

**To Mr. Ianus ERHAN
Secretary of State of MIA**

[handwritten: *Reported, 07.02.2020, /signature/*]

REPORT

The General Police Inspectorate is in full process of implementation of budgetary support for the Police Reform, according to the Financing Agreement no. CRIS: ENI/2015/038-144, concluded between the Republic of Moldova and European Union, as well as implementation of the Police Development Strategy for the years 2016-2020 and related Action Plan, approved by the Government Decision No. 587 as of 12.05.2016.

The actions described in this report, examined in their complexity, come to implement the provisions of the above mentioned acts, having as principles the optimization of processes, rational use of human, financial and time resources.

The intransigent realization of the policy matrix regarding the implementation of the budgetary support for the Police reform, constitutes the conditionality for the disbursement of fixed and variable tranches to the state budget.

Under the provisions of the Policy Matrix, for the year 2019, as a performance criterion is established the application, by all regional human resources units, of a unique procedure of human resources management, established as a means of verification: a) the single Manual of HU for the Police and b) the Mission Report of inspection of the selected HR units.

In this context, for the uniform application of practices in the process of resource management, the unique Manual of human resources has been developed. This document was approved by the Order of the Ministry of Internal Affairs No. 646 as of 09.10.2019 and it represents a set of activities, carried out at organizational level, which allow the most efficient use of individuals and management of processes related to the human resources.

This manual is structured in 5 chapters and highlights the priority areas that need to be on the agenda of officials within the human resources units, as follows:

- Planning of the necessary human resources;
- Human Resources Management Process;
- Management of Performance;
- Development of Human Resources;
- Social insurance, motivation of staff and duties of human resources.

The need to draw up the Manual derives both from the commitments made under the Financing Agreement and from the institutional need to unify the multitude of existing normative acts in this respect, so that it would be a practical and useful tool, for the officials of the human resources units.

Taking into account that, at the level of the Ministry of Internal Affairs, there are many institutional/national normative acts that regulate the human resources management both for

civil servants with special status and for the public servants without status, the uniformization of regulations of acts mentioned come to facilitate the process of management of human resources by the staff operating in this area.

At the same time, the unique manual of human resources was developed to be an effective source of information for the employees of MIA subdivisions, as well as for society, on matters related to Human Resources Management.

For informing the employees of the Police department about the provisions and contents of the Manual the Provision of the General Police Inspectorate No. 605 as of 22.11.2019 on the organization of the seminar “The unique Manual of Human Resources Management” was issued in order to enhance the capacities and competences of employees of human resources services. In accordance with the requirements of this provision there were organized two training sessions for the employees of human resources units (*100 employees, of whom 65 women and 35 men*), which has offered the opportunity of an interactive education, based on the analysis of the legislative and well-defined normative framework for the implementation of the mission of the national Police, with sustainable mechanisms of conducting the staff procedures.

The training was carried out by the co-authors of the Manual, an interactive one, based on the data, information and processes within the delegating authorities, correlated to the contents of the single human resources Manual. During the training sessions there were discussed and analyzed information at the departments: Human Resources Management Process; organizational design and structure; the staff and job description; analysis of staff needed at work; records of human resources and development of human resources.

The first training session was organized within the General Police Inspectorate on 27.11.2019 for the employees of 23 specialized and territorial units of the Police (National Inspectorate of Investigations, National patrolling Inspectorate, PD of Chisinau mun, PI Anenii Noi, PI Bender, PI Calarasi, PI Causeni, PI Criuleni, PI Dubasari, PI Hincea, PI Ialoveni, PI Stefan-Voda, PI Orhei, PI Nisporeni, PI Straseni, PI Ungheni, PD of ATU Gagauzia, PI Basarabasca, PI Taraclia, PI Cimislia, PI Leova, Cantemir, PI Cahul);

On 27.11.2019 at the PI Balti of GPI, for the employees of 15 territorial units of the Police, (PI Briceni, PI Balti, PI Donduseni, PI Drochia, PI Edinet, PI Falesti, PI Floresti, PI Glodeni, PI Ocnita, PI Rezina, PI Riscani, PI Singerei, PI Soroca, PI Soldanesti, PI Telenesti) the second session was organized

Taking into account the importance of the document at the institutional level, as well as its orientation towards a modern, active and intelligent administration of human resources management processes, the study of the single Human Resources Management Manual was included in the job specialized training for 2020, thus ensuring the facilitation of development of competences and solid skills and relevant to the area of activity of the employees.

In addition, it was provided a reasonable period for studying and applying the Manual at the job in order to assess and measure the impact of implementation of this document.

In order to assess the level of understanding and application in the staff procedures, the Provision of GPI no. 46 as of 31.01.2020 was issued. It establishes the movement to some police subdivisions in order to assess the single procedure of human resources management, the recruitment process and the methodical and practical aid. In the context of this exercise

Translation from Romanian into English

it will be possible to draw up a comprehensive report that would highlight the strengths and vulnerabilities on which the institution follows to focus its efforts for the next period.

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