginning of the full-scale invasion, rapid requests of government authorities and local self-go has been ensured, **the "Support Line"** to pass the service and to keep documents on personnel issues in the conditions of martial law has been created.

Automated competitive selection of state order executors for professional training of public servants on the Knowledge Management Portal has been introduced. This is a step toward the realization of the principles of fair competition, openness and transparency, objective and unbiased evaluation of competitive proposals, efficient use of budget funds.

Coordination of the formation of more than 1,100 classification committees in government authorities has been ensured.

The online course "Classification of civil service positions" has been developed. A tentative classification was made in 197 government authorities for 189,000 civil service positions. The results are laid down in the calculations of the estimated cost of the reform, submitted for consideration by the Minister of the CMU.

A methodology was developed and functional audit coordination was carried out in *65 executive authorities and State Judicial Administration*. Proposals for improving the efficiency of public administration and civil service based on the results of a functional audit have been prepared and submitted for consideration by the Government.



# Civil Service in the

War Period

Number of civil service positions on staff schedule 207 140

Number of vacant positions 34 891

Actual number of civil servants

165 422

In regular 106 628 female - 36 629 male

7 378 female - 2 184 male - in remote mode

On maternity leave 12 001 civil servants

In the Armed **Forces** of Ukraine 3 637 serve

civil servants, of which

494 female



#### SINCE THE BEGGINING OF 2022

dismissed 30 440 civil servants

assigned 26 766 civil servants

#### DURING THE PERIOD OF MARTIAL LAW

dismissed **25 602** 

civil servants

assigned **20 297** 

civil servants

FROM FEBRUARY 24, 2022

left abroad 4 355 civil servants

of which 3992 female

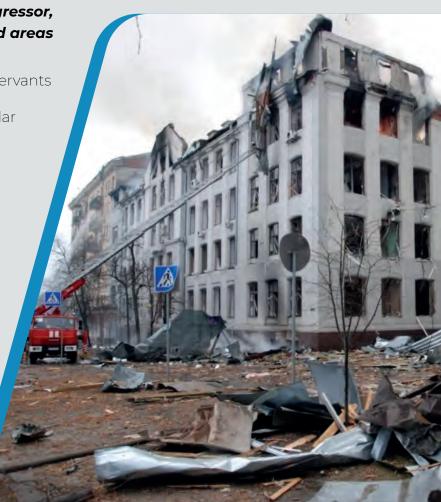
On the territory of Ukraine, occupied by the aggressor, within the fighting or blocked areas

there are 4 713 civil servants

of which 1581 work in regular mode

KILLED 108 WOUNDED 80 MISSING 205

civil servants



CIVIL SERVICE IN THE WAR PERIOD: USEFUL INFORMATION





SERVICE IN LOCAL SELF-GOVERNMENT BODIES IN THE WAR PERIOD: USEFUL INFORMATION



# Human Resource Management in the Civil Service



SUPPORT IN THE COMMITTEES AND AT THE PLENARY
MEETINGS OF THE VRU OF THE DRAFT LAW OF UKRAINE
"ON AMENDMENTS TO THE LAW OF UKRAINE
"ON CIVIL SERVICE" CONCERNING THE IMPROVEMENT
OF THE PROCEDURE FOR ENTERING, COMPLETING,
AND TERMINATING CIVIL SERVICE"

(REGISTERED IN THE VRU AS OF DECEMBER 31, 2021 No. 6496)

The Committee of the Verkhovna Rada of Ukraine on the Organization of State Power, Local Self-Government, Regional Development and Urban Planning recommended in the first reading to adopt the document as a basis (committee conclusion as of April 11, 2022). Consideration in the Parliament is expected.

# AMENDMENTS TO THE PROCEDURE FOR EVALUATING THE RESULTS OF CIVIL SERVANTS' OFFICIAL ACTIVITIES WERE MADE

The load on the participants of the procedure, in particular, on the human resource management service has been reduced by optimizing and digitalizing its individual stages.

FOUR DRAFT REGULATIONS OF THE CMU CONCERNING THE EVALUATION OF THE RESULTS OF CIVIL SERVANTS' OFFICIAL ACTIVITIES WHO HOLD CIVIL SERVICE POSITIONS OF CATEGORY "A", THE APPOINTMENT AND DISMISSAL OF WHICH IS CARRIED OUT BY THE CMU HAVE BEEN PREPARED

Based on the results of summarizing the assessment materials sent by government authorities, the NAUCS has prepared a regulation on approval of conclusions, which includes the results of the evaluation of the official activities of 138 civil servants.

## "REGULATION ON THE SINGLE PORTAL OF CIVIL SERVICE POSITIONS" HAVE BEEN DEVELOPED

The regulation defines the purpose, structure, functional and information capabilities of the Portal, as well as the procedure for adding information

# THE MODEL REGULATION ON THE HUMAN RESOURCE MANAGEMENT SERVICE OF THE GOVERNMENT AUTHORITY IS SET OUT IN A NEW EDITION

The list of functions of the human resource management services of the government authorities has been clarified and expanded, and brought into the line with the Law of Ukraine "On Civil Service"

## THE PROCEDURE FOR THE DEVELOPMENT OF OFFICIAL INSTRUCTIONS FOR CIVIL SERVANTS OF CATEGORY "B" AND "C" WAS SET OUT IN A NEW EDITION

The procedure of development and approval of the official instruction is simplified, in particular, clear terms and conditions are defined, the possibility of registration and storage of the instruction in electronic form is provided if the government authority has a human resource management information system.

## AMENDMENTS TO THE REGULATION ON THE ALL-UKRAINIAN COMPETITION "BEST PRACTICES IN HUMAN RESOURCE MANAGEMENT" WERE MADE

The application submission procedure has been simplified, and the process of their summarizing and studying has been optimized.

# METHODOLOGICAL RECOMMENDATIONS ON CONFLICT MANAGEMENT IN GOVERNMENT AUTHORITIES WERE DEVELOPED (NAUCS order as of June 20, 2022 No. 46-22)

The document was developed to provide methodological assistance to heads of the civil service and structural divisions, human resource management services, civil servants, and other employees of government authorities regarding actions in the case of interpersonal conflicts during the performance of official duties.



