

## Appendix 3.5. Status of Implementation of the Action Plan for the Strategy of Public Administration Reform in Ukraine in 2016—2020

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
<b>1. Complete and deep evaluation of the situation in the public administration system (with assistance from the Support for Improvement in Governance and Management (SIGMA) Program</b>	1) Analysis of the situation in the public administration system, publication of the report on the web site of the Cabinet of Ministers of Ukraine	analytical report published on the web site of the Cabinet of Ministers of Ukraine	Minister of the Cabinet of Ministers of Ukraine, National Agency on Civil Service, Ministry of Finance, Ministry of Economic Development, Secretariat of the Cabinet of Ministers of Ukraine	III quarter of 2016	<b>in progress</b> Within the framework of evaluation of the situation in the public administration system (with assistance from the Support for Improvement in Governance and Management (SIGMA))
	2) development and coordination with the SIGMA of a methodology for complete and deep evaluation of the situation in the public administration system in accordance with the public administration principles developed by the SIGMA (hereinafter — the Public Administration Principles); coordination of timelines for evaluation with the SIGMA	methodology developed and approved	-	I quarter of 2018	<b>Completed</b> A methodology of complete and deep evaluation of the situation in the public administration system in accordance with the Public Administration Principles prepared by SIGMA developed and approved
	3) conducting complete and deep evaluation of the situation in the public administration system in accordance with the Public Administration Principles	analytical reports (evaluation results) submitted for consideration to the Coordination Board on Public Administration Reform (hereinafter — the Coordination Board)	-	I quarter of 2018	<b>in progress</b> Data are collected for preparation of an analytical report on evaluation of the situation in the public administration system in accordance with the Public Administration Principles
	4) preparation, coordination, and approval of proposals on amending the Strategy of Public Administration Reform in Ukraine in 2016—2020 (hereinafter — the Strategy) and the Action Plan for its implementation in accordance with the recommendations set forth in the analytical report	proposals on amending the Strategy approved by the Coordination Board	Minister of the Cabinet of Ministers of Ukraine, National Agency on Civil Service, Ministry of Finance, Ministry of Economic Development, Secretariat of the Cabinet of Ministers of Ukraine	III quarter of 2018	<b>in progress</b> Within the framework of evaluation of the situation in the public administration system (with assistance from the Support for Improvement in Governance and Management (SIGMA))

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	5) Development and submission of a draft act of the Cabinet of Ministers of Ukraine on amending the Strategy and the Action Plan for its implementation to the Cabinet of Ministers of Ukraine	Amendments to the Strategy and the Action Plan for its implementation are adopted by the Cabinet of Ministers of Ukraine	-	IV quarter of 2018	<b>in progress</b> Within the framework of evaluation of the situation in the public administration system (with assistance from the Support for Improvement in Governance and Management (SIGMA))
<b>2. Implementing coordination of Strategy implementation</b>	1) establishment of the Coordination Board	Resolution of the Cabinet of Ministers of Ukraine on establishing the Coordination Board adopted, and Regulation on the Coordination Board approved	Minister of the Cabinet of Ministers of Ukraine, Secretariat of the Cabinet of Ministers of Ukraine	II quarter of 2016	<b>Completed</b> Pursuant to the Resolution of the Cabinet of Ministers of Ukraine № 335 dd. May 18, 2016 the Coordination Board is established, and Regulation on the Coordination Board on Public Administration is approved
	2) creation of expert working groups for supporting public administration reform	working groups created	Minister of the Cabinet of Ministers of Ukraine, other central executive bodies, Secretariat of the Cabinet of Ministers of Ukraine	II quarter of 2016	<b>Completed</b> Based on the results of the second meeting of the Coordination Board on Public Administration Reform, working groups were created in the following main reform areas:  Strategic planning, formulation and coordination of state policy, organization of the system of central executive bodies  Civil service and human resource management  Provision of administrative services and administrative procedure
	3) ensuring regular meetings of working groups and their reporting to the special working group on public administration reform (hereinafter — the special working group)	meetings held on a regular basis	-	ongoing	<b>Completed</b>

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	4) drafting and approval of methodological recommendations on monitoring the progress of Strategy implementation, reporting and assessment of the Strategy implementation	methodological recommendations approved by the Coordination Board	Minister of the Cabinet of Ministers of Ukraine, National Agency on Civil Service, Secretariat of the Cabinet of Ministers of Ukraine	III quarter of 2016	<b>Completed</b> Procedure for monitoring and reporting on the status of the Action Plan on the Strategy implementation developed
	5) creation of a special working group at the top level of civil service, and approval of the respective regulation	a special working group created	Minister of the Cabinet of Ministers of Ukraine, National Agency on Civil Service, other central executive bodies, Secretariat of the Cabinet of Ministers of Ukraine	IV quarter of 2016	<b>Completed</b>
<b>3. Strengthening public administration reform capacity</b>	1) Development of methodology and information technologies for monitoring status of the Strategy implementation, procedure for reporting and assessment of the Strategy implementation	methodology and technologies developed	Minister of the Cabinet of Ministers of Ukraine, National Agency on Civil Service, State Agency on E-Governance, Secretariat of the Cabinet of Ministers of Ukraine	III quarter of 2016	<b>Completed</b> An electronic system of monitoring, evaluation and reporting on implementation of the Action Plan for Strategy implementation developed and implemented (in a testing) mode on the basis of software products, Microsoft SharePoint Products and Technologies
	2) implementation of methodology and information technologies necessary for implementation, monitoring and reporting on the status of the Strategy implementation in the work of state authorities, involved in its implementation	methodology and technologies used	-	IV quarter of 2016	<b>Completed</b> Access to the electronic system of monitoring, evaluation and reporting on implementation of the Action Plan for Strategy implementation provided to officers of respective bodies involved in the Strategy implementation

