

TRAINING BUZZ

IN THIS ISSUE

1st Quarter highlights 2014
2nd Quarter highlights 2014
3rd Quarter highlights 2014
Topic of the Month
Civil Service Regulation 2014
Training Gallery



Civil Service Training Institute

About CSTI: Civil Service Training Institute (CSTI) is dedicated to help shape the public service by establishing a mechanism to train, learn and develop the government employees and establish a career based system for the Civil Service. Our primary focus is on the public service which comprises different ministries and other government offices throughout Maldives.

1st Quarter highlights 2014

January 2014

- Training Directory distribution
- Awareness sessions for 113 batches on Sexual Harassment Program (total 2078 participants)
- Graduation of CIII in Office Administration–Batch 1
- Started Diploma in Public Administration and Management–Batch 2
- Started CIII in Office Administration–Batch 2
- Started CIII in Financial Administration–Batch 1
- Phone conference with all ZVs regarding 2014 trainings
- Conducted 8 Corporate training sessions in Male'

February 2014

- Conducted trainings at Gdh Atoll islands
- Conducted 11 Corporate training sessions in Male'

March 2014

- Conducted Corporate training sessions in Male'
- Conducted 7 batches of "Finest Service Delivery"
- Conducted training sessions for Civil Servants in Gn.Fuahmulak

2nd Quarter highlights 2014

April 2014

- Conducted trainings at M. Atoll islands (CS Regulation, Viuga, Office Administration Skills, Compliance Audit)
- Conducted Awareness session on Induction
- Graduation of CIII in Office Administration (Batch 2) & CIII in Financial Administration (batch 1)
- Conducted 5 Corporate training sessions in Male'

May 2014

- Conducted 2 Corporate training sessions in Male'
- Started Certificate III in Office Administration–Batch 3

June 2014

- MOU signing with AA and Adh atoll to conduct CIII in Office Administration
- Conducted Awareness sessions on Induction
- Conducted 5 Corporate training sessions in Male'

3rd Quarter highlights 2014

July 2014

- Ramazan Break

August 2014

- MOU Signing with Th. Atoll
- MOU Signing with Ga. Atoll
- MOU followup trip to Adh Mahibadhoo & Mamigili to conduct meetings with council members, trainers
- Conducted 4 corporate training sessions in Male'

September 2014

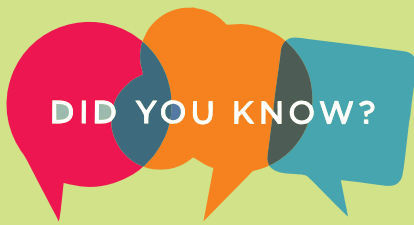
- Started CIII in Office Administration in Adh Atoll
- Started CIII in Office Administration (Batch 4)
CIII in Project Management (Batch 1)
CIII in ICT for Office Management (Batch 1)
CIII in Acc & Financial Administration (Batch 2)
- MOU followup trip to Th.Atoll and GA Atoll to conduct meetings with council members, trainers
- Conducted 3 Corporate training session in Male'

Recent Events

- TOT workshop on Customer Care
16 October 2014
- Signed E- learning consultancy agreement with COL and started consultancy work
9 November 2014
- Conducted trainings at HA. Atoll all islands (CS Regulation, Viuga, Office Administration Skills, Compliance Audit)
7-14 November 2014
- Information Sessions on CS regulation
12-21 November 2014
- Review and Monitoring trip to Adh Atoll
21-22 November 2014

Upcoming Events

- Graduation of CIII in Office Administration (Batch 4)
CIII in Project Management (Batch 1)
CIII in ICT for Office Management (Batch 1)
CIII in Acc & Financial Administration (Batch 2)
- Preparation of 2015 Training Calendar