#### INFORMATIONAL AND EXPLANATORY MEASURES HAVE BEEN REALIZED:

- Actual issues of completion of civil service in wartime conditions;
- Actual issues of appointment to civil service positions under martial law;
- Determining the results of the assessment of the official performance of civil servants;
- The main principles of defining tasks and key indicators.





#### **STRENGTHENING OF THE HR CAPACITY**

- Employees of personnel management services were interviewed regarding the need for methodical assistance in the field of human resources management.
   825 respondents were interviewed, of which 573 were employees of government authorities, 252 were employees of local self-government bodies.
- he training programme "Systematic approach in personnel management in the public service" (HR workshop) has been implemented. 35 people were chosen to participate (139 applications were submitted).
   A website has been created (www.hrmaisternia.online).





#### **INFORMATIONAL AND EXPLANATORY MEASURES** HAVE BEEN REALIZED:

- Defining the tasks and key indicators;
- Determining the results of the assessment of the official performance of civil servants: the algorithm of actions;
- HR workshop;
- Work with conflicts in public authorities;
- Adaptation of newly appointed civil servants;
  - Culture of public service;
    - Actual about the civil service and personnel management.

Культура публічно РАДА УПРАВЛІННЯ **ЛЮДСЬКИМИ** служб

#### A MEETING OF THE HUMAN RESOURCES MANAGEMENT COUNCIL AT THE NAUCS WAS ORGANIZED



THE POSITION OF ADVISER TO THE HEAD OF THE NAUCS ON YOUTH POLICY ISSUES WAS INTRODUCED, A CORRESPONDING COMPETITION WAS ORGANIZED, NAUCS AMBASSADORS FROM AMONG ACTIVE YOUTH WERE INVOLVED IN THE WORK.

# A ROUND TABLE "TRANSFORMATION OF PUBLIC SERVICE CULTURE: 4" WAS ORGANIZED. IT WAS ABOUT:

Responsible leadership;
 Anti-crisis communications;
 The system of psychological support of employees.



# AN INFORMATION CAMPAIGN WAS ORGANIZED TO INCREASE THE PRESTIGE OF THE CIVIL SERVICE

 A strategic online session "Public service: a modern view" was organized as part of the "Promo-day at public service" campaign. 30 representatives of educational institutions and youth councils took part.

# THE ALL-UKRAINIAN COMPETITION "BEST PRACTICES OF PERSONNEL MANAGEMENT" WAS ORGANIZED

A website has been created (www.hrpractice.online).
 18 HR services received awards.



# Service in Local Self-government Bodies

ACCOMPANYING IN THE COMMITTEES AND PLENARY MEETINGS OF THE VRU OF THE DRAFT LAW OF UKRAINE ON SERVICE IN LOCAL SELF-GOVERNMENT BODIES THAT WAS REGISTERED IN THE VRU UNDER NO. 6504 AS OF JANUARY 05, 2022.

The draft law is being prepared for the second reading.

Accompanying in the committees and plenary sessions of the VRU of the draft Law of Ukraine On Amendments to Article 368 of the CCU and Article 216 of the Criminal Procedure Lade of Ukraine on Determining the Circle of Officials of Local Self-Government that was registered in the VRU under No. 6505 as of January 05, 2022.

The draft Law is being worked on in the VRU Committee on Law Enforcement.

# A NUMBER OF METHODOLOGICAL RECOMMENDATIONS HAVE BEEN DEVELOPED. IN PARTICULAR, REGARDING:

- work with conflicts in local self-government bodies (NAUCS Order No. 47-22 as of June 20, 2022);
- adaptation procedures of newly appointed local self-government officials;
- working with job instructions of local self-government officials (NAUCS Order No. 58-22 as of July 18, 2022)





# A WEBINAR WAS ORGANIZED: "ACTUAL ISSUES OF APPOINTMENT TO POSITIONS IN LOCAL SELF-GOVERNMENT BODIES UNDER MARTIAL LAW".

# THE FOLLOWING HAS BEEN PREPARED FOR METHODICAL SUPPORT OF LOCAL SELF-GOVERNMENT EMPLOYEES:

- answers to questions regarding the provisions of the Law of Ukraine as of March 15, 2022 No. 2136 "On the organization of labor relations under martial law" for local self-government officials (before and after July 19, 2022) (http://bit.ly/315avyt).
- questions and answers regarding the service of local self-government officials in accordance with the Law of Ukraine "On Amendments to Certain Laws of Ukraine Regarding the Functioning of the Civil Service and Local Self-Government during the Period of Martial Law" (http://bit.ly/3YstZSL).



# Functional Audit and Remuneration System Reform

THE DRAFT LAW OF UKRAINE "ON AMENDMENTS TO THE LAW
OF UKRAINE" ON CIVIL SERVICE" ON THE IMPLEMENTATION OF UNIFIED
APPROACHES TO REMUNERATION OF CIVIL SERVANTS BASED ON
POSITION CLASSIFICATION" HAS BEEN DEVELOPED

It was approved by the CMU on November 22, 2022 and registered in the VRU on November 23, 2022 under No. 8222.

THE ONLINE COURSE "CONDUCTING THE CLASSIFICATION OF CIVIL SERVICE POSITIONS" HAS BEEN DEVELOPED FOR MEMBERS OF CLASSIFICATION COMMITTEES

More than 23,000 civil servants studied on its basis.

THE DRAFT RESOLUTION OF THE CMU "ON APPROVAL OF THE CATALOG OF TYPICAL CIVIL SERVICE POSITIONS AND THE CRITERIA FOR ASSIGNMENT TO SUCH POSITIONS HAS BEEN DEVELOPED"

ABOUT 1,100 CLASSIFICATION COMMITTEES HAVE BEEN CREATED IN GOVERNMENT AUTHORITIES

THE PROCESS OF PRELIMINARY CLASSIFICATION HAS BEEN INITIATED IN ORDER TO DETERMINE THE ESTIMATED COST OF THE WAGE SYSTEM REFORM

All government authorities where there are civil service positions took part. The approximate cost of implementing the model of remuneration of civil servants based on the classification of positions was determined, and the CMU was informed about it.