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	3) ensuring preparation of regular reports (quarterly, annual) on the status of implementation of the Strategy and evaluation of resources (used and planned)	reports on the status of Strategy implementation are prepared and examined by the Coordination Board	Minister of the Cabinet of Ministers of Ukraine, Secretariat of the Cabinet of Ministers of Ukraine, other central executive bodies, Secretariat of the Cabinet of Ministers of Ukraine	starting from 2017 — quarterly	<b>in progress</b> Annual report on the status of implementation of the Strategy of Public Administration Reform for 2016 published on the Government's portal Preparation of report for 2017 in progress
<b>4. Establishment of a structural unit in the Secretariat of the Cabinet of Ministers of Ukraine responsible for public administration reform with sufficient capacity</b>	1) identification of functions, tasks, and the organizational structure of a structural unit in the Secretariat of the Cabinet of Ministers of Ukraine responsible for public administration reform with sufficient capacity	regulation on and staff list of the structural unit approved	Minister of the Cabinet of Ministers of Ukraine, National Agency on Civil Service, Secretariat of the Cabinet of Ministers of Ukraine	III quarter of 2016	<b>Completed</b> Public Administration Directorate created in the SCMU with 34 positions by the decision of the Cabinet of Ministers of Ukraine N 646 dd. August 18, 2017
	2) development and approval of requirements for professional competences of the staff of a structural unit in the Secretariat of the Cabinet of Ministers of Ukraine responsible for public administration reform	professional requirements approved		III quarter of 2016	<b>Completed</b>
	3) conducting a competition to fill positions based on professional competencies of candidates for civil servants in the structural unit of the Secretariat of the Cabinet of Ministers of Ukraine responsible for public administration reform	staff appointed to positions	-	IV quarter of 2016	<b>Completed</b>
<b>5. Ensuring financial stability of Strategy implementation</b>	1) preparation of calculations of planned annual expenses for the Strategy implementation	planned annual expenses for Strategy implementation included in the Stage Budget of Ukraine for the respective year	Ministry of Finance, Secretariat of the Cabinet of Ministers of Ukraine, other central executive bodies	every year in III quarter	<b>Completed</b> Resolution of the Cabinet of Ministers of Ukraine № 647 dd. August 18, 2017 approves the Procedure and conditions for distribution and use of budget funds for supporting implementation of comprehensive public administration reform

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	2) analysis of the adopted budget with regard to availability of funds planned for the Strategy implementation	report on availability and distribution of funds for the Strategy implementation in the State Budget of Ukraine for the respective year examined by the Coordination Board	-	every year starting from I quarter of 2017	<p>Taking into consideration the norms of the aforementioned procedure, the resolution of the Cabinet of Ministers of Ukraine № 581 dd. August 18, 2017 distributed expenses among the bodies involved in reforming public administration in 2017</p> <p>The Law of Ukraine on the State Budget of Ukraine for FY 2017 allocates funds for ensuring implementation of activities within comprehensive public administration reform under the budget program, Support for Implementation of Comprehensive Public Administration Reform (КПКВК 0421060) totaling 300 million hryvnias</p> <p><b>Completed</b></p> <p>The Law of Ukraine on the State Budget of Ukraine for FY 2018 allocates funds for implementation of the aforementioned requirements as well as for ensuring further activities within comprehensive public administration reform under the budget program, Support for Implementation of Comprehensive Public Administration Reform under the budget program, Support for Implementation of Comprehensive Public Administration Reform (КПКВК 0421060) totaling 1 630.7 million hryvnias</p>
<b>6. Communication support of public administration on reform</b>	1) development of the strategy and plan of communication support for the reform	the strategy and plan approved by the Coordination Board	Minister of the Cabinet of Ministers of Ukraine, Ministry of Information Policy Secretariat of the Cabinet of Ministers of Ukraine	III quarter of 2016	<b>in progress</b> Monthly communication plans for PAR developed starting from September 2017 Development of comprehensive communication strategy for PAR started with support from the EU technical assistance project
	2) implementation of the strategy and plan of communication support for the reform	communication campaign is implemented	-	ongoing	<b>in progress</b> Monthly communication plans for PAR implemented starting from September 2017
	3) regular monitoring of efficiency of communication support for the reform	report examined by the Coordination Board	-	starting from 2017 — every quarter	<b>in progress</b> Regular media monitoring implemented with regard for communication support for the reform

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<b>7. Strengthening strategic capacity of the Cabinet of Ministers of Ukraine</b>	1) development and submission to the Cabinet of Ministers of Ukraine a draft law on amending the Laws of Ukraine On the Cabinet of Ministers of Ukraine and On Central Executive Bodies regarding organization of work for strategic planning and analysis of state policy	Draft law approved by the Cabinet of Ministers of Ukraine and submitted to the Verkhovna Rada of Ukraine	Minister of the Cabinet of Ministers of Ukraine, Ministry of Economic Development, Ministry of Justice, Secretariat of the Cabinet of Ministers of Ukraine	III quarter of 2016	<b>Not implemented</b>  fundamental conceptual principles of the draft law developed in order to take into account different political positions
	2) support in the Verkhovna Rada of Ukraine for a draft law on amending the Laws of Ukraine On the Cabinet of Ministers of Ukraine and On Central Executive Bodies regarding organization of work for strategic planning and analysis of state policy	law adopted	-	IV quarter of 2016	<b>Not implemented</b>  fundamental conceptual principles of the draft law developed in order to take into account different political positions
	3) analysis of powers and authorities of the Cabinet of Ministers of Ukraine regarding making departmental, organizational and administrative decisions, preparation of proposals based on the identified criteria on advisability of transferring such powers and authorities to respective ministries and other central executive bodies	analytical report with a list of powers and authorities that can be transferred to ministries and other central executive bodies submitted to the Coordination Board for consideration	Minister of the Cabinet of Ministers of Ukraine, Ministry of Economic Development, Ministry of Justice, other central executive bodies, Secretariat of the Cabinet of Ministers of Ukraine	IV quarter of 2016	<b>Implemented (partly)</b>  draft analytical report prepared with a list of powers and authorities that can be transferred from the CMU to ministries and other central executive bodies
	4) development and submission to the Cabinet of Ministers of Ukraine of a draft normative legal act on transferring unnatural powers and authorities of the Cabinet of Ministers of Ukraine to ministries and other central executive bodies	normative legal act adopted	-	IV quarter of 2016	<b>Not implemented</b>  fundamental conceptual principles of the draft law developed in order to take into account different political positions

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	5) preparation of methodological explanations and delivery of training on transfer by the Cabinet of Ministers of Ukraine of unnatural functions to ministries and other executive bodies for staff of the Secretariat of the Cabinet of Ministers of Ukraine	training delivered	Minister of the Cabinet of Ministers of Ukraine, National Agency on Civil Service, Secretariat of the Cabinet of Ministers of Ukraine	I quarter of 2017	<b>Not implemented</b> fundamental conceptual principles of the draft law developed in order to take into account different political positions
<b>8. Improvement of the strategic planning system, its monitoring and evaluation</b>	1) analysis of the decision-making procedure in the Cabinet of Ministers of Ukraine	analytical report submitted to the Coordination Board for examination	Minister of the Cabinet of Ministers of Ukraine, Ministry of Economic Development, Ministry of Justice, Ministry of Finance, Secretariat of the Cabinet of Ministers of Ukraine	III quarter of 2016	<b>Not implemented</b>
	2) development of proposals based on the analytical report for optimization of the work of the Cabinet of Ministers of Ukraine and for amending the Rules of Procedure of the Cabinet of Ministers of Ukraine, submission of the respective draft normative legal act to the Cabinet of Ministers of Ukraine	normative legal act of the Cabinet of Ministers of Ukraine adopted	-	III quarter of 2016	<b>Not implemented</b> fundamental conceptual principles of the draft law developed in order to take into account different political positions
	3) development and submission of the respective draft normative legal act to the Cabinet of Ministers of Ukraine on amending the Rules of Procedure of the Cabinet of Ministers of Ukraine concerning policy coordination, strategic planning and approval of draft acts of the Cabinet of Ministers of Ukraine	normative legal act of the Cabinet of Ministers of Ukraine adopted	-	IV quarter of 2016	<b>Not implemented</b> fundamental conceptual principles of the draft law developed in order to take into account different political positions
	4) delivery of training for staff of central executive bodies on new procedures of work of the Cabinet of Ministers of Ukraine	training delivered	-	IV quarter of 2016	<b>Not implemented</b> fundamental conceptual principles of the draft law developed in order to take into account different political positions

