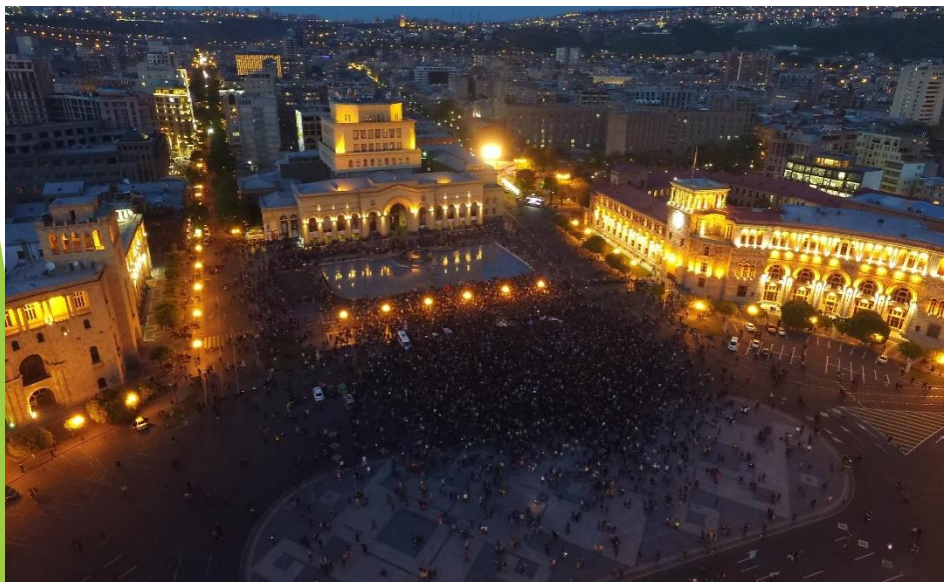




The Civil Service System in the Republic of Armenia



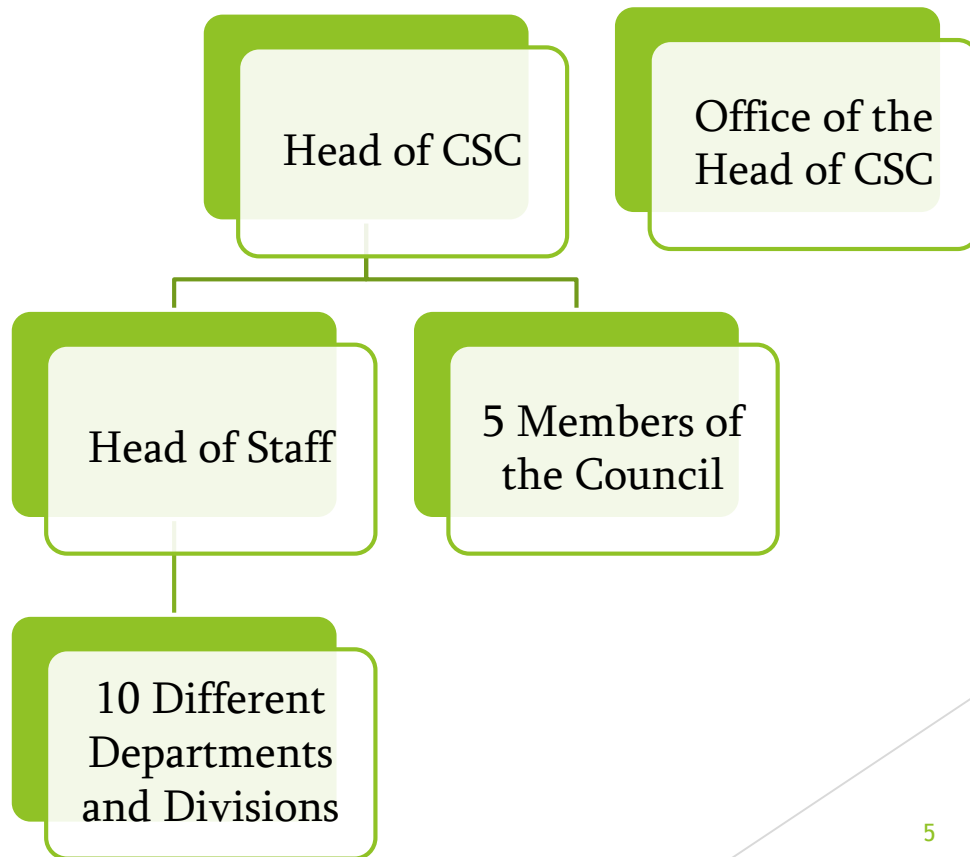
Introduction to the Civil Service System in RA