## проведення фу

# FUNCTIONAL AUDIT OF EXECUTIVE AUTHORITIES IS ENSURED.

Analytical processing of the results was carried out. Developed by:

- CMU order as of September 16, 2022 No. 824-r On conducting a functional audit of executive authorities;
- the methodology of the functional audit of executive authorities under martial law, approved by the order of the NAUCS on July 14, 2022 No. 57-22, registered in the Ministry of Justice of Ukraine on July 28, 2022 under No. 848/38184.



#### Підготовчий:

- визначення відповід за проведення фу
- визначення строків
- інформування про строки та етапи пр

## Практичний

ПРАКТИЧНИЙ ПОСІБНИК

"ЯК ПРОВЕСТИ ФУКЩОНАЛЬНИЙ АУДИТ
ОРГАНУ ВИКОНАВЧОЇ ВЛАДИ"

# 2022

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**СИНЩИГ** 

A PRACTICAL MANUAL
"HOW TO CONDUCT A FUNCTIONAL
AUDIT IN EXECUTIVE AUTHORITIES"
HAS BEEN DEVELOPED

http://bit.ly/3jAkmCK

Заповнення Анкет керівниками самост

Первинне опрацювання функціонального аудиту структурним підрозділо та узагальнення отрим

Підготовка довіди функціонально структурним

Довідка

♦– Kατ Ï METHODICAL MATERIALS AND ANSWERS TO QUESTIONS FROM GOVERNMENT AUTHORITIES WERE PREPARED, WHICH WERE PUBLISHED IN THE SPECIALIZED TELEGRAM CHANNEL "REFORM OF THE LABOR REMUNERATION SYSTEM"

WITH THE SUPPORT OF THE EU4PAR PROJECT,
EDUCATIONAL VIDEOS AND INFOGRAPHICS WERE
DEVELOPED, AS WELL AN ONLINE COURSE
(7476 PEOPLE STUDIED), A WEBINAR WAS ORGANIZED
(ABOUT 6 THOUSAND VIEWS)

THE FUNCTIONAL AUDIT TOOK PLACE IN 65
GOVERNMENT AUTHORITIES AND IN THE STATE
JUDICIAL ADMINISTRATION

PROPOSALS ON IMPROVING THE EFFICIENCY OF PUBLIC ADMINISTRATION AND PUBLIC SERVICE HAVE BEEN PREPARED AND SENT TO THE GOVERNMENT FOR CONSIDERATION.

01

#### ЕФЕКТИВНІСТЬ

– результат функціонального аудиту передбачає підготовку пропозицій щодо мінімально необхідної кількості посад для реалізації критичних та актуальних функцій;

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# Digitalization

# of the Civil Service

THE II PHASE OF HRMIS IMPLEMENTATION IN MINISTRIES, CENTRAL EXECUTIVE AUTHORITIES AND OTHER GOVERNMENT AUTHORITIES HAS BEEN LAUNCHED

As of December 31, 2022, 111 government authorities have been connected to HRMIS, information about 23,800 employees has been entered.

AMENDMENTS WERE MADE TO THE RESOLUTION OF THE CMU AS OF DECEMBER 28, 2020 No. 1343 "On Approval of the Regulation on the Human Resources Management Information System in government authorities"

BY THEM, IN PARTICULAR:

- the list of authorities subject to the Regulation on the Information System has been clarified;
  - the procedure for using document templates with relevant details and fields of permanent and variable ition is standardized:

ire for providing the opportunity e additional (auxiliary) ts by concluding contracts, inplemented within the limits llocations, is defined. ion of the CMU "On Amendments in No. 1343" of the CMU as of 28, 2020 was adopted by the ton September 16, 2022

V, IN ORDER TO ENSURE THE
INFORMATION AND COMMUNICATION
YSTEMS OF THE NAUCS,
ATION AND SOFTWARE
E CLOUD DATA STORAGE
I WEB SERVICES DATABASES,
CS COMMUNICATION SYSTEM
INTERNET

#### АЛЬНИЙ АУДИТ УКРАЇНИ В УМОВАХ ВІЙНИ



#### ІОНАЛЬНОГО АУДИТУ

Табельний

02

#### **РЕДЖЕНІСТЬ**

нальному аудиту оть самостійні урні підрозділи иконавчої влади рахування їх яльного складу, того ставлення ва та особистих енань суб'єкта оведення;



#### **ОБҐРУНТОВАНІСТЬ**

 функціональний аудит здійснюється з урахуванням положення про орган виконавчої влади та положень про самостійні структурні підрозділи.

# Professional Development of Civil Servants

TO ENSURE THE ORGANIZATIONAL AND LEGAL BASIS FOR THE FUNCTIONING AND DEVELOPMENT OF THE VOCATIONAL TRAINING SYSTEM

FIVE ACTS OF LEGISLATION AND 34 ORDERS OF THE NAUCS

HAVE BEEN DEVELOPED AND ADOPTED, BY WHICH IN PARTICULAR:

• the Regulation on the system of professional training of civil servants, heads of local state administration, their first deputies and deputies, officials of local self-government and deputies of local councils has been updated (Resolutions of the CMU as of December 30, 2022 No. 1494 and July 29, 2022 No. 846);

 changes were made to the Procedure for admission to study under the educational and professional program of master's training in the specialty "Public management and administration" in the field of knowledge "Public management and administration" (Resolution of the CMU as of June 10, 2022 No. 679);

the Procedure for organizing the professional development of civil servants, heads of local state administrations, their first deputies and deputies of local self-government officials has been updated (NAUCS Order No. 68-22 as of August 15, 2022, registered in the Ministry of Justice of Ukraine on September 01, 2022 under No. 997/38333);

amendments were made to the Regulations on the knowledge management web
portal in the field of professional training "Knowledge Management Portal"
(NAUCS order as of May 27, 2022 No. 36-22, registered in the Ministry
of Justice of Ukraine on June 09, 2022 under No. 624/37960);



- Requirements for the content and structure of training programmes for civil servants, heads of local state administrations, their first deputies and deputies, of local self-government officials and deputies of local councils have been approved (NAUCS order No. 107-22 as of November 02, 2022, registered in the Ministry of Justice of Ukraine as of November 18, 2022 under No. 1434/38770);
- Methodical recommendations on the organization of professional training of civil servants of local state administrations, heads of local state administrations, their first deputies and deputies have been developed (NAUCS Order No. 106-22 as of November 02, 2022).