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<b>9. Development of the system of strategic planning, monitoring and evaluation</b>	1) establishment of a structural unit in the Secretariat of the Cabinet of Ministers of Ukraine on strategic planning and state policy coordination with sufficient capacity	unit established	Minister of the Cabinet of Ministers of Ukraine, Ministry of Economic Development, Ministry of Justice, Ministry of Finance, CMU Secretariat	III quarter of 2016	<b>Completed</b> establishment of Directorate for Strategic Planning and State Policy Coordination in the Secretariat of the Cabinet of Ministers of Ukraine approved by the CMU Resolution №644 dd. August 18, 2017 №644
	2) development of uniform methodology for preparation of documents related to strategic planning, monitoring of their implementation and evaluation of impact based on analysis of the situation in the areas of responsibility of ministries; preparation of templates of standardized documents	strategic planning methodology and templates of documents developed	Minister of the Cabinet of Ministers of Ukraine, Ministry of Economic Development, Ministry of Justice, Secretariat of the Cabinet of Ministers of Ukraine	IV quarter of 2016	<b>in progress</b>
	3) approval of the methodology for preparation of strategic documents, and the methodology for monitoring and evaluation of efficiency of implemented strategies	strategic planning methodology approved	Ministry of Economic Development, Secretariat of the Cabinet of Ministers of Ukraine, Ministry of Finance, Ministry of Justice	I quarter of 2017	<b>in progress</b>
	4) delivery of training for civil servants of ministries on applying the methodology for preparation of strategic documents, and the methodology for preparation of strategic documents and the methodology for monitoring and evaluation of efficiency of implemented strategies	training delivered	Minister of the Cabinet of Ministers of Ukraine, National Agency on Civil Service, Ministry of Economic Development, Ministry of Finance, Secretariat of the Cabinet of Ministers of Ukraine	I quarter of 2017	<b>in progress</b>
<b>10. Improvement of methodology for state policy development, including evaluation of the quality of lawmaking</b>	1) analysis of the current practice of preparation of programmatic and strategic documents on state policy, and development of proposals on creating a system of programmatic documents based on the best international experience	analytical report prepared	Minister of the Cabinet of Ministers of Ukraine, Ministry of Economic Development, Ministry of Justice, Secretariat of the Cabinet of Ministers of Ukraine	III quarter of 2016	<b>in progress</b>



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	2) development of methodology for preparation and templates of programmatic and strategic documents on state policy (an analytical note, Green Book, White Book, concept, strategy, program, etc.) and identification of their priority and purpose in the process of developing, implementing and monitoring state policy	methodology and templates of standardized documents developed	Minister of the Cabinet of Ministers of Ukraine, Ministry of Economic Development, National Agency on Civil Service, Ministry of Justice, Ministry of Finance, Secretariat of the Cabinet of Ministers of Ukraine	IV quarter of 2016	in progress
	3) approval of methodology for preparation and templates of programmatic and strategic documents on state policy	normative legal act adopted	-	I quarter of 2017	in progress
	4) delivery of training for civil servants of ministries on applying the methodology for preparation of programmatic and strategic documents on state policy	training delivered	-	II quarter of 2017	in progress
<b>11. Introduction of an electronic system for document management</b>	1) analysis of the situation with implementation of electronic document management in the system of central executive bodies, including standards and legislative framework	analytical report prepared	Ministry of Regional Development, State Agency on E-Governance, Secretariat of the Cabinet of Ministers of Ukraine, other central executive bodies	IV quarter of 2016	<b>Completed</b> Analytical report prepared on the status of implementation of electronic document management in the system of central executive bodies, which, in the letter № 1/03-1-2287 dd. December 22, 2017 was forwarded to the Cabinet of Ministers of Ukraine
	2) preparation and approval of the plan for implementation of the project on introducing electronic document management in the system of central executive bodies taking into consideration the best project management practices	plan approved	-	I quarter of 2017	<b>Completed</b> the plan for implementation of the project on introducing electronic document management in the system of the Ministry of Justice, Ministry of Economic Development and Trade, Ministry of Regional Development, Construction, Housing and Utility Infrastructure, Ministry of Finance, Ministry of Health Care, Ministry of Culture, Ministry of Agricultural Policy and Food, Ministry of Energy and Coal Industry

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
<b>12. Adoption of normative legal acts and efficient implementation of the Law of Ukraine On Civil Service</b>	3) development of normative legal acts on regulation of the electronic system of document management	normative legal acts developed	Ministry of Regional Development, State Agency on E-Governance, Secretariat of the Cabinet of Ministers of Ukraine, other central executive bodies	II quarter of 2017	<b>Completed</b>  Resolution of the Cabinet of Ministers of Ukraine № 608 dd. August 18, 2017 on Some Aspects of Drafting Legislative Acts in an Electronic Form adopted  Resolution of the Cabinet of Ministers of Ukraine dd. January 17, 2018 on Some Aspects of Documenting Managerial Activities adopted
	4) introduction of the system of automated interdepartmental electronic document management in central executive bodies	all central executive bodies integrated in the system of electronic interaction of executive bodies	-	IV quarter of 2018	<b>in progress</b>  All central executive bodies exchange more than 80% of documents in an electronic form and are integrated in the system of electronic interaction
	5) introduction of the system of automated interdepartmental electronic document management in local self-government bodies	80 per cent of local self-government bodies integrated in the system of electronic interaction of executive bodies	-	IV quarter of 2020	<b>implemented according to the plan</b>
	6) assessment of efficiency of introduction of the system of automated interdepartmental electronic document management	efficiency evaluation conducted	-	I quarter of 2020	-
	1) development and approval of normative legal acts necessary for implementation of the Law of Ukraine On Civil Service	normative legal acts approved	National Agency on Civil Service, Ministry of Finance, Ministry of Economic Development, Ministry of Social Policy, Secretariat of the Cabinet of Ministers of Ukraine	III quarter of 2016	<b>Completed</b>  41 by-laws adopted (including 24 resolutions and 1 executive order of the Cabinet of Ministers of Ukraine, and 16 orders that were registered by the Ministry of Justice)
	2) development and coordination with the SIGMA of methodology for evaluation of efficiency of implementation of the Law of Ukraine On Civil Service	methodology coordinated	National Agency on Civil Service, Ministry of Finance, Ministry of Economic Development, Ministry of Social Policy, Secretariat of the Cabinet of Ministers of Ukraine	IV quarter of 2016	<b>in progress</b>  Within the framework of evaluation of the situation in the public administration system (with assistance from the Support for Improvement in Governance and Management (SIGMA))

