Public Service Management System in LITHUANIA

2005
Country Context

- **Population:** 3,600,000
- **Area:** 65,200 km²
- **Ethnic groups:** Lithuanian 80.6%, Russian 8.7%, Polish 7%, Belarussian 1.6%, other 2.1%
- **Independence:** March 1990
- **Entry into the European Union:** May 2004
Government Structures

- **Constitution**: adopted 1992
- **Government type**: parliamentary democracy
- **Administrative divisions**:
  - 10 counties
  - 60 municipalities
- **Executive branch**:
  - **Head of State**: President of the Republic of Lithuania
  - **Cabinet**: Council of Ministers
13 Ministries

- Agriculture
- Culture
- Defence
- Economy
- Education and Science
- Environment
- Finance
- Foreign Affairs
- Health
- Interior
- Justice
- Social Security and Labour
- Transport and Communications
Central Agencies

- European Law
- Information Society Development
- Communications Regulation
- State Data Protection
- Statistics
- National Minorities and Lithuanians Abroad
- Archives
- Nuclear Safety
- Public procurement
- Lithuanian Weaponry Fund
- etc.
- CSD- Central Agency of the Public Service Management
The articles of the Constitution of the Republic of Lithuania which concern civil service

Constitution of the Republic of Lithuania defines substantial basics of civil service organization:

• State institutions shall serve the people (article 5 part 3);
• Citizens shall have the right to enter into the State service of the Republic of Lithuania under equal conditions (article 33 part 1);
• All persons shall be equal before State institutions and officials (article 29 part 1);
• The citizen shall have the right to obtain any available information which concerns him from State institutions in the manner established by law (article 25 part 5).

Constitution of the Republic of Lithuania
The Development of Civil Service in Lithuania

- On April 4, 1995 The Law on the Officials was adopted by the Seimas

  Civil Service Division in the Ministry of Public Administration Reforms and Local Authorities;

- On July 30, 1999 The Law on Civil Service came into force. It was applied to 330 thousand public servants and public employees

  Civil Service Departament in the Ministry of Public Administration Reforms and Local Authorities;

- On April 23, 2002 The Law Amending the Law on Civil Service was adopted by the Seimas. It is applied to 55 thousand civil servants

  Civil Service Departament in the Ministry of the Interior;

- Up to now 27 acts of secondary legislation have been adopted.
Features characterizing the model of Lithuanian civil service

- Possibility of recruitment to any position
- No special education is required
- Maximum age – 62,5 years old
- Expendable former experience in the civil service
- The Law on Civil Service defines the system of remuneration
- Remuneration depends on the category of the position
- Possibility of promotion
- Assignment to a position is termless
- There is no special pension system
- Service is regulated by the Law on Civil Service and secondary legislation
The general management of the civil service is performed by:

- The Government:
  - Implements the policy of the civil service
  - Performs other functions of the general management of civil service laid down by CSL and other legal acts

- The Minister of the Interior:
  - Submits draft legal acts related to the civil service to the Government
  - Co-ordinates the control of the implementation of CSL and related legal acts
  - Performs other functions of the general management of the civil service determined by CSL and other legal acts

The civil service department:
- Controls the implementation of legal acts
- Implements the objectives set by the Government
- Guarantees the integrity of the system
Civil Service Department’s role in the civil service management

The Government

Approves by the Order:
* Training programs for civil servants
* Evaluation Commissions of head of institutions, auditors, members of institutions’ evaluation commission and civil servants of 18-20 categories

Civil Service Department

In 880 agencies of public administration:
- controls the implementation of the Civil Service Law and the legal acts related with this law, analyzes the problems, administers the register of civil servants,
- prepares and provides information on civil service, methodological aid to institutions and agencies

In 58 qualification improvement agencies:
- supervises training

Drafts and submits:
- projects of laws which concern civil service;
- orders of minister,
- resolutions of the Government,
- laws, their amendments and substitutions
- projects of reports on implementation of Governmental assignments,
- reports on implementation of the Law on Civil service
- reports on activities of Civil Service Department

Submits assignments while implementing policy of civil service and other functions of general management

Minister

Submits assignments for implementation

Coordinates control of implementation of Law on Civil Service, etc.
Lithuanian civil service is formed of:

880 state and municipal institutions and agencies, divided into 6 groups of remuneration

**THE SEIMAS**
- Office of the Seimas (1)
- Institutions Accountable to the Seimas (15)
- Courts (68)
- The Prosecutor’s Office (2)
- Local authorities (118)

**THE PRESIDENT**
- Institution of the President (1)
- Institutions Accountable to the President (2)

**THE GOVERNMENT**
- Office of the Prime Minister
- Agencies of the Government (170)
- Representatives of the Government (10)
- Governor’s Administrations of Regions (10)

**Ministries** (13)

**Agencies under the ministries** (469)

**NOTE.** Numbers of institutions are indicated in brackets.
Lithuanian civil service consists of:

55 thousand civil servants, 35 thousand of them are statutory (police, border control, etc.) civil servants.

NOTE.
The data of charts does not include the statutory civil servants.
In civil service work:

- Politicians
  - Law on Civil Service

- Heads of institutions
  - Law on Civil Service

- Civil servants of political (personal) confidence
  - Law on Civil Service

- Career civil servants

- Employees working under labour contracts
  - Labour Code of the Republic of Lithuania
Medium statistical civil servant

Age: 42,6 years old
Years in employment in civil service: 8 years
Education: 65% have higher university education
Knowledge of languages: out of 100 civil servants

- 67 – speak Russian fluently
- 38 – speak English fluently
- 20 – speak German fluently
Civil Service Department

Founded:
Civil Service Department under the Ministry of the Interior was founded on December 1, 2002 in accordance with the Resolution of the Government.

Regulations:
They were approved by the Order of the Minister of the Interior of November 25, 2002.

Legal Status:
Civil Service Department under the Ministry of the Interior is a budgetary institution that performs the functions of civil service management.
Mission

The mission of Civil Service Department under the Ministry of the Interior is to participate in creating a professional as well as efficient civil service and to ensure the implementation of the Law on Civil Service and the legal acts related with this law.
Vision

Until 2010 years Civil Service department will become the main instrument implementing modernisation of civil service while seeking to serve public interests. It will be created a mature Lithuanian Civil Service, adequate to the norms and traditions formed in the European Union states.
Strategical objectives

- Use of Public relations strategy to ensure inter-institutional cooperation
- Increase the professionalism of Lithuanian civil service
- Improvement of legal acts and control of their implementation
- Optimization of human resources management
- Improvement of Civil service department capabilities
At the beginning of 2003 there were 14 civil servants in the department;
At the beginning of 2004 there were 21 civil servants in the department;
At the beginning of 2005 there were 26 civil servants in the department;
Projects and short-term works implemented by the Civil Service Department

- Implement Phare Twinning Project: „Development of civil service management while strengthening administrative capability of the Civil Service Department under the Ministry of the Interior“;
- Improve laws regulating civil service;
- Keep creating mechanism of control of implementation of the Civil Service Law and supervision of the civil service activities;
- Finish reorganization of the registry of Officials to the registry of Civil Servants;
- Keep creating and inculcating the informational system of Civil Service management;
- Form a system of civil service public relations;
- Seek that citizens should be fully informed about civil service activities and that CSD should get feedback information. To issue newsletter called ”Civil Service Actualities“.
Thank You for Your attention