# TYPICAL GENERAL TRAINING PROGRAMMES ON THE MOST PRESSING ISSUES OF PUBLIC ADMINISTRATION HAVE BEEN DEVELOPED AND OFFERED TO PROVIDERS

(NAUCS ORDERS AS OF DECEMBER 15, 2022 No. 133-22 (http://surl.li/ekykk), AS OF OCTOBER 14, 2022 No. 96-22 (http://surl.li/dlznp)



A STUDY WAS CARRIED OUT ON THE IMPLEMENTATION OF THE REFORM OF THE PROFESSIONAL TRAINING SYSTEM OF CIVIL SERVANTS, HEADS OF LOCAL STATE ADMINISTRATIONS, THEIR FIRST DEPUTIES AND DEPUTIES, LOCAL SELF-GOVERNMENT OFFICIALS (2018 – 2022)

(http://surl.li/dntcf)

EIGHT ANALYTICAL REPORTS ON THE DEVELOPMENT OF THE PROFESSIONAL TRAINING SYSTEM FOR CIVIL SERVANTS AND LOCAL SELF-GOVERNMENT OFFICIALS HAVE BEEN PREPARED. IN PARTICULAR:

 About the results of the survey regarding the implementation of the reform of the professional training system of civil servants, heads of local state administrations, their first deputies and deputies, local self-government officials (2018 – 2022) (http://surl.li/ecptw);

- On determining the needs for upgrading the qualifications of local self-government officials and deputies of local councils (http://surl.li/dmtmo);
- On the results of determining the general needs for professional training of civil servants, heads of local state administrations, their first deputies and deputies, local self-government officials for 2023-2025 (http://surl.li/dmsjs);
- On the results of the activities of post-graduate education institutions that carried out advanced training of civil servants, heads of local state administrations, their first deputies and deputies, local self-government officials and deputies of local councils in 2021 (http://surl.li/cpkpb);
- On the results of the survey regarding the study of the needs for professional training of local council deputies (http://surl.li/ekygl);
- On the results of the survey regarding the provision of services for improving the qualifications of civil servants and local self-government officials during the legal regime of martial law (http://surl.li/cpkom);
- On the generalization of individual needs in the professional training of civil servants for 2022 (http://surl.li/cpkoc);
- On the organization of professional training of civil servants in 2021 (the study was carried out according to the SIGMA methodology) (http://surl.li/elaqy);

# THE KNOWLEDGE MANAGEMENT PORTAL HAS BEEN MODERNIZED



- almost 95 thousand registered users, 121 educational institutions, 16 projects/programmes of internationa technical assistance and other pon-governmental organizations;
- 1,493 advanced training programmes, 72 educational programs for master's degrees are placed:
- The Regulations on the knowledge management web portal in the field of professional training "Knowledge Management Portal" have been updated (order of the NAUCS as of May 27, 2022 No. 36-22)
- the possibility of creating original electronic documents on professional development ment Portal has been introduced;
- five communication activities were carried out on the use of the Portal as a tool for organizing and monitoring training (pdp.nacs.gov.ua)

THE COMPETITION "BEST PRACTICES FOR IMPLEMENTING EDUCATIONAL INNOVATIONS IN THE PROFESSIONAL TRAINING SYSTEM OF CIVIL SERVANTS, HEADS OF LOCAL STATE ADMINISTRATIONS, THEIR FIRST DEPUTIES AND DEPUTIES, LOCAL SELF-GOVERNMENT OFFICIALS AND DEPUTIES OF LOCAL COUNCILS" WAS ORGANIZED. (http://surl.li/ekyhi)



THE ACTIVITY OF THE EXPERT ADVISORY COUNCIL ON THE APPROVAL OF TRAINING
PROGRAMMES FOR CIVIL SERVANTS, HEADS OF LOCAL STATE ADMINISTRATIONS,
THEIR FIRST DEPUTIES AND DEPUTIES, LOCAL SELF-GOVERNMENT OFFICIALS AND DEPUTIES
OF LOCAL COUNCILS WAS ENSURED – 10 MEETINGS WERE HELD, 592 TRAINING
PROGRAMMES WERE APPROVED

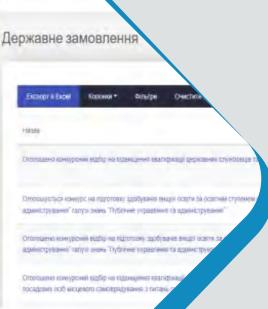
#### **LIS**TS OF PRIORITY DIRECTIONS FOR IMPROVING THE QUALIFICATIONS

OF CIVIL SERVANTS, HEADS OF LOCAL STATE (MILITARY) ADMINISTRATIONS, THEIR FIRST DEPUTIES AND DEPUTIES, LOCAL SELF-GOVERNMENT OFFICIALS, DEPUTIES OF LOCAL COUNCILS UNDER GENERAL PROFESSIONAL (CERTIFICATE) AND/OR SHORT-TERM PROGRAMMES IN 2023 HAVE BEEN APPROVED (NAUCS ORDER AS OF AUGUST 24, 2022 No.74-22)

THE FUNCTIONING OF THE COORDINATING COUNCIL ON PROFESSIONAL TRAINING OF CIVIL SERVANTS, HEADS OF LOCAL STATE ADMINISTRATIONS, THEIR FIRST DEPUTIES AND DEPUTIES, LOCAL SELF-GOVERNMENT OFFICIALS WAS ENSURED. 2 MEETINGS WERE HELD.