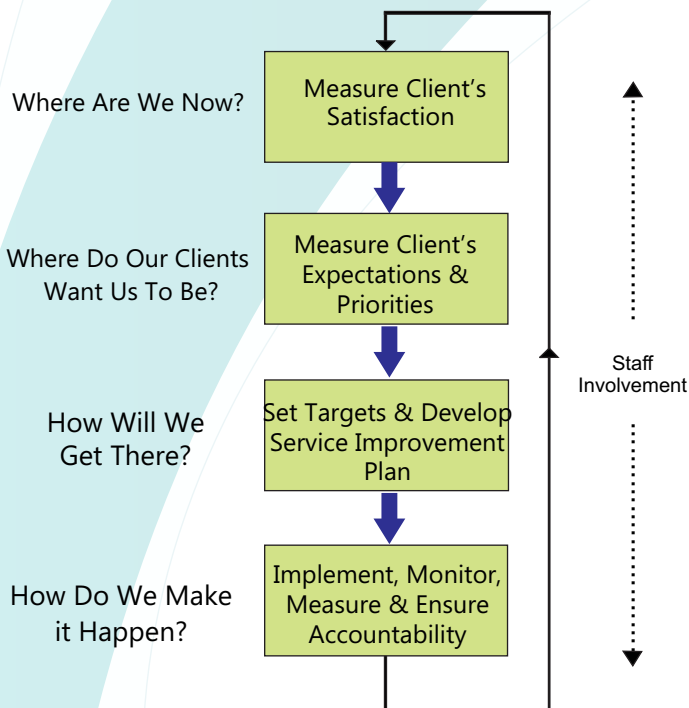
DID YOU KNOW?

Without use and practice, people forget 25% of what they know in 6 hours and 33% within 24 hours

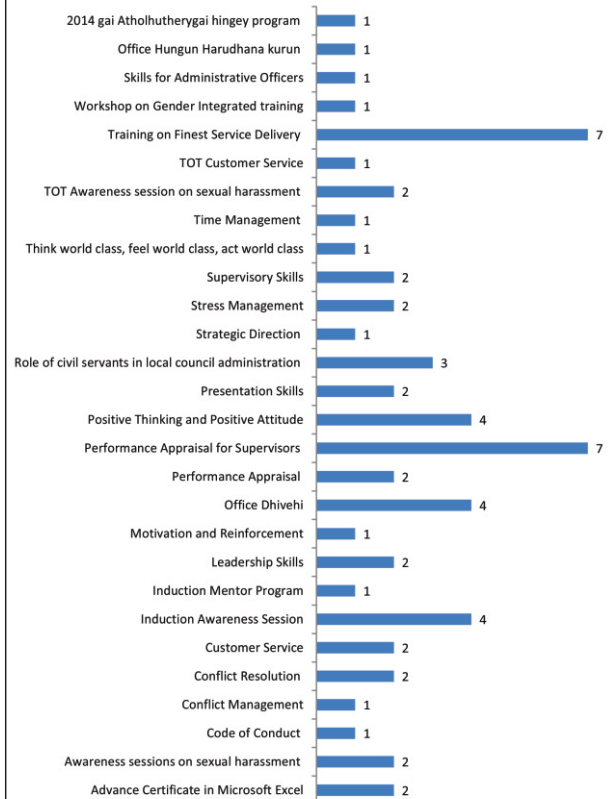
Source: Training and Development, April 2001

TOPIC OF THE MONTH: Improving Service delivery

The Service Improvement Planning and Implementation model



Trainings Conducted From Jan to Oct 2014



Civil Service Regulation 2014

NEW

Regulation	Regulation	Regulation
Regulation 1: The Civil Service Commission shall be established by the President.	Regulation 2: The Civil Service Commission shall consist of the following members: (a) the Chairman; (b) the Vice-Chairman; (c) the members appointed by the President.	Regulation 3: The Civil Service Commission shall have the following powers: (a) to inquire into the conduct of civil servants; (b) to recommend the removal of civil servants from office.

Regulation 4: The Civil Service Commission shall have the following powers: (a) to inquire into the conduct of civil servants; (b) to recommend the removal of civil servants from office.

Regulation 5: The Civil Service Commission shall have the following powers: (a) to inquire into the conduct of civil servants; (b) to recommend the removal of civil servants from office.

Regulation 6: The Civil Service Commission shall have the following powers: (a) to inquire into the conduct of civil servants; (b) to recommend the removal of civil servants from office.

Training Gallery



Graduation Ceremony of CIII in Office Administration Course



Meeting with AA Atoll councilors and Commissioners - MOU signing



Dhivehi Civil Service Conference 2014



Team Building Outdoor Session- CIII in Office Administration



CSTI Futsal cup 2014



CIII in ICT for Office Management

This Month's Contributors

Aminath Shahma Haleem
Mariyam Zeeniya
Fathimath Habeeba
Niam Waheed
Uz Ayathulla Hussain
Afiya Abdul Haadhee

Layout & Design
Shahida Khalid



@ CSTI mv



<https://www.facebook.com/cstimv>



csti.gov.mv



csti@csc.gov.mv



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