

2011 - 2015

CIVIL SERVICE ACHIEVEMENTS



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CIVIL SERVICE COMMISSION

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FOREWORD

The Civil Service Commission of the Maldives is entrusted in creating a motivated, competent, modern and professional civil service in the Maldives. With its enactment on October 23, 2007, it has become one of the most dynamic bodies in regulating the government policies for the public. The First Strategic Plan was developed in 2011 to ensure Civil Service Commission's purpose of driving the Maldives civil service towards high performance and modern civil service organizations. This publication highlights the major achievements of the First Maldives Civil Service Strategic Plan 2011 -2015.

Acronyms:

1. CIII: Certificate III
2. CIMA: Chartered Institute of Management Accountants
3. CS: Civil Service
4. CSTI: Civil Service Training Institute
5. HRMD: Human Resource Management & Development
6. MDA: Ministries, Departments, Agencies
7. MOU: Memorandum of Understanding
8. PS: Permanent Secretary
9. UK: United Kingdom
10. ZV: Zinmaadhaaru Verin

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Decentralization

2011

New recruitment software (Civil Service Viuga 1.0) developed which connected the Civil Service Commission with all civil service organizations that had connection from the e-government network.



2012 – 2013

Continuous extension of the connection of Viuga 1.0 between the Civil Service Commission and islands joining the e-government network.

The screenshot shows the 'Permanent Job Request' form in the CS Viuga system. The form is titled 'Permanent Job Request' and includes a 'For family' dropdown menu set to 'ACCOUNTING AND BUDGET'. Below this, the 'Office' is 'CIVIL SERVICE COMMISSION'. The 'Post' is 'ACCOUNTANT (DIRECTOR) - EKL - (SA) 2006.04 (NONE)'. The 'Job Qty' is '1'. The 'Budget Status' is 'Budget Available'. The 'OU' is 'APPEALS COMMITTEE UNIT (EMPLOYMENT RELATIONS)'. The 'Position Level' is 'SUPPORT STAFF'. The 'Job Type' is 'Permanent'. The 'Effective Date' and 'End Date' fields are empty. A 'Remarks' section is at the bottom.

2014



Commencement of development of an extensively decentralized recruitment software.

2015



विद्युत 2.0 - नवोदय

“Viuga 2.0” – A recruitment software with extensive decentralized recruitment provisions launched and operationalized. Civil service organizations carry out the entire personnel management functions through the decentralized software.

Human Resource Development and Training

2011

Mass awareness campaign on civil service regulation 2010 with more than 4146 civil servants attending 124 awareness sessions.

Began Public Lecture Series: “Lecture on Public Service in the 21st Century” by Mr. Stavros Nicoaou Yiannouka (Executive Vice Dean of Lee Kuan Yew School of Public Policy).

2012

Continuation on awareness campaign on civil service regulation with more than 3270 additional civil servants attending 142 awareness sessions.



Civil service induction program booklet published.
Civil Service Training Institute (CSTI) library established.
CSTI's first training directory published and continued annually.



Started conducting annual civil service Training Need Analysis (TNA).
The first retreat of permanent secretaries held with a focus on “Corruption Free Civil Service”.
A competency study aimed at analyzing the required skill sets of civil service GS level (General Staff) conducted.
HRMD committee formed in all Ministries/Departments/Agencies (MDA).

2013

Based on the competency study, additional programs including the Diploma in Public Administration and Management Course, Certificate III (CIII) in Office Administration Course and English Language for Executive Program commenced.

A total of 66 training programs conducted and 1838 civil servants trained.



Public Lecture Series 2013: “International Financial Reporting standards for Small and Medium Enterprises” by Mr. Sanath Fernando, Chartered Accountant and a fellow member of the CIMA of UK.

Development of visual aids for civil service induction program.

Developed and commenced Executive Recruitment Examination for Permanent Secretary level posts.

2014

Started to conduct CIII Programs in the Atolls.



A total of 89 short term training programs conducted and 3943 civil servants trained.



A competency study aimed at identifying the required skill sets of supervisory level staff of civil service conducted.

Capacity developed at CSTI to formulate curriculum for selected supervisory level training.

Initiated developing a CS Training Policy.

Extension of the Executive Recruitment Examination for the most senior posts of atoll and island councils.



2015

Diploma in Public Administration and Management Course commenced in the atolls.

E-learning Program
commenced.



Council Administration skill set training modules
of atoll/island council administrators developed.

Civil Service
Training Policy
introduced.



Civil Service Training Institute website launched.

Online application system introduced to apply for training programs at CSTI.