- On December 4, 2001 the National Assembly of the Republic of Armenia officially adopted the Law on Civil Service.
- Main goals
 - Create a merit based recruitment system
 - Create professional civil service with a sense of integrity and service delivery
 - Provide for and protect the legal rights of civil servants
 - Combat corruption and politicization of the public service

The Civil Service Council (CSC)

- ▶ According to the Law on Civil Service, the CSC was created in order to:
 - ▶ Inforce the Law on Civil Service
 - ▶ Implement a unified state policy for civil service
 - ▶ Introduce a well-functioning civil service system

The CSC Organizational Chart



The Civil Service Council of RA 2001 – 2018

- ✓ Independent
- ✓ Centralized civil service
- ✓ Recruitment, selection
- ✓ Framework mandatory training of civil servants
 - ✓ Attestation

Changes in the Civil Service Law and Regulations

EU SIGMA Assessment of the RA CS system

New Conception

New Strategy

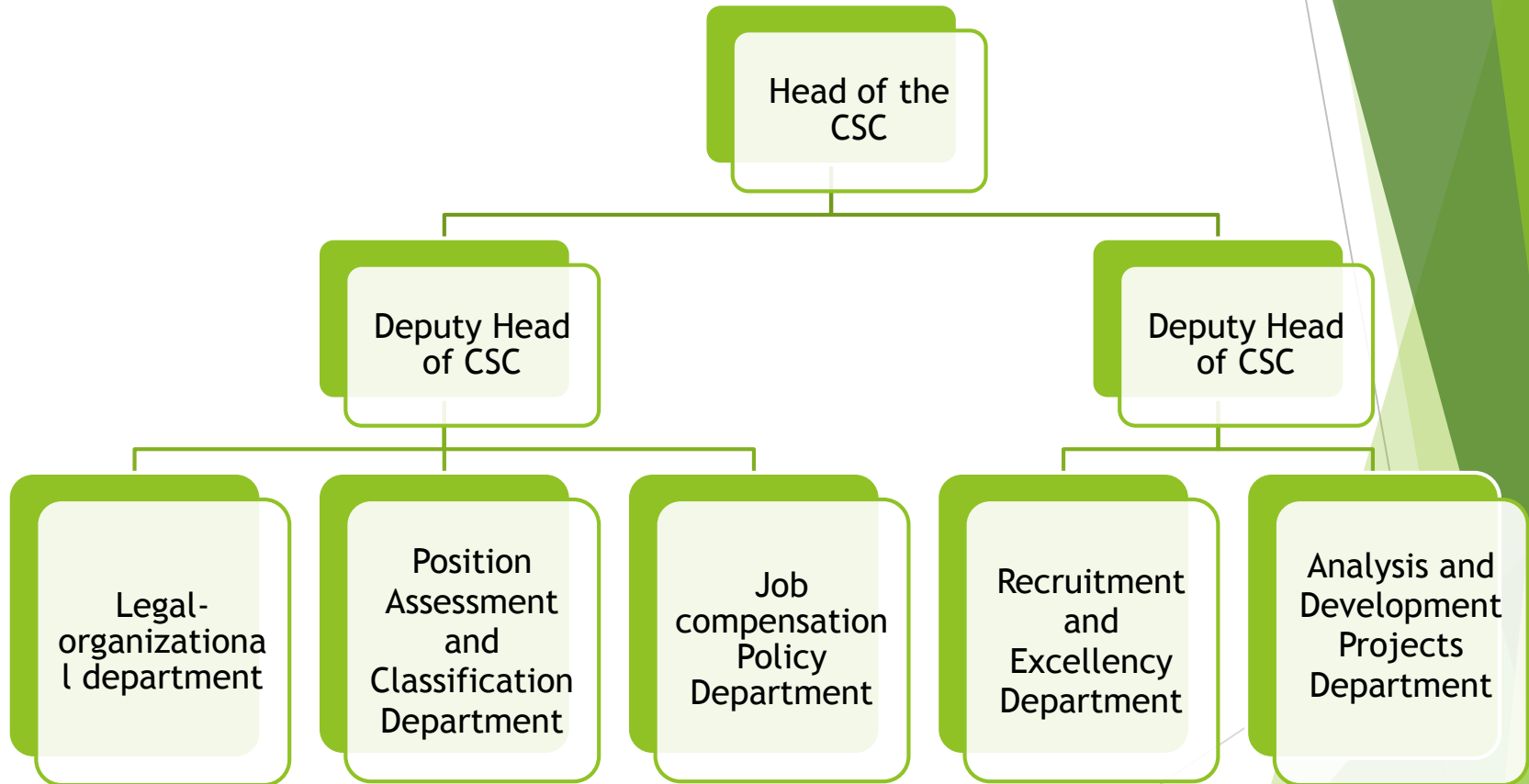
New Law

(In force since July 1st, 2018)

The new Civil Service Office is in the RA Prime Minister's Office 2018 – up till now

- ▶ Decentralized civil service
- ▶ Recruitment, selection by the bodies
- ▶ Individualized training
- ▶ No attestation
- ▶ Responsible for developing legal acts
- ▶ Advisory and methodological role for the bodies

The Civil Service Office Organizational Chart



Civil Service System Governance

The CS Council 2001 - 2018