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	3) evaluation of efficiency of implementation of the Law of Ukraine On Civil Service by SIGMA	report on the evaluation results prepared	National Agency on Civil Service, Secretariat of the Cabinet of Ministers of Ukraine	IV quarter of 2016	<b>in progress</b> Within the framework of evaluation of the situation in the public administration system (with assistance from the Support for Improvement in Governance and Management (SIGMA))
	4) establishment of the Commission on the Top Level Civil Service (hereinafter — the Commission) and approval of its membership;  development and adoption of the rules of procedure regulating the Commission's activities	normative legal acts on establishing the Commission and approving its membership as well as the rules of procedure regulating its activities adopted	-	III quarter of 2016	<b>Completed</b> Furthermore, in June 2016, the Commission on the Top Level Civil Service was created and started its work; the Commission has 12 members representing all branches of power in Ukraine as well as four representatives of civil society associations, academic and educational institutions
	5) development and approval of normative legal acts on organizing competitions for civil service positions of Category A (including standardized and special requirements for professional competencies of civil servants of Category A, criteria for evaluation of candidates)	normative legal act adopted	National Agency on Civil Service, Ministry of Finance, Ministry of Economic Development, Ministry of Social Policy, Secretariat of the Cabinet of Ministers of Ukraine	III quarter of 2016	<b>Completed</b> Standard requirements for candidates for civil service positions of Category A approved
	6) delivery of training for Commission members on modern approaches to organizing such competitions	training delivered	National Agency on Civil Service, Secretariat of the Cabinet of Ministers of Ukraine, Commission	III quarter of 2016	<b>Completed</b> National Agency on Civil Service and experts of the European Union project, Support to implementation of the Concept of Reform Staff Positions, delivered series of trainings for members of selection commissions selecting specialists for reform staff positions More specifically, training was delivered for members of selection commissions of the National Agency on Civil Service, and the State Agency on E-Governance of Ukraine. Using the position of a general director of a ministerial directorate as an example, members of selection commission discussed such categories as requirements assessment matrix, behavior indicators, professional competencies, etc.

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	7) competition for positions of the State Secretary of the Cabinet of Ministers of Ukraine and Deputy Secretaries, state secretaries of ministries	State Secretary of the Cabinet of Ministers of Ukraine and Deputy Secretaries, state secretaries of ministries appointed	Commission, National Agency on Civil Service, Secretariat of the Cabinet of Ministers of Ukraine	IV quarter of 2016	<b>Completed</b> Competitions held  The Government appointed 22 state secretaries and deputy secretaries, including 17 state secretaries of ministries, the State Secretary of the Cabinet of Ministers of Ukraine and 4 Deputy State Secretaries  As of January 12, 2018 a state secretary of the Ministry of Energy and Coal Industry was not appointed by the appointing entity
	8) creation of selection commission for competition to fill positions in civil service of Categories B and C in state agencies	membership of commissions approved	National Agency on Civil Service, central executive bodies	IV quarter of 2016	<b>Completed</b> Selection commissions created, their membership approved
<b>13. Creation of a highly qualified and competent group of civil servants holding office in civil service, being responsible for implementation of the key national reforms and entitled to special conditions of remuneration within the overall system of salaries (hereinafter — reform staff positions)</b>	1) identification of reform staff positions and calculation of their number, including central executive bodies and the Secretariat of the Cabinet of Ministers of Ukraine; calculation of salaries of such staff positions	proposals on the approach to creation of reform human resources developed	Minister of the Cabinet of Ministers of Ukraine, National Agency on Civil Service, Ministry of Finance, Ministry of Economic Development, Secretariat of the Cabinet of Ministers of Ukraine	III quarter of 2016	<b>Completed</b> Concept paper on creation of a group of reform staff positions was developed and approved by an executive order of the Cabinet of Ministers of Ukraine № 905-p dd. November 11, 2016.
	2) analysis of the possibilities for introducing reform staff positions within the current legislative framework	analytical report prepared	-	III quarter of 2016	<b>Completed</b> Resolution of the Cabinet of Ministers of Ukraine № 644 dd. August 18, 2017 on Some Aspects of Regulating the Structure of the Secretariat of the Cabinet of Ministers of Ukraine, Apparatuses of Ministries and Other Central Executive Bodies provides for establishing directorates in the ministries, and of general departments in central executive bodies (National Agency on Civil Service, State Agency on E-Governance), and for creation in the Secretariat of the Cabinet of Ministers of Ukraine of the Governmental

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					Office for Coordination of European and Euro-Atlantic Integration and Directorates Furthermore, Standard Provision on Directorate of Ministry and on Directorate of Strategic Planning and European Integration was approved. The following reform staff positions were identified: general director, head of an expert group, and a state expert
	3) development and submission to the Cabinet of Ministers of Ukraine of a draft law on amending the Law of Ukraine On Civil Service regarding introduction of reform staff positions	draft law approved by the Cabinet of Ministers of Ukraine and submitted to the Verkhovna Rada of Ukraine	Minister of the Cabinet of Ministers of Ukraine, National Agency on Civil Service, Ministry of Finance, Ministry of Economic Development, Ministry of Justice, Secretariat of the Cabinet of Ministers of Ukraine	III quarter of 2016	<b>Not implemented</b> fundamental conceptual principles of legislative amendments developed in order to take into account different political positions
	4) support in the Verkhovna Rada of Ukraine of a draft law on amending the Law of Ukraine On Civil Service regarding introduction of reform staff positions	law adopted	-	III quarter of 2016	<b>Not implemented</b> fundamental conceptual principles of legislative amendments developed in order to take into account different political positions
	5) identification of special conditions of remuneration for reform staff positions within the framework of the general system of salaries in civil service	draft normative legal act on conditions for remuneration for reform staff positions developed	Ministry of Social Policy, National Agency on Civil Service, Secretariat of the Cabinet of Ministers of Ukraine, Ministry of Finance, Ministry of Economic Development	III quarter of 2016	<b>Completed</b> Aspects of remuneration regulated by the Resolution of the Cabinet of Ministers of Ukraine № 645 dd. August 18, 2017, which introduced respective amendments to the Resolution of the Cabinet of Ministers of Ukraine № 15 dd. January 18, 2017
	6) adoption of normative legal acts on conditions for remuneration for reform staff positions	normative legal act adopted	-	III quarter of 2016	The scheme of salaries in civil service positions for wage labor groups was supplemented in 2017 taking into consideration jurisdiction of state agencies for the following positions:  General Director of the Directorate;  head of an expert group in the directorate;