Commenced civil service entrance examination (Civil service ah vanumah dhevey imthihaan) – 144 -individuals sat the examination from three locations.

“Training BUZZ” – monthly newsletter focused on training publicized.



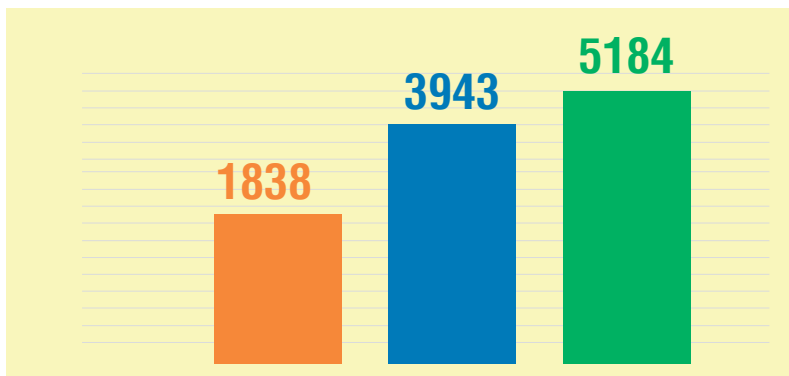
Public Lecture Series 2015: 4 lectures – “Political Administrative Alignment” by Mr. Peter van de Pol Senior Advisor for UNDP Global Centre for Public Service Excellence, Singapore; “How to think Clearly” by Professor Hassan Ugail; “An Evening with Professor Hassan Ugail” and “International Experience with Government Performance Management” by Professor Prajapati Trivedi.

The retreat of permanent secretaries held with a focus on “Service Delivery”.



Civil service induction program toolkit revised and published.

A total of 175 training programs conducted and 5184 civil servants trained.



Year

2013

2014

2015

Modernization and Innovation

Civil service innovation award introduced in 2012



2012 Award Winners

National Centre for
Information Technology

Ministry of Islamic Affairs

Laamu Ihahdhoo School

Ministry of Education

Centre for Continuing
Education

2014 Award Winners

Ministry of Home Affairs

Secretariat of the
Dhaandhoo Council

Dhaal Atoll Education
Centre

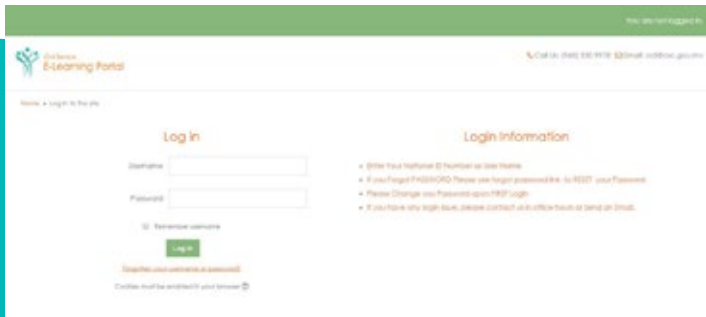




**“Civil Service
Conference 2014:
Building a service
oriented civil service”.**



Developed and customized Moodle to integrate modern Learning Management System (LMS) features, introduced in 2015.