ПАТЧОП КННІКВАЧПУ В МЕННАН



#### STATE ORDER **IMPLEMENTATION**

A FUNCTIONAL MODULE "STATE ORDER" WAS PUT INTO TRIAL OPERATION ON THE KNOWLEDGE MANAGEMENT WEB-PORTAL IN THE FIELD OF PROFESSIONAL TRAINING

FOR THE FIRST TIME, THE COMPETITIVE SELECTION OF STATE ORDER CONTRACTORS OF THE NAUCS ON PROFESSIONAL TRAINING OF PUBLIC SERVANTS WAS CONDUCTED **AUTOMATED WITH USING FUNCTIONAL** CAPABILITIES OF THE WEB PORTAL.

AS THE RESULTS OF THE SELECTION, THE STATE ORDER OF THE NAUCS WAS RECEIVED BY 36 EDUCATIONAL INSTITUTIONS.

Оголошується та адмініст

> Due to state order of the NAUCS, the advanced training was completed by 44 332 persons:

229 civil servants of category "A" **229** (0,5% of the total number);

14 180 civil servants of category "B" (31,9% of the total number);

**28 241** civil servants of category "C" (63,7% of the total number);

local self-government officials 1530 (3,4% of the total number);

heads of local state administrations, their first deputies and deputies (0,5% of the total number).

ку здобув. ∡ЦІАЛЬНІСТЮ « ы ЗНАНЬ «ПУБЛІЧЬ

**DIPLOMA OF HIGHER EDUCATION ON MASTER'S** DEGREE IN SPECIALTY "PUBLIC MANAGEMENT AND ADMINISTRATION" IN FIELD OF KNOWLEDGE "PUBLIC MANAGEMENT AND ADMINISTRATION" WAS RECEIVED BY 425 CIVIL SERVANTS AND LOCAL SELF-GOVERNMENT OFFICIALS

льна інформація

Тип програми - Освітньо-професійна програма Напрям - Публічне управління та адміністрування

Кількість місць державного замовлення - 495

Граничні витрати на одного слухача етап І - 5640,00 гры Граничні витрати на одного слухача етап II - 16920,00 г

Строк подання конкурсних пропозицій - 18 Липня 2022

Дата і час розгляду конкурсних пропозицій - 19 Липня 2

Місцезнаходження державного замовника - вул. Проріз

# **Project**

# Eng4PublicService

Eng4PublicService is a joint project of the NAUCS and the largest in the world educational organisation EF Language Learning Solutions, aimed at strengthening capabilities of public servants in English language proficiency.

Start of a pilot project took place in the autumn 2022. *More than 200* representatives of government authorities became its participants.

Learning English for free is available for

Aall registered u<mark>sers of the Know</mark>ledge Management Portal.



# PAB A generative for more received for more received for the controlled for the controll

НАДС

# Among the benefits of mastery of English on the EF platform –

access from different devices, interactive interface, possibility of choosing your own pace learning and tracking progress..

# Training modules are adapted to Ukrainian realities.

It provides grammar, listening, reading, training conversational skills.

Based on the results of mastering each level on the EF platform, participants will receive a **certificate** of professional development with the amount of **1 ECTS credit.** 

# High School of Public Governance

HIGH SCHOOL OF PUBLIC GOVERNANCE WAS ESTABLISHED ON OCTOBER 27, 2022 ON THE BASIS OF THE UKRAINIAN SCHOOL OF GOVERNANCE



#### ITS MAIN TASKS:

- implementation of educational activities in the field of public postgraduate education civil servants, heads of local state administrations, their first deputies and deputies, local self-government officials, deputies of local councils;
- ensuring individual trajectory of professional development of civil servantswhose positions belong to the civil service position of category "A";
- development of partnership at the international level in the field of postgraduate education, in particular, the implementation of international experience in professional development of public servants;
- providing centralised assessment of professional competences of candidates during the competition for the civil service positions in the order determined by the CMU.

ADVANCED TRAINING WAS ENSURED FOR

**24 132** persons:

by professional programmes – 5830 persons

by short-term - 18 302 persons

68 programmes by 19 directions were realised

50 ADVANCED TRAINING PROGRAMMES WERE DEVELOPED

**MONITORING OF EDUCATION QUALITY WAS CONDUCTED** 

17 385 participants took part

According to the results of the questionnaire, the expectations from training were largely fulfilled in 98,4%

90,5% acquired knowledge, information and skills became very relevant

#### **AGREEMENTS AND MEMORANDA ON COOPERATION** WERE CONCLUDED WITH:

- Lech Kaczyński National School of Public Administration (KSAP);
- National Coordination Center for Cyber Security under the National Security and Defense Council of Ukraine;
- National University "Chernihiv Collegium" named after T.Shevchenko;
- West Ukrainian National University.