The operation of the Law
extended to **46** state
bodies

The CS Office 2018 – up till now

The operation of the
Law now extends to **72**
state bodies

Job Classification of the Civil Service

Types of CS Positions 2001 – June 2018

- ✓ Highest Civil Service Positions (Subgroups 1 and 2)
 - ✓ Chief Civil Service Positions (Subgroups 1,2,3)
- ✓ Leading Civil Service Positions (Subgroups 1,2,3)
- ✓ Junior Civil Service Positions (Subgroups 1,2,3)

Types of CS Positions –from July 1st, 2018

- ✓ Managerial positions (Subgroups 1-5)
- ✓ Specialists' Positions (Subgroups 1-8)

Roster and Service Investigation

Civil Service Council 2001 - 2018

The **Roster** of Civil Service positions was prepared by the CSC.

Civil Service Office 2018

The **Roster** of Civil Service positions are prepared by the Corresponding Body, whilst the monitoring is done by the CSO.

Civil Service Council 2001 - 2018

The entire process of **Service Investigation** was conducted by CSC.

Civil Service Office 2018

The entire process of **Service Investigation** is conducted by Corresponding Bodies.

Civil Service Personnel Reserve

Civil Service Council of RA 2001 - 2018

- ✓ The Civil Service Personnel Reserve was conducted and monitored by CSC.
- ✓ Personnel Reserve was divided into Long-term and Short-term lists.

Civil Service Office of the Office of the RA Prime Minister 2018 – up till now

- ✓ The Civil Service Personnel Reserve is conducted and monitored by Corresponding Bodies.