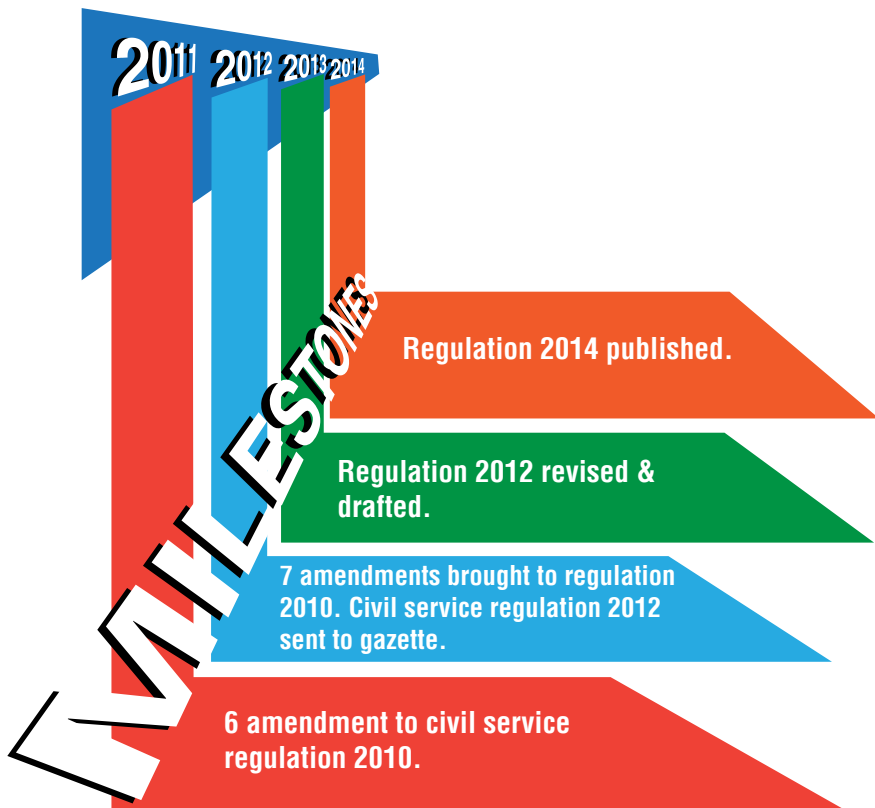


Civil Service
Reform Manual
2015 introduced.



Information dissemination by Civil Service Commission through social media launched in 2014.

Revised civil service regulation



Sector-specific staff regulations introduced for Department of Penitentiary and Rehabilitation Services (2012), Immigration Officers (2013), Aviation Security Command (2013) and Meteorological Service (2014).

Organizational Development and Performance

2011

Job evaluation of selected civil service organizations conducted.

Commencement of compliance audit in civil service organizations. A total of 19 civil service organizations audited from 2011 to 2015.

2012

Formulation of standards and guidelines for “Maldives Civil Service Occupational Classification System”. A total of 12 job cadres developed from 2012 to 2015.

Comprehensive organizational review of 14 ministries conducted.

A multi-source appraisal (360-degree performance appraisal) system established for permanent secretaries and atoll councils’ Zinmadhaaru Verin (ZV).

2013

**Revised recruitment policy for administrative and technical jobs published.
Management audit commenced: Toolkits developed and 42 auditors trained.**



2014

**Recruitment policy for Permanent Secretaries revised.
Development of sector-specific recruitment policies initiated for Teachers, Immigration Officers and Foreign Service.**

Performance-based civil service bonus introduced and continued in 2015.
Management (“spot”) audit conducted in 10 ministries.



2015

Continuation of sector-specific recruitment policies:
Introduced for atoll/island councils' Zinmadhaaru Verin (ZV).

Recruitment Policy for administrative and technical jobs revised and published.



Institutionalization of Management Audit:
Comprehensive management audit of 2 ministries conducted, a further 32 auditors trained, audit framework and toolkit revised.



Strategic Planning Research and Development

**Maldives Civil Service Strategic Plan
(2011-2015) launched in 2011.**





Introduction of the concept of Foresight:

Workshop on Strategic Foresight: Maldives Civil Service in 2020, 3-4 March 2015.



Workshop on Visioning: Maldives Civil Service in 2016 -2020, 17 – 18 May 2015.



International Cooperation

2011

MOU signed with Sri Lanka Institute of Development Administration.
Capacity Building Program for ZV's on Effective Local Governance, Sri Lanka (2-15 Oct 2011).

Positive attitude and Positive thinking workshop (26-28 Aug 2012).



**MOU signed with Asian
Institute of Technology,
Thailand.**



**MOU signed with Singapore
Civil Service College.**





2012



AGPA/IIAS

Asian Group
for Public Administration



Lee Kuan Yew
School of Public Policy

MOU signed with Lee Kuan
Yew School of Public Policy,
Singapore.
Second Annual Conference
of Asian Group of Public
Administration (AGPA) held in the
Maldives.

2013

Leadership Training
Programme of
Permanent Secretaries
held in Singapore.



2014

**MOU signed with
Administrative Staff College
of India.**

**Seminar on Human Capacity
Building for the Civil Servants
of Maldives, Beijing, China
(28 Nov - 8 Dec 2014).**



2015



MOU signed with Chinese Academy of Governance.

Workshop on Public Administration for Executive Secretary Generals of Maldives, Phase I, China (20 – 26 April 2015).

Workshop on Public Administration for Executive Secretary Generals of Maldives, Phase II, China (28 Oct - 4 Nov 2015).



Other milestones

Civil Service Day:

Kids play-day (2013, 2014).



Badminton tournament (2012, 2013, 2014, 2015).



Open day (2012, 2013).



120 meetings of Civil Service Advisory Committee held from 2011 to 2015.



**618 meetings of Civil Service
Commission held from 2011-2015.**



Visit by Civil Service Commission members to meet civil servants in the atolls.



**Continuous collaboration and interaction
with international partners and local bodies.**



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