# Realization/Protection

# of the Right to Civil Service

CONTROL OF COMPLIANCE WITH THE CONDITIONS OF REALIZATION OF THE RIGHT TO CIVIL SERVICE

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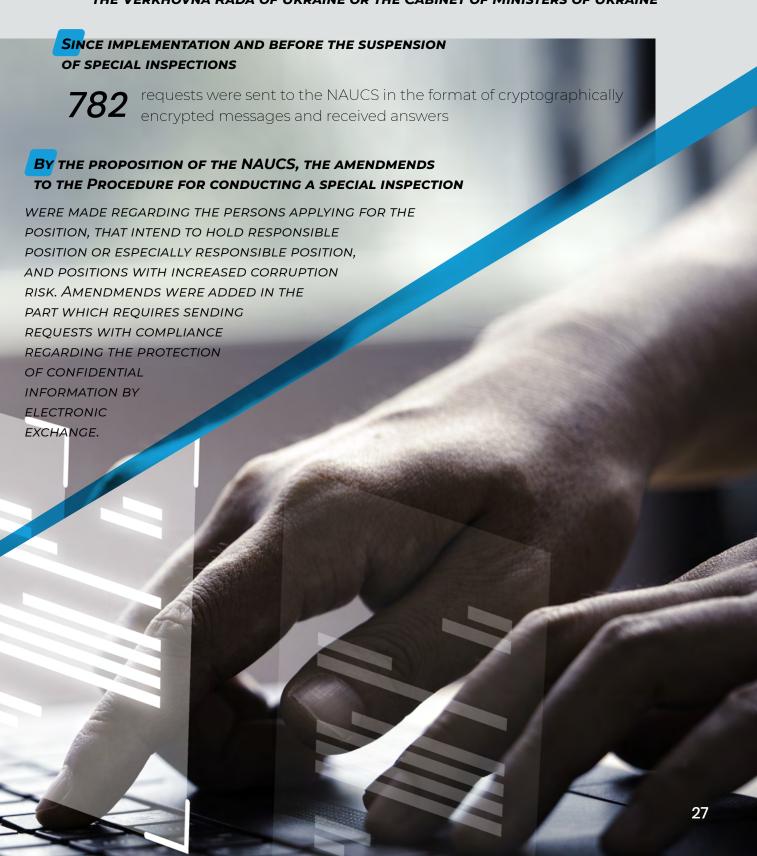
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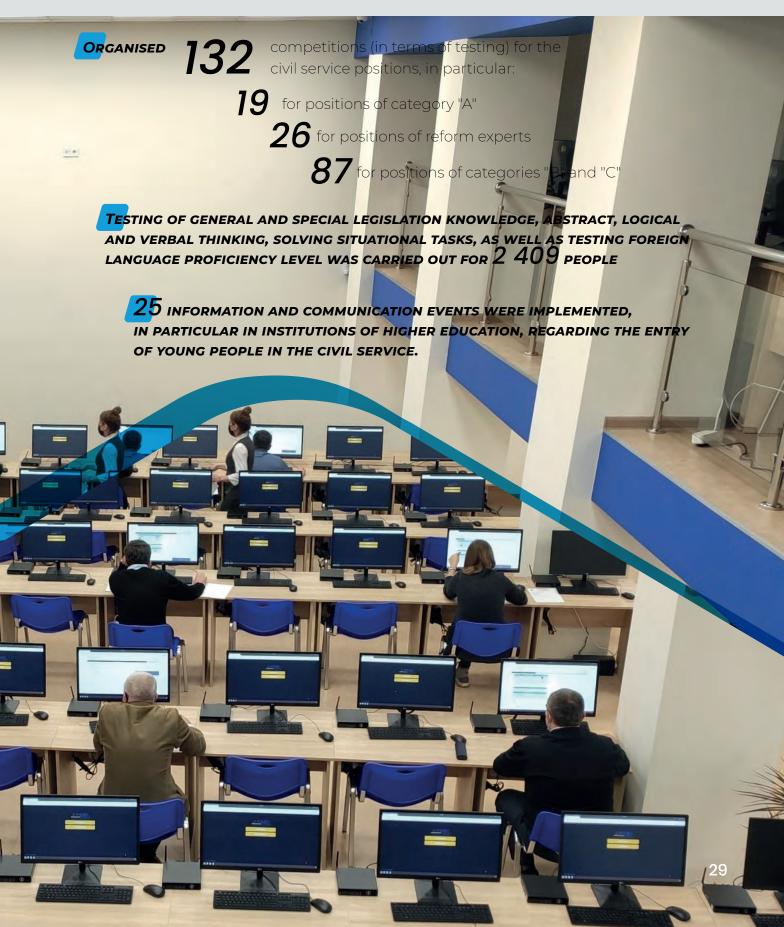


PRIOR TO THE TEMPORARY SUSPENSION OF SPECIAL INSPECTIONS, AN ELECTRONIC EXCHANGE OF INFORMATION WAS PROVIDED REGARDING CANDIDATES FOR POSITIONS, APPOINTMENTS (ELECTIONS) TO WHICH ARE CARRIED OUT BY THE PRESIDENT OF UKRAINE, THE VERKHOVNA RADA OF UKRAINE OR THE CABINET OF MINISTERS OF UKRAINE

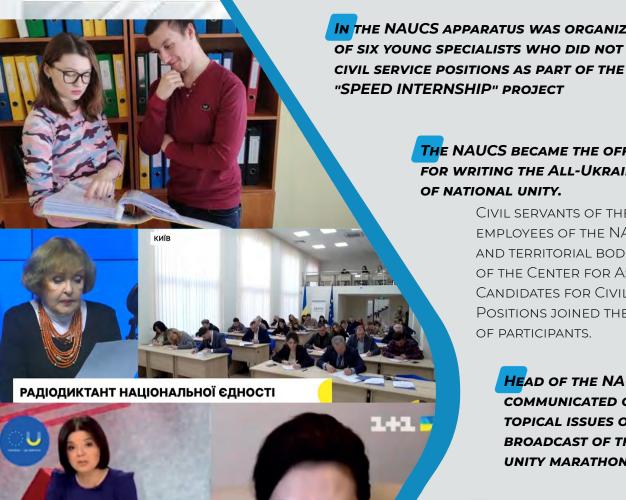




# CENTER FOR ASSESSMENT OF CANDIDATES FOR CIVIL SERVICE POSITIONS







«ЕМОЦІЙНА СТІЙКІСТЬ ПУБЛІЧНОГО СЛУЖБОВЦЯ»

30

THE NAUCS BECAME THE OFFICIAL PLATFORM FOR WRITING THE ALL-UKRAINIAN DICTATION OF NATIONAL UNITY.

> CIVIL SERVANTS OF THE CATEGORY "A". EMPLOYEES OF THE NAUCS APPARATUS AND TERRITORIAL BODIES, THE STAFF OF THE CENTER FOR ASSESSMENT OF CANDIDATES FOR CIVIL SERVICE Positions joined the audience OF PARTICIPANTS.

> > **HE**AD OF THE NAUCS COMMUNICATED ON CIVIL SERVICE **TOPICAL ISSUES ON THE LIVE BROADCAST OF THE NATIONAL UNITY MARATHON**

FROM NOVEMBER 01 TO DECEMBER 04, 2022 THE ALL-UKRAINIAN **EDUCATIONAL ONLINE MARATHON** "EMOTIONAL STABILITY OF PUBLIC SERVANT" WAS HELD.