Recruitment

Civil Service Council 2002-up to 2018

Senior Civil Service Position

Chief Civil Service Positions

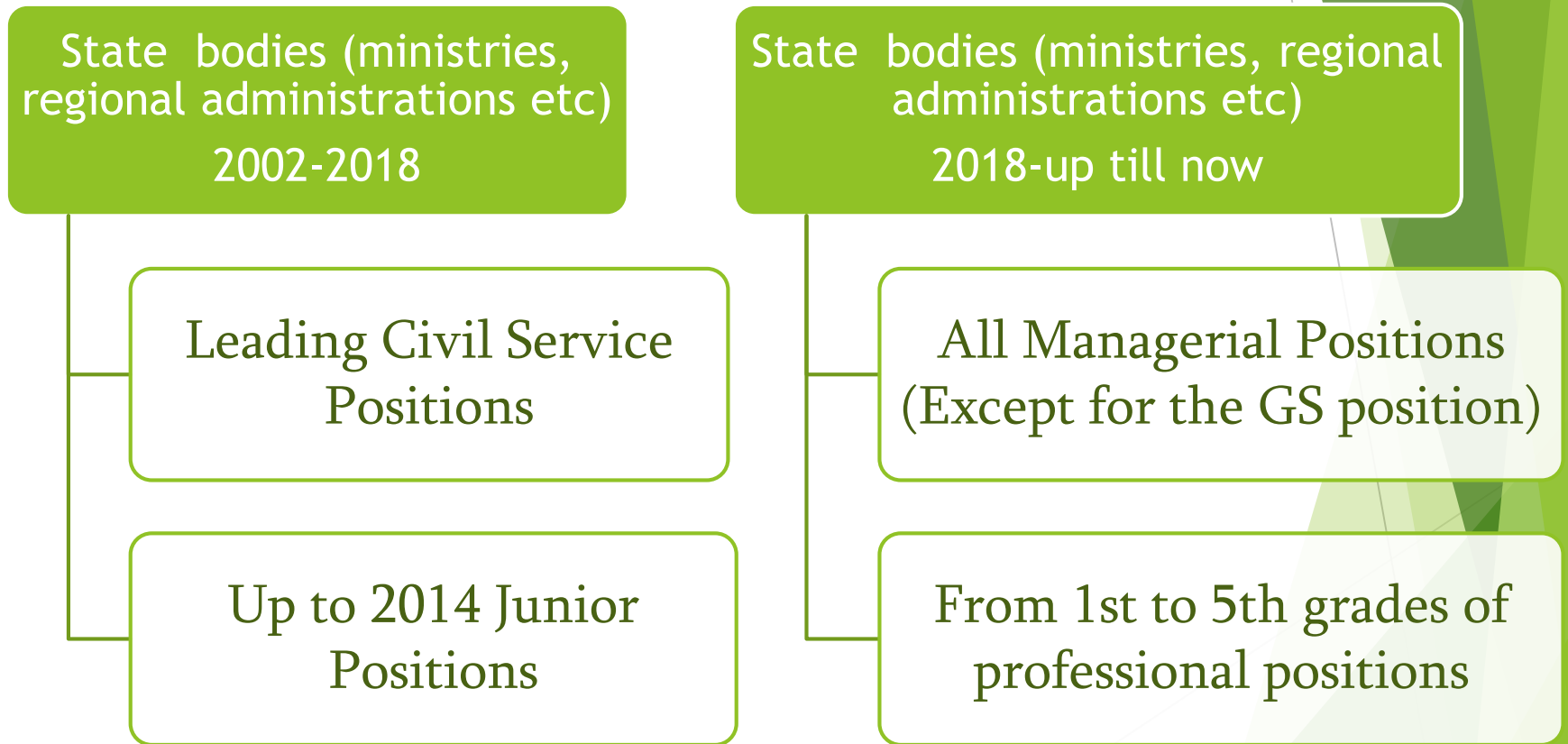
Certification for the Junior
Civil Service Positions (Started
from 2014)

Civil Service Office 2018-up till now

General Secretary's Position
(Managerial Senior Position)

Candidates for the rating
list (6th, 7th and 8th grades of
the Specialists' positions)

