



**CIVIL SERVICE COMMISSION UNDER THE
PRESIDENT OF THE REPUBLIC OF AZERBAIJAN**

**PRIORITIES OF CIVIL SERVICE
MODERNIZATION AND REFORMS
IN THE REPUBLIC OF AZERBAIJAN**



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CSC deals with:

- Participation in **formulation and implementation of the policy** in the field of the civil service and HR;
- Preparation of the **enforcement of standard legal acts** adopted in the area of civil service;
- Civil service **recruitment** on a competitive basis;
- Control over observance of the **ethics conduct rules** by civil servants;
- **Professional development** of civil servants;
- **Performance appraisal** of civil servants.



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Reforms in the field of legislation

- Current legislative basis for civil service is a Law “On Civil Service”
- “Civil Service Code” has been presented to Parliament for adoption
- 12 Laws, 49 decrees and several other legal acts will lose their legal force by adopting of this code
- Some changes was done within the Law “On civil service” (31 may, 2016)



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Further objectives in way of modernization and efficiency

- Classification of civil service positions (Twinning project)
- Adoption of CS code by the Parliament of AR
- Adopting Strategy for the Reform of the Civil Service
- Accepting National Training Strategy of civil servants
- Improvement of the mechanism for formulation of internal reserve staff for managerial positions
- Development of reserve staff for high-level civil service positions



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TRAINING STRATEGY FOR CIVIL SERVANTS

Aims of the strategy

1. Professional development of civil servants
2. Transforming of civil servants from “human resources” to “human capital”
3. Preparation of training modules
4. Determination of training needs
5. Increasing efficiency of state bodies’ activities
6. Increasing motivation and self-development of civil servants
7. Provision of ROI (Return on investment)



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Project within TAIEX (“E-marking”)

- **Planning to implement some exams for evaluation of personal skills of civil servants**
- **Exams can include essay, problem solving, case studies, project management etc.**
- **Aim of the project is to eliminate human influence in this process and provision of fully transparency**



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Performance appraisal of civil servants

Aim of service performance appraisal of civil servant is:

- **To assess** performance of civil servants' duties during the year
- **Fulfillment** of requirement on holding position
- To define **future development** of the employees

Service performance of the civil servant shall be assessed due to the following criteria:

- professional knowledge;
- attitude to the service positions;
- ability to analyze, problem-solving and decision making;
- creativeness and initiative;
- labor discipline
- working experience and sharing such experience
- ability to team-working, sociability, relations between workers.



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In the result of appraisal of civil servant can be:

- to take actions stipulated by the legislation for his/her promotion ,
- to be included to a reserve staff list for holding managerial position.
- to motivational cash awards
- to take relevant measures for improvement of service performance and skills of civil servant;
- appointment to lower positions.

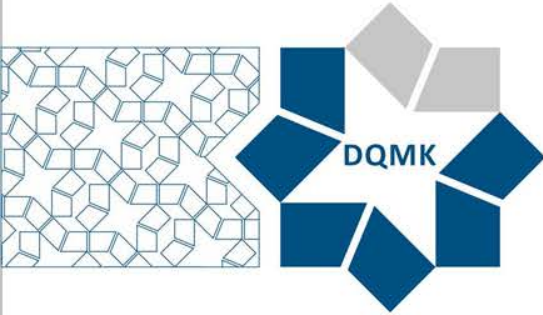


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Professional development of civil servants

- Coordination of the activity of the state bodies in the field of the professional development and additional education of the civil servants;
- Organizing the preparation and additional education of the specialists in the relevant field;
- Assessment of the training needs and adoption of the Training Strategy of the civil servants;
- Organization of the conferences, discussions and trainings in the relevant fields.
- “Strategy Leadership Program” for officials





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Cooperation in the field of civil service

- CSC signed memorandum of understanding with **Turkey, Montenegro, Kyrgyz Republic and Ukraine**
- Aims of these cooperation are experience exchanging, learning application opportunities of other countries'
- Plans on signing new memorandums with **Romania, South Korea, China and Kazakhstan**



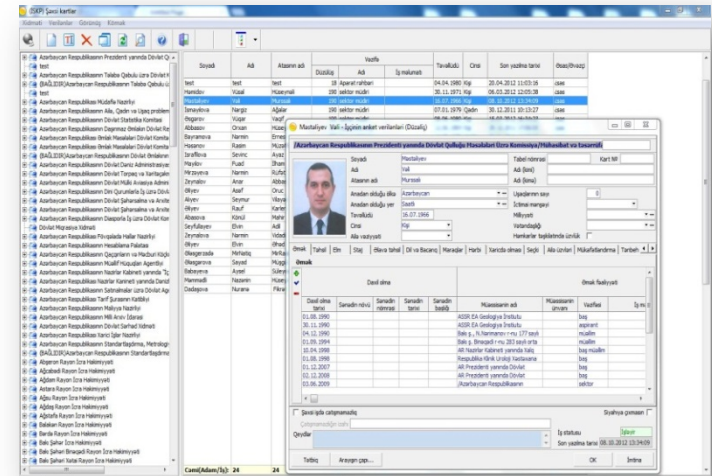


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E-governance & e-service

E-services provided by CSC

- Registration database of civil servants
- Anonym assessment of trainers
- Assessment of interviewers
- Online test examinations
- E-appeals on ethic conduct rules
- Online appeal for test exams





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Thanks for your attention!

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