More than 500 persons participated in THE MARATHON. THE EVENT WAS INITIATED BY THE NAUCS, THE HIGH SCHOOL OF PUBLIC GOVERNANCE WITH THE SUPPORT OF UN WOMEN UKRAINE.

AN ONLINE PLATFORM FOR PROFESSIONAL DISCUSSIONS WITH INTERNATIONAL EXPERTS ON PUBLIC ADMINISTRATION REFORM "POLICY TALK" HAS BEEN CREATED

THE NAUCS APPARATUS PROVIDED 1514 CLARIFICATIONS ON THE ISSUES OF PUBLIC SERVICE AND SERVICE IN LOCAL SELF-GOVERNMENT BODIES

The position of the NAUCS regarding 74 projects of normative legal acts and other documents received from other bodies for approval was developed and provided

61 DRAFT LAWS OF UKRAINE SUBMITTED FOR CONSIDERATION BY THE VERKHOVNA RADA OF UKRAINE HAVE BEEN WORKED OUT, OF WHICH THE POSITION OF THE NAUCS HAS BEEN GIVEN FOR 25

32 NORMATIVE LEGAL ACTS PROJECTS WERE PREPARED, WHICH WERE ACCEPTED BY THE CMU OR REGISTERED BY THE MINISTRY OF JUSTICE OF UKRAINE,

NAMELY:

7 resolutions of the CMU7 orders of the CMU17 orders of the NAUCS

4 MEETINGS OF THE PUBLIC COUNCIL UNDER THE NAUCS WERE ORGANIZED

20 COMMUNICATION EVENTS WERE HELD ON ISSUES OF REFORMING THE PROFESSIONAL TRAINING SYSTEM

240 REQUESTS FOR INFORMATION WERE CONSIDERED

AMONG THEM:

**224** sent by individuals

12 legal entities4 by journalists





# 21 SETS OF NAUCS DATA, WHICH ARE REQUIRED TO BE MADE PUBLIC, HAVE BEEN PUBLISHED ON THE UNIFIED STATE OPEN DATA WEB PORTAL

#### TERRITORIAL AUTHORITIES OF THE NAUCS ORGANIZED AND CARRIED OUT:

1 258 communication events on the application of legislation on civil service and service in local self-government bodies,

in which  $29\,\,507$  people participated

57 communication events in higher education institutions regarding the entry of youth into civil service,

during which 1940 people communication participated, and 72 events with

102 government authorities regarding youth internships in government authorities, in which

2868 people participated

757 seminars, trainings, lectures, round tables

601 written appeals and requests were considered

**429** personal receptions of citizens were carried out,

to which 828 citizens applied





Four thematic panels:

european integration

- competitiveness and digitalization
- development of service in local self-government bodies
- lean management

#### The participants of the event discussed:

implementation of the latest effective human resources management tools, adaptation of HR-procedures to the conditions of war and post-war recovery of state; digitalization tools; formation of the brand of the state as an employer, rethinking the role and potential of professional and motivated youth in public service; introduction of a culture of motivation for professional development; integration of the principles of gender equality, non-discrimination and balanced participation in management decision-making into the civil service system; acquisition of new competencies by public servants, including improving knowledge of the English language as an official business language.

Video of the event - https://cutt.ly/A3PtR91





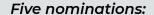
#### **SEMINAR**

#### "RESPONSIBLE LEADERSHIP -THE BASIS FOR BUILDING GENDER-ORIENTED GOVERNANCE"

#### Participants of the event

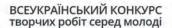


#### ALL-UKRAINIAN CONTEST OF CREATIVE WORKS AMONG YOUTH, DEDICATED TO THE CIVIL SERVICE DAY



НАДС

- "Equal rights and opportunities of women and men";
  - "Women's leadership in civil service";
    - "Education Reform";
      - "Support of socio-economic potential and human capital at the local level";
        - "Youth is a powerful potential for rebuilding the state."



# ВСЕУКРАЇНСЬКИЙ КОНКУРС

ТВОРЧИХ РОБІТ СЕРЕД МОЛОДІ

ЯКЩО ВИ АКТИВНІ Й АМБІТНІ, МОЛОДІ ТА КРЕАТИВНІ, ЦІКАВИТЕСЯ ПИТАННЯМИ ФУНКЦІОНУВАННЯ ДЕРЖАВНОГО УПРАВЛІННЯ, ЯКЩО МАЄТЕ ІДЕЇ І ПРОПОЗИЦІЇ ДЛЯ УДОСКОНАЛЕННЯ ДЕРЖАВНОЇ ПОЛІТИКИ У РІЗНИХ СФЕРАХ, А В МАЙБУТНЬОМУ – ПЛАНУЄТЕ СТАТИ ДЕРЖАВНИМИ СЛУЖБОВЦЯМИ, – ЗАПРОШУЕМО ДО УЧАСТІ

**5** works were submitted

Among the participants are **7** 

representatives of general secondary education institutions

and 44 representatives of higher education

Works came from Kyiv, Kharkiv, Kherson, Sumy, Dnipro, Lviv, Ternopil, other cities. Memoranda

**MEMORANDUM OF COOPERATION WITH** THE NATIONAL INSTITUTE FOR STRATEGIC STUDIES

MEMORANDUM OF UNDERSTANDING WITH EF LANGUAGE LEARNING **SOLUTIONS LTD** 

**MEMORANDUM OF COOPERATION** WITH THE UNION OF YOUNG **CIVIL SERVANTS OF UKRAINE** 

**WI**TH UKRAINIAN HELSINKI **HUMAN RIGHTS UNION** 

**WITH STATE ENVIRONMENTAL** ACADEMY OF POSTGRADUATE **EDUCATION AND MANAGEMENT** 



# International Activity.

# **European Integration**

NAUCS TOGETHER WITH THE CENTER FOR ADAPTATION OF THE CVIL SERVICE TO THE STANDARDS OF THE EUROPEAN UNION AND THE REFORMS DELIVERY OFFICE OF THE CMU, ORGANIZED FOR THE FIRST TIME A SURVEY OF MINISTRIES, CENTRAL EXECUTIVE AUTHORITIES AND OTHER GOVERNMENT AUTHORITIES TO DETERMINE THE INSTITUTIONAL CAPACITY FOR TASKS IN THE FIELD OF EUROPEAN INTEGRATION, WHICH INVOLVED 104 AUTHORITIES

