


Ref 5	Project title		<i>Capacity Building Human Resources Management Agency and line Ministries Republic of Montenegro, Serbia and Montenegro</i>					
Name of legal entity	Country	Overall project value (EUR)	Proportion carried out by legal entity (%)	No of staff provided	Name of client	Origin of funding	Dates (start/end)	Name of partners
	Serbia and Montenegro Rep. of Montenegro	2,435,940.00	25 %	2 st/t int. expert (12 m/m)	Ministry of European Integration, Human Resources Management Agency	European Agency for Reconstruction	2005 (Dec.) - 2008 (January)	Eurecna (I), IEP (G), EuroZeta (Serbia and Montenegro)
Detailed description of project					Type of services provided			
<p>The purpose of the project was to improve efficiency and professionalism of the public service through both, the implementation of the civil service legislative framework reinforcing the two department of the HRMA dealing with training and development and the IT as well as with the specific reinforcement of administrative capacity inside the Ministry of EU integration and International Economic Relations.</p> <p>The project had two main components: 1. civil service and 2. EU integration. Under the first one, the technical assistance that was provided mainly enhanced transparency in the recruitment and management of civil servants and increasing professionalism through training. Under the second one, the technical assistance focused on developing Ministry of EU integration capacity to deal with assistance programmes and community programme as well as raised awareness of EU integration amongst the administration system and the general public.</p> <p>The project has built upon results achieved through th previous EAR projects in the same field and ultimately assisted the Government in the timely implementation of part of its Public Administration Reform agenda as well as in the implementation of the European partnership objectives on the road to Europe</p>					<ul style="list-style-type: none"> • assist the HRMA and the Ministry of Justice in reviewing civil service legislation based on the first implementation experience and in developing civil service secondary legislation; • assist the HRMA in developing selection criteria, recruitment and selection procedures, standards for assessment, occupational testing, standardised interview structures and in delivering training for interviewers; • assist the HRMA in developing grading and job classification methodologies, appraisal and promotion procedures; • training the staff of the HRMA department for training and human resources development and the staff of the HRM units of administration bodies in assessing training needs, developing curricula in cooperation with ministries, delivering training in training methodology and techniques as well as in some basic training subjects, organising and backstopping training courses in all general areas of public administration; • assist the HRMA in coordinating all training delivered to the public administration in Montenegro; • train the staff of the HRMA department for training and human resources development on how to contract out training delivery when necessary; • assist the HRMA in developing options for continuation and/or alternative solutions to sustain a young professional programme • assist the HRMA in developing options/methods for payment of civil servants training; • assist the HRMA department for Personnel Information System in implementing the IT strategy; • assist in preparing technical specifications in compliance with EC regulations for a supply open international tender; • assist in monitoring that IT equipment is being deployed and operated in the most appropriate way and training components where foreseen are being effectively delivered; • assist in setting up, extending and maintaining an intra-net covering a variety of ministries and administrative bodies in different locations, with already existing hardware and software as well as already existing smaller computer networks; • assist the Personal Data Protection Authority in strategy development, preparation of the legislation and procedures regarding Personal Data Protection; • train the IT staff in maintaining and possibly updating the system; • train the HRMA staff including HRM units in Ministries and governmental bodies in IT applications; • train the staff of the Ministry of EU integration and International Economic Relations, including the staff of European integration units inside line ministries, in design and management of CARDS programmes and projects as well as on neighbourhood programme rules and procedures; • provide technical assistance to the Ministry of EU integration and International Economic Relations in making an extensive research on community programmes that have been opened to Montenegro.; • assist in developing the capacity of the existing administrative structures to match the requirements of the selected recommended community programmes; • provide technical assistance to the Ministry of EU integration and International Economic Relations in order to revise, if necessary, and implement the EU communication strategy in cooperation with line Ministries. 			