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	7) identification of special professional requirements and the level of competence for reform staff positions	normative legal act adopted	National Agency on Civil Service, Secretariat of the Cabinet of Ministers of Ukraine, Ministry of Finance	III quarter of 2016	<p>state expert, state expert of the directorate. The size and procedure for determining the monthly increment for especially important work for reform staff positions was identified, and the possibility for simultaneous payment of duplicating increments was excluded.</p> <p><b>Completed</b></p> <p>The Resolution of the Cabinet of Ministers of Ukraine № 648 dd. August 18, 2017 On Amending the Procedure for Conducting Competitions for Civil Service Positions establishes special professional requirements and levels of competencies as well as special features for competitions to fill reform staff positions</p> <p><b>in progress</b></p>
	8) competitions to fill reform staff positions in accordance with the Law of Ukraine On Civil Service	reform staff positions filled	National Agency on Civil Service, Secretariat of the Cabinet of Ministers of Ukraine, other central executive bodies	IV quarter of 2016	<p>190 competitions held and 132 winners selected and appointed as of December 31, 2017</p> <p><b>Completed</b></p>
	9) development and implementation of the plan of professional development for reform staff positions	plan approved	National Agency on Civil Service, Secretariat of the Cabinet of Ministers of Ukraine, other central executive bodies	I quarter of 2017	<p>The National Agency on Civil Service and the All-Ukrainian Center for the Improvement of Qualifications of Civil Servants and Local Self-Government Officers approved and implemented the training program for improving qualifications of reform staff positions, which consists of two modules.</p> <p>The National Agency on Civil Service and the Center for Adaptation of Civil Service to European Union Standards in cooperation and with support of the Swiss-Ukrainian Educational Project, Development of Civil Competences in Ukraine, prepared a manual, Ministerial Directorate Agenda. The manual offers practical advice on solving typical issues that reform specialists will encounter in their work.</p>

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<b>14. Reform of the system of remuneration for civil servants in order to increase their salaries with ensuring stability of public finances</b>	<p>1) development of a plan of gradual increase of salaries of civil servants by 2019 in accordance with the Law of Ukraine On Civil Service taking into account micro-economic indicators</p>	<p>draft plan of expenses for reforming the system of remuneration for civil servants for reforming the system of remuneration for civil servants and gradual increase of salaries of civil servants by 2019 developed</p>	<p>Ministry of Finance, Secretariat of the Cabinet of Ministers of Ukraine, National Agency on Civil Service, Ministry of Social Policy</p>	<p>IV quarter of 2016</p>	<p><b>in progress</b></p> <p>Gradual increase of salaries for civil servants in 2017 and 2018 implemented in accordance with the Law of Ukraine On Civil Service within the framework of development and approval of the annual stage budget taking into consideration macro-economic indicators</p> <p>In 2017, average monthly salary totaled: for staff of central apparatuses of state agencies – 14, 600 UAH, at a regional level – 7, 400 UAH, at a district level –5, 800 UAH</p> <p>In 2018, an increase of the minimum wage in civil service is planned taking into consideration the 1.5 coefficient</p> <p>Respectively, in 2018 an average monthly salary will total: for staff of central apparatuses of state agencies – 21, 200 UAH, at a regional level – 10,700 UAH, at a district level – 8, 300 UAH.</p>
	<p>2) development of proposals on creation of a comprehensive system of remuneration for civil servants, which is based on classification of works/positions and is in line with the Public Administration Principles; calculation of expenses for reforming the system of remuneration for civil servants</p>	<p>comprehensive system of remuneration for civil servants drafted</p>	<p>Ministry of Social Policy, Secretariat of the Cabinet of Ministers of Ukraine, National Agency on Civil Service, Ministry of Finance</p>	<p>II quarter of 2017</p>	<p><b>in progress</b></p> <p>Adoption of the Resolution of the Cabinet of Ministers of Ukraine № 645 dd. August 18, 2017 On Amending the Resolution of the Cabinet of Ministers of Ukraine № 15 dd. January 18, 2017 on establishing an increment for performing especially important work for civil servants holding reform staff positions or appointed to reform staff positions based on the competition results, conditions and criteria for establishing an increment for performing especially important work for civil servants holding reform staff positions approved in the amount exceeding its minimal size (Order of the Ministry of Social Policy № 1609 dd. October 11, 2017 registered</p>

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					<p>by the Ministry of Justice on November 2, 2017 under № 1339/31207)</p> <p>Furthermore, a working group was created for developing proposals for creation of a comprehensive system of remuneration for civil servants starting from 2019, members of which are representatives of the Cabinet of Ministers of Ukraine, central executive bodies, Office of the World Bank in Ukraine, EU Delegation to Ukraine, Center of Economic Strategy. On December 14, 2017 the first meeting of this working group took place.</p> <p><b>in progress</b></p> <p>In order to increase salaries of civil servants, the Ministry of Social Policy prepared a draft resolution of the Cabinet of Ministers of Ukraine on remuneration of employees of state agencies, courts, bodies and institutions of the system of justice by wage groups in 2018, which was submitted for consideration to the Cabinet of Ministers of Ukraine (letter dd. December 29, 2017 № 25936/0/2-17/28)</p> <p><b>Not implemented</b></p>
	3) submission of a draft comprehensive system of salaries for civil servants submitted to the Coordination Board for consideration	draft system of salaries for civil servants approved	Ministry of Social Policy, Secretariat of the Cabinet of Ministers of Ukraine, National Agency on Civil Service, Ministry of Finance	II quarter of 2017	
	4) approval of a comprehensive system of remuneration for civil servants, approval of annual plans of financing of reform of the system of remuneration for civil servants in order to ensure financial stability within the framework of annual budgeting and planning of optimization of the number of employees	normative legal acts approved	Ministry of Social Policy, Ministry of Finance, National Agency on Civil Service, Secretariat of the Cabinet of Ministers of Ukraine	III quarter of 2017	



Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress	
<b>15. Definition of the optimal number of civil servants taking into consideration the functions and organizational structure of public administration bodies, optimization of the number of officers of public administration bodies</b>	1) development and approval of the methodology for transparent operative monitoring of the number of officers of public administration bodies and expenses related to their salaries	methodology approved	National Agency on Civil Service, Secretariat of the Cabinet of Ministers of Ukraine, Ministry of Finance, Ministry of Social Policy	IV quarter of 2016	<b>Completed</b>  In order to ensure definition of the optimal number of civil servants taking into consideration the functions and organizational structure of public administration bodies, optimization of the number officers of public administration bodies, the National Agency on Civil Service in 2016 launched a portal in a test mode for automated collection of data on the number of civil servants – ksds.nads.gov.ua	
	2) identification of the actual number of officers of public administration bodies in accordance with the approved methodology, and publication of reports on the web site of the Cabinet of Ministers of Ukraine	analytical report published	-	-	II quarter of 2017	<b>in progress</b>  The actual number of civil servants is identified by the National Agency on Civil Service on a quarterly basis (KSDS system) and published in the Agency's annual reports and on the Agency's web site
	3) development and approval of the plan for optimization of the number of officers of public administration bodies, taking into consideration the target indicators for 2018—2020	plan approved	-	-	II quarter of 2017	<b>Not implemented</b>  Development of the methodology for optimization of the number of officers of public administration bodies is in progress
	4) introduction in the work of public administration bodies of modern tools for operative monitoring of the number of officers of public administration bodies and expenses related to their salaries	unified register of officers of public administration bodies (with information about salaries) created	-	National Agency on Civil Service, Secretariat of the Cabinet of Ministers of Ukraine, Ministry of Finance, Ministry of Social Policy	III quarter of 2017	<b>Completed</b>  Order of the National Agency for Civil Service № 223 dd. October 21, 2016 approves the form of KSDS reporting (quarterly), Report on the Number of Civil Servants, and the Guidelines for filling it (registered by the Ministry of Justice on November 14, 2016 under № 1477/29607)
	5) implementation of the plan for optimization of the number of officers of public administration bodies, taking into consideration the target indicators for 2018—2020	number of officers in state agencies reduced	-	National Agency on Civil Service, Secretariat of the Cabinet of Ministers of Ukraine, Ministry of Finance, Ministry of Social Policy, other central executive bodies	IV quarter of 2020	-

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
<b>16. Establishment of human resource management services in ministries and other central executive bodies</b>	1) approval of normative legal acts on determining the role, function, and structure of human resource management units in central executive bodies	normative legal acts approved	National Agency on Civil Service, Secretariat of the Cabinet of Ministers of Ukraine	IV quarter of 2016	<b>Completed</b>  Standard regulation on the Human Resource Management Service approved by the Order of the National Agency on Civil Service № 47 dd. March 3, 2016 registered by the Ministry of Justice on March 23, 2016 under № 438/28568
	2) identification of professional requirements and the level of competencies for civil servants of human resource management services of central executive bodies	normative legal acts approved	-	IV quarter of 2016	<b>Completed</b>  Professional requirements and level of competencies for civil servants of human resource management services of central executive bodies are provided for in the Law of Ukraine On Civil Service and Standard Regulation on Human Resource Management Service approved by the Order of the National Agency on Civil Service № 47 dd. March 3, 2016
	3) competitions to fill vacant positions in human resource management services of central executive bodies 4)	staff members appointed	National Agency on Civil Service, Secretariat of the Cabinet of Ministers of Ukraine, other central executive bodies	I quarter of 2017	<b>Implemented continuously</b>
	5) delivery of training for staff of human resource management services on implementation of legislation on civil service, and introduction of uniform standards and methods of human resource management in central executive bodies	training delivered	National Agency on Civil Service, Secretariat of the Cabinet of Ministers of Ukraine, other central executive bodies	II quarter of 2017	<b>Completed</b>  In 2016-2017, with support of the German Society for International Cooperation (GIZ) trainings were conducted within the framework of the project, Advisory Fund for Reform Implementation, for state secretaries of ministries and heads of human resource management services of ministries, central executive bodies, other state authorities - on human resource management in Ukraine. Training for the staff of HR management services on implementing legislation in the civil service sphere and introducing uniform standards and method of

					HR management in central

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
	5) establishment and support for activities of the Council for HR Management in Civil Service in the National Agency on Civil Service as an informal professional association of heads of HR management units of central executive bodies	Council for HR Management in Civil Service established	National Agency on Civil Service, other central executive bodies	II quarter of 2017	<p>executive bodies held on a regular basis On June 1-2, 2017 two-day training was conducted, Development Professional, Sustainable, and Non-Partisan Civil Service: Role of Transformational Leadership and Organizational Culture.</p> <p><b>Completed</b></p> <p>In order to ensure efficient implementation of the public administration reform, discussion of issues and challenges related to its implementation, sharing the best practices of HR management in state authorities, and development of practical recommendations, the Council for HR Management in Civil Service was established in the National Agency on Civil Service (NACS Order № 248 dd. December 7, 2017), members of which will be heads of HR management units of central executive bodies</p>
<b>17. Creation of an integrated information system for human resource management in civil service</b>	1) identification of requirements for the system and development of ToR for creation of an integrated information system for human resource management in civil service		National Agency on Civil Service, Secretariat of the Cabinet of Ministers of Ukraine, State Agency on E-Governance, Ministry of Finance	I quarter of 2017	<p><b>Completed</b></p> <p>ToR developed by the NACS in cooperation with the World Bank</p>
	2) development and approval of the plan for implementation of the project for creation of an integrated information system for human resource management in civil service in accordance with the best project management practices	plan approved	-	II quarter of 2017	<p><b>Completed</b></p> <p>Executive Order of the Cabinet of Ministers of Ukraine № 844 dd. December 1, 2017 approves the Concept paper on implementation of an information system for human resource management in state agencies, and endorses the plan of actions for implementation</p>

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
	3) selection of the technical solution and organization of the tender process for procuring goods, works and services necessary for creation and functioning of an integrated information system for human resource management in civil service	agreement on introduction of the information system signed	-	IV quarter of 2017	<b>in progress</b> ToR on implementation of an integration information system for human resource management selected  Upon consent of the World Bank, the tender process for procuring goods, works and services was postponed from IV quarter of 2017 to I quarter of 2018
	4) commissioning of the integrated information system for human resource management in civil service in the National Agency for Civil Service with gradual introduction of respective modules	functioning of the system in the National Agency on Civil Service ensured	National Agency on Civil Service, Secretariat of the Cabinet of Ministers of Ukraine, State Agency on E-Governance, Ministry of Finance	I quarter of 2018	-
	5) connecting ministries to the information system for human resource management in civil service	functioning of the system in ministries ensured	National Agency on Civil Service, Secretariat of the Cabinet of Ministers of Ukraine, Ministry of Regional Development, other ministries, State Agency on E-Governance	II quarter of 2018	-
	6) connecting central executive bodies to the information system for human resource management in civil service	functioning of the system in central executive bodies ensured	National Agency on Civil Service, Secretariat of the Cabinet of Ministers of Ukraine, Ministry of Regional Development, State Agency on E-Governance, other central executive bodies	IV quarter of 2019	-