IN ORDER TO STRENGTHEN THE CAPACITY OF THE CIIVIL SERVANTS PROFESSIONAL TRAINING SYSTEM, THE NAUCS HAS DEVELOPED RESOLUTION OF THE CMU AS OF SEPTEMBER 10, 2022 No. 1028,

which approved the Provision on the organization of professional training of civil servants, managers of state enterprises, institutions, organizations at the expense of international technical assistance and other forms of international cooperation



In the **Twinning** Work Plan are:

**76** projects, including:

**4** projects – at the stage of implementation;

**16** projects — at the stage of preparation of the Twinning Fiche.

56 Twinning projects – completed.

#### REPRESENTATIVES OF THE TWINNING PROGRAMME ADMINISTRATION OFFICE PARTICIPATE IN 11 EVENTS:

- nine Steering Committee Meetings (monitoring the implementation of Twinning projects) for the National Bank of Ukraine, the Ministry of Economy of Ukraine and the Antimonopoly Committee of Ukraine;
  - meeting regarding the selection and evaluation of proposals for the Administration of the State Service of Special Communication and Information Protection of Ukraine;
    - the annual meeting of National Contact Points for the implementation of Twinning and TAIEX instruments "Institution Building Days - 2022" in Brussels, Kingdom of Belgium.



The European Commission approved **27** applications for participation in TAIEX events

Methodological and advisory assistance was provided to 40 government authorities

Since the beginning of the TAIEX instrument implementation in Ukraine (since 2006), 20 913 representatives of government authorities took part

in 905 events organized within the framework of the TAIEX instrument, among which **177** events were initiated by the European Commission, **728** events were initiated by Ukraine.

representatives of government authorities took part in five international seminars and 19 events initiated by Ukraina (10 expert missions and 9 seminars).



## IN THE TAIEX FORMAT, THE FOLLOWING IS DONE:

- **4** events on the rule of law, migration and security
- **9** events on the consolidation of society and inclusive economy
- **10** events on the consolidation of society and inclusive economy

AS PART OF THE SIGMA WORK PROGRAMME IN UKRAINE, THE FOLLOWING WAS ORGANIZED:

 a meeting of representatives of the NAUCS with representatives of the SIGMA programme regarding expert support in matters of the effective functioning of the civil service institute in the war and post-war periods;

 seminar with the participation of European countries and international technical assistance programmes representatives "Civil service in crisis and post-crisis periods".

As part of the event, the Head of the SIGMA programme Gregor Virant and SIGMA programme experts Lech Marchinkowski and Martins Krievins presented their experience and provided recommendations.



# **NAUCS Priorities**

# for 2023



Involvement of other government authorities in the joint project of NAUCS and EF.

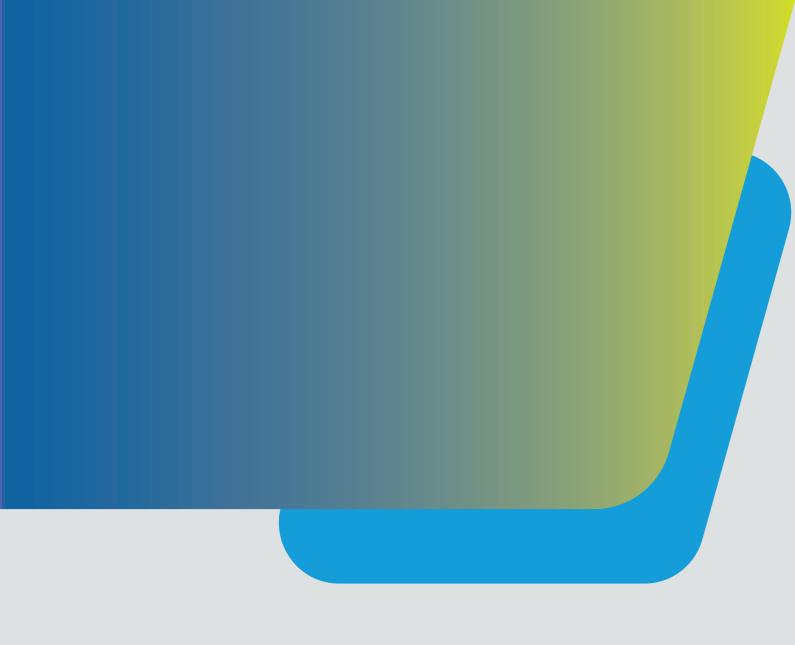
- Development of the High School of Public Governance as a powerful institution for training leaders-managers in Ukraine.
- Training on the basis of the High School of Public Governance of personnel for the de-occupied territories, tempering the values of managerial leadership.
- Development of the functionality of the Human Resource
  Management Information System in government authorities and
  its further implementation in ministries, central executive
  authorities and other government authorities.

Optimization of HR instruments in order to reduce the consumption of human and time resources.

Improvement of legislation in the field of civil service and service in local self-government badies, with approximation to EU standards and norms.

The formation of organizational culture in the post-war period, the value system of the public servants corps.

- Systematic support of public servants in the de-occupied territories, provision of quick consultations and methodical support, creation of proper conditions for their professional training.
- Support of the Law on the introduction of uniform approaches to the civil servants remuneration and the classification of civil service positions in government authorities with the aim of developing new remuneration terms for 2024 based on grades.
- Coordination of the process of civil service positions classification in government authorities.
- Implementation of an experimental project on the application of the Procedure for the formation of the civil servants' remuneration fund in government authority with the aim of introducing uniform and transparent approaches to the planning and distribution of civil servants' remuneration during the adoption of the Law of Ukraine "On the State Budget of Ukraine for 2024".









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