Recruitment *vested on the State Bodies*

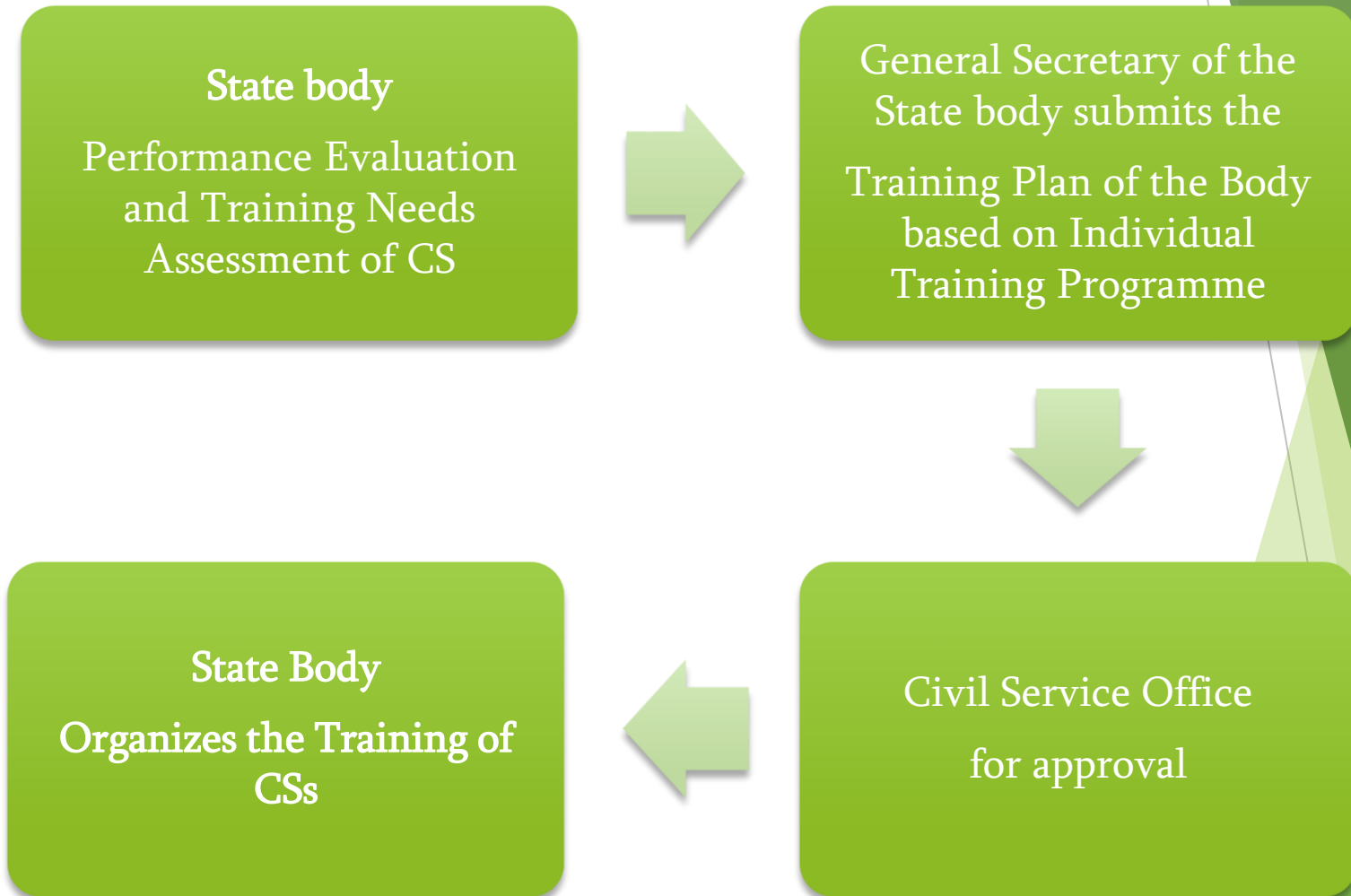


Training program

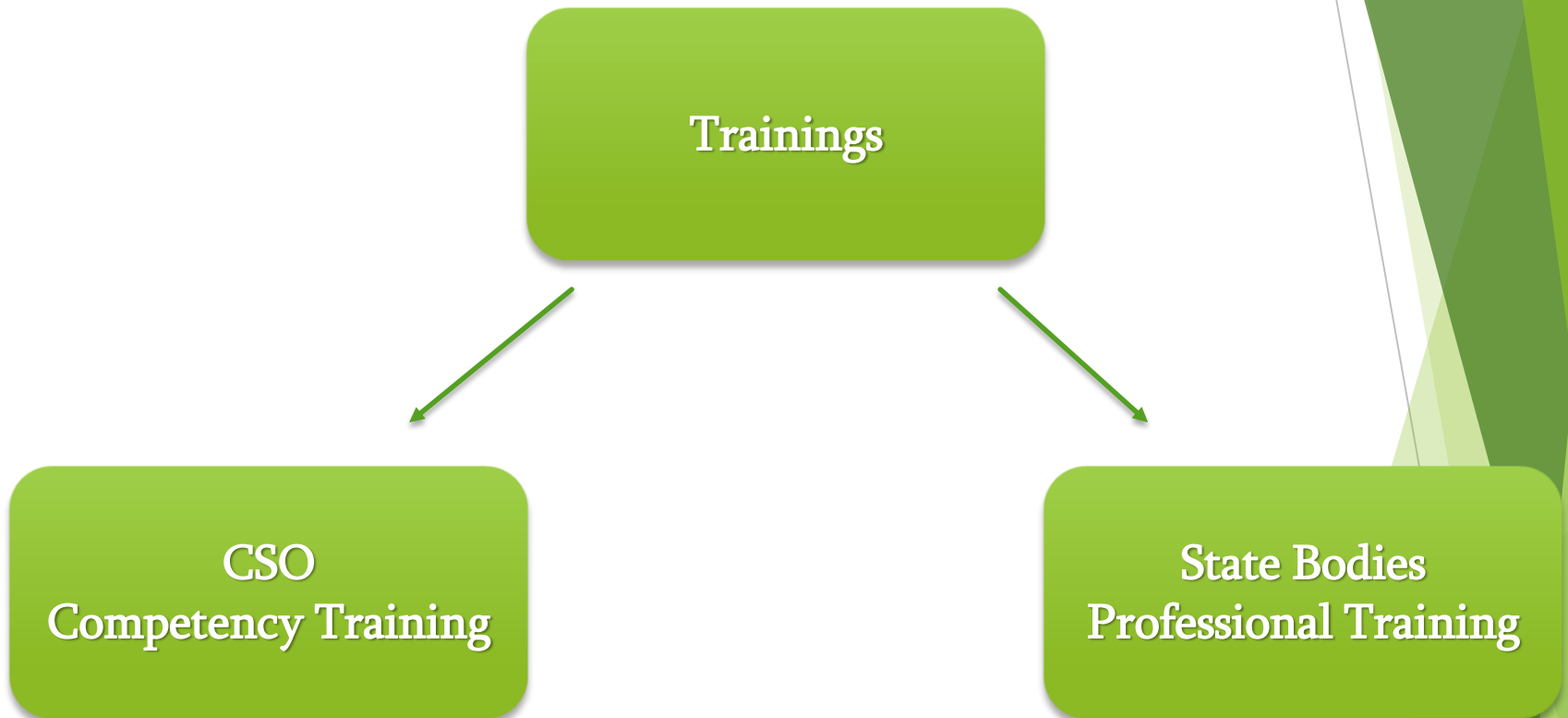
Civil Service Council of RA 2001 - 2018

CSC cooperated with external training institutions to organize and coordinate the training procedure of the civil servants. CSC approved the list of institutions/the candidacy of trainers and the syllabus of the civil servants.

The Training Process Now



Types of Training



New tools added and enriched in the new Law on CS

- ▶ Types of Positions
- ▶ New Position Classification tools
- ▶ Competency & Specialized Knowledge
- ▶ Rating lists
- ▶ Procedure of Swap, Transfer or Secondment
- ▶ Performance Evaluation, Individual Training Plan
- ▶ Internship
- ▶ HRMIS

Human Resources Management Information System HRMIS

- ▶ Big initiative
- ▶ Centralized system with front-end & back-office
- ▶ Friendly usage for civil servants
- ▶ All processes electronic
- ▶ E-Application for Positions
- ▶ Access to information for citizens
- ▶ Talent acquisition
- ▶ Provision of opportunities through a holistic network approach

Function	CS Office		CS Council	
Number of bodies the CS Law extends to	72		45	
Recruitment	CS Office	Bodies	The Council	Bodies
	<ul style="list-style-type: none"> ✓ General Secretary ✓ Specialists' Positions (6-8) based on the rating list 	<ul style="list-style-type: none"> ✓ Managerial Positions 1-5 ✓ Specialists' positions (1-5) 	<ul style="list-style-type: none"> ✓ Highest CS Positions (Subgroups 1 and 2) ✓ Chief CS Positions (Subgroups 1,2,3) ✓ Junior CS Positions (Subgroups 1,2,3) From 2014 	<ul style="list-style-type: none"> ✓ Leading CS Positions (Subgroups 1,2,3) ✓ Junior CS Positions (Subgroups 1,2,3) Before 2014
Training	<ul style="list-style-type: none"> ✓ Competency based training 	<ul style="list-style-type: none"> ✓ Organize based on Performance Measurement ✓ Individual Programmes 	<ul style="list-style-type: none"> ✓ Organized mandatory/ centrally 	-
Personnel Reserve	<ul style="list-style-type: none"> ✓ 	<ul style="list-style-type: none"> ✓ Run on HRMIS 	<ul style="list-style-type: none"> ✓ Was ran centrally by CSC 	-
Roster	<ul style="list-style-type: none"> ✓ Monitoring 	<ul style="list-style-type: none"> ✓ Preparation 	<ul style="list-style-type: none"> ✓ Preparation ✓ Monitoring 	-
Service Investigation	-	<ul style="list-style-type: none"> ✓ Entirely Conducts 	<ul style="list-style-type: none"> ✓ Entirely conducted 	-

Legal Acts

- ▶ The RA Civil Service Law (2018)
- ▶ The RA Public Service Law (2012)
- ▶ The RA Law Regulating the Administrative Legal Relations (2004)
- ▶ Law on Remuneration of Persons Holding State Positions and Public Service Positions. (2014)
- ▶ Law of RA on the Fundamentals of Administration and Administrative Procedure