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
<b>18. Reform of the system of professional training for civil servants</b>	1) development and submission to the Cabinet of Ministers of Ukraine of a draft normative legal act on approving the regulation on the system of training, re-training, specialization and improving qualification of civil servants	normative legal act of the Cabinet of Ministers of Ukraine adopted	National Agency on Civil Service, Secretariat of the Cabinet of Ministers of Ukraine	II quarter of 2017	<b>Completed</b> On June 14, 2017, at a Government meeting a draft resolution of the Cabinet of Ministers of Ukraine on Amending Some Resolutions of the Cabinet of Ministers of Ukraine was adopted, which among other things refers to training and improving qualification of civil servants
	2) analysis of the training needs of civil servants	analytical report prepared	National Agency on Civil Service, Secretariat of the Cabinet of Ministers of Ukraine	II quarter of 2017	<b>Completed</b> The NACS developed a concept paper on reforming professional training for civil servants, heads of local state administrations, first deputy heads and deputy heads, local self-government officers and local council members, which was approved by the Executive Order of the Cabinet of Ministers of Ukraine № 974-p dd. December 1, 2017.
	3) development and submission to the Cabinet of Ministers of Ukraine of a draft normative legal act on approving the concept of reforming the system of professional training for civil servants	normative legal act of the Cabinet of Ministers of Ukraine adopted	-	II quarter of 2017	<b>Completed</b> Resolution of the Cabinet of Ministers of Ukraine № 640 dd. August 18, 2017 approves the individual program for increasing the level of professional competence of a civil servant
	4) preparation and approval of the methodology for developing a standardized individual program for increasing the level of professional competence of a civil servant	methodology for developing a standardized individual program for increasing the level of professional competence of a civil servant, a standardized template of the individual program for increasing the level of professional competence of a civil servant approved	-	II quarter of 2017	
	5) development of standards for improving qualification for civil servants and local self-government officers	uniform standards for improving qualification of civil servants and local self-government bodies developed	-	III quarter of 2017	<b>Completed</b> Based on the Standard of educational activities related to improving qualification of civil servants and local self-government officers (forwarded to the Ministry of Education and Science in the NACS letter №3412/70-16 dd. Jun 16, 2016), the procedure was developed on organization of

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
	6) development and approval of explanations of the Code of Ethics for civil servants, development and application of modern methods of training for civil servants	explanations of the Code approved; training, including in the real-time mode, and seminars delivered	National Agency on Civil Service, National Anti-Corruption Bureau (upon consent), Secretariat of the Cabinet of Ministers of Ukraine	I quarter of 2017	<p>training for increasing qualification of civil servants and local self-government officers in educational institutions upon the state's request from the National Agency on Civil Service, which is approved by the NACS Order №8 dd. April 19, 2017 and registered by the Ministry of Justice on July 10, 201 under №832/30700</p> <p><b>Completed</b></p> <p>NACS developed and approved by its order № 158 dd. September 5, 2016 the General Rules of Ethical Behavior for Civil Servants and Local Self-Government Officers (registered by the Ministry of Justice on August 31, 2016 under №1203/29333)</p>
<b>19. Increasing the level of institutional capacity of the National Agency on Civil Service for ensuring efficient implementation of the Law of Ukraine On Civil Service and civil service reform</b>	1) analysis of tasks and functions of the National Agency on Civil Service (NACS) for determining the necessary functionality and organizational structure, including the unit responsible for HR management in Civil service	updated structure and staffing list of the NACS approved	National Agency on Civil Service, Secretariat of the Cabinet of Ministers of Ukraine, Ministry of Finance	III quarter of 2016	<p><b>Completed</b></p> <p>Pursuant to the concept paper on introducing reform staff positions, the NACS introduces reform staff positions – the General Department for HR Management in Civil Service is created</p>
	2) identification of professional requirements, the level of competence and special requirements for civil servants in the updated structure of the NACS	requirements approved	-	III quarter of 2016	<p><b>Completed</b></p>
	3) identification of reform staff positions in the NACS structure	reform staff positions determined	-	III quarter of 2016	<p><b>Completed</b></p> <p>General department on human resource management in civil service established for conducting competitions for reform staff positions</p>

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
20. Defining the mission, sphere of responsibilities, functions and tasks of ministries and other central executive bodies, the Secretariat of the Cabinet of Ministers of Ukraine Elimination of duplicating powers and functions	4) competitions for filling vacant positions of civil servants in the NACS, including reform staff positions	staff appointed to positions	-	IV quarter of 2016	<b>Completed</b> 5 competitions conducted for reform staff positions; 5 persons appointed to positions
	5) conducting training for the NACS staff on modern tools for HR management in civil service	training delivered	National Agency on Civil Service, Secretariat of the Cabinet of Ministers of Ukraine, Ministry of Finance	I quarter of 2017	<b>Completed</b> In order to ensure development of a professional public service institutions, bringing the HR management system in compliance with the European standards and strengthening the NACS capacity for comprehensive development of civil service, 15 seminars, conferences and trainings were organized for the staff of HR management services of state authorities and the NACS officers on implementing legislation on civil service and modern tools of HR management in civil service, including monitoring and evaluation of civil service reform.  Training on modern tools of HR management in civil service is delivered on a permanent basis using the materials of a practical manual for heads of HR management services Civil Service Reform in Questions and Answers
	development and submission to the Cabinet of Ministers of Ukraine of a draft normative legal act on a standard structure of a ministry, and standardized regulation on structural units (department and secretariat)	normative legal acts of the Cabinet of Ministers of Ukraine on approving standard structure of a ministry, on standard provision on structural units adopted	National Agency on Civil Service, Secretariat of the Cabinet of Ministers of Ukraine, Ministry of Justice, Ministry of Finance	IV quarter of 2016	<b>Completed</b> Concept paper on optimization of the system of central executive bodies approved



Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
	1) development and approval of methodological recommendations on defining the mission, sphere of responsibility and tasks of central executive bodies	methodological recommendations approved	Minister of the Cabinet of Ministers of Ukraine, National Agency on Civil Service, Ministry of Finance, Secretariat of the Cabinet of Ministers of Ukraine	IV quarter of 2016	<b>in progress</b> On May 26, 2017 the CMU Secretariat presented approaches to conducting functional examination  In the beginning of 2018, recommendations were drafted on forming the target structure of the ministerial apparatus, criteria and rules for establishment and functioning of directorates
	2) defining the mission, sphere of responsibilities and tasks of all central executive bodies in accordance with the methodological recommendations	normative legal act determining the mission of central executive bodies approved	Minister of the Cabinet of Ministers of Ukraine, National Agency on Civil Service, Ministry of Finance, other central executive bodies, Secretariat of the Cabinet of Ministers of Ukraine	IV quarter of 2016	<b>in progress</b> Based on the functional examination results and taking into consideration international experience and comments of the EU Advisory Group, working groups developed proposals on the mission, sphere of responsibility and a revised structure of the apparatus of pilot ministries as well as proposals on the list of directorates
	3) bringing the regulations on ministries and other central executive bodies in compliance with legislation, which defines their exclusive sphere of powers and responsibilities	new regulations on central executive bodies approved	ministries, other central executive bodies, National Agency on Civil Service, Secretariat of the Cabinet of Ministers of Ukraine	IV quarter of 2016	<b>in progress</b> Respective amendments are developed for the regulations on pilot ministries based on the functional examination results
	4) developing (updating) and approving the methodology for functional examination of analysis of working processes in central executive bodies	normative legal act on methodology of functional examination approved	Minister of the Cabinet of Ministers of Ukraine, National Agency on Civil Service, Ministry of Finance, Secretariat of the Cabinet of Ministers of Ukraine	IV quarter of 2016	<b>in progress</b> Recommendations are drafted on forming the target structure of the ministerial apparatus, criteria and rules of creation and functioning of directorates
	5) conducting horizontal functional examination of the system of central executive bodies, more specifically, ministries	analytical report and proposals based on the results of conducted horizontal functional examination of the system of central	Minister of the Cabinet of Ministers of Ukraine, National Agency on Civil Service, other central executive bodies, Secretariat of the Cabinet of Ministers of Ukraine	I quarter of 2017	<b>in progress</b> Functional examination was conducted in 2017 in 10 ministries identified by the Cabinet of Ministers of Ukraine as pilot, working groups headed by their managers and/or state secretaries created by the Cabinet of Ministers of Ukraine.

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
		executive bodies, namely ministries, prepared	Ministers of Ukraine		For 2018-2019, functional examination is planned in other ministries and other CEBs <b>in progress</b>
	6) vertical functional examination of ministries	analytical report and proposals based on the results of vertical functional examination prepared	-	II quarter of 2017	See p. 20.6 <b>in progress</b>
	7) bringing the structure of ministries in compliance with the identified mission and proposals based on the results of functional examination	regulation on ministries and their structure approved	Minister of the Cabinet of Ministers of Ukraine, other central executive bodies, Secretariat of the Cabinet of Ministers of Ukraine	IV quarter of 2017	See p. 20.6 The period of implementation of this task was postponed to III - IV quarters of 2018 (sub-paragraph 4 paragraph 20 of the Action Plan for Implementation of the Strategy of Public Administration Reform in 2016 - 2020 as approved by the Order of the Cabinet of Ministers of Ukraine № 474 dd. June 24, 2016 (in the wording of the instruction of the Cabinet of Ministers of Ukraine № 726 dd. October 11, 2017) <b>in progress</b>
	8) horizontal functional examination of the system of central executive bodies (except for ministries)	analytical report and proposals based on the results of horizontal functional examination prepared	Minister of the Cabinet of Ministers of Ukraine, National Agency on Civil Service, other central executive bodies, Secretariat of the Cabinet of Ministers of Ukraine	III quarter of 2017	See p. 20.6 <b>in progress</b>
	9) vertical functional examination of other central executive bodies	analytical report and proposals based on the results of vertical functional examination prepared	Minister of the Cabinet of Ministers of Ukraine, National Agency on Civil Service, other central executive bodies, Secretariat of the Cabinet of Ministers of Ukraine	IV quarter of 2017	See p. 20.6 <b>in progress</b>

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
21. Defining a clear procedure for directing and coordinating activities of central executive bodies by the Cabinet of Ministers of Ukraine through respective ministers	10) bringing the structure of other central executive bodies in compliance with the identified missions and proposals based on the functional examination results	regulations on and structure of other central executive bodies approved	-	I quarter of 2018	<b>in progress</b> See p. 20.6
	11) analysis of the main working processes in central executive bodies (preparation, coordination and adoption of decisions, organization of work with appeals from citizens, an entrepreneurial entities, organization of work and control of implementation of orders, etc.)	analytical report and proposals based on the results of main working processes prepared	-	IV quarter of 2017	<b>Not implemented</b> The period of implementation of this task postponed till 2019 in accordance with the plan of action for implementation of the PAR Strategy in the wording of the Order of the Cabinet of Ministers of Ukraine №726 dd. Oct.11, 2017
	12) implementation of recommendations based on the analysis of working processes	respective normative legal act adopted	Minister of the Cabinet of Ministers of Ukraine, National Agency on Civil Service, other central executive bodies, Secretariat of the Cabinet of Ministers of Ukraine	IV quarter of 2018	-
	1) analysis of the system of central executive bodies and spheres of their responsibility	analytical report prepared	Minister of the Cabinet of Ministers of Ukraine, National Agency on Civil Service, Ministry of Justice, Ministry of Finance, Secretariat of the Cabinet of Ministers of Ukraine	IV quarter of 2016	<b>Not implemented</b> The period of implementation of this task postponed till 2019 in accordance with the plan of action for implementation of the PAR Strategy in the wording of the Order of the Cabinet of Ministers of Ukraine № 726 dd. Oct. 11, 2017
	2) development of proposals on establishing an efficiency system of central executive bodies with a clear procedure for directing and coordinating activities of central executive bodies by the Cabinet of Ministers of Ukraine through respective ministers	proposals on a new system of central executive bodies developed	-	IV quarter of 2016	<b>Not implemented</b> The period of implementation of this task postponed till 2019 in accordance with the plan of action for implementation of the PAR Strategy in the wording of the Order of the Cabinet of Ministers of Ukraine №726 dd. Oct.11, 2017

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
	3) development and submission to the Cabinet of Ministers of Ukraine of draft normative legal acts on revision of the system of central executive bodies	normative legal act adopted	-	IV quarter of 2016	<b>Not implemented</b> The period of implementation of this task postponed till 2019 in accordance with the plan of action for implementation of the PAR Strategy in the wording of the Order of the Cabinet of Ministers of Ukraine №726 dd. Oct.11, 2017
<b>22. Systematization of the rules of general administrative procedure with guarantees envisaged in the Public Administration Principles</b>	1) systematization of legislation containing provisions regulating administrative procedures	analytical report prepared	Ministry of Justice, Ministry of Finance, Ministry of Economic Development, other central executive bodies	II quarter of 2017	<b>Completed</b> analytical report on the status of the current legislation prepared with regard to the applicable legal regulation of administrative procedure and forwarded to the Cabinet of Ministers of Ukraine in a letter № 26978/7418-0-4-16/7 dd. July 17, 2017
	2) development and submission to the Cabinet of Ministers of Ukraine of a draft law on administrative procedure	Minister of the Cabinet of Ministers of Ukraine, National Agency on Civil Service,	-	III quarter of 2018	-
	3) supporting the draft law on administrative procedure in the Verkhovna Rada of Ukraine	law adopted	Ministry of Justice, Secretariat of the Cabinet of Ministers of Ukraine	IV quarter of 2018	-
	4) organizing information activities and training for civil servants and local self-government officers on implementation of the law on administrative procedure	training delivered and information activities carried out	Ministry of Justice, National Agency on Civil Service, Ministry of Finance, Ministry of Economic Development, other central executive bodies	II—IV quarters of 2019	-
	5) developing draft laws on amending the specific legislation regulating administrative procedures in accordance with the basic principles of the law on administrative procedure, coordination of these draft laws with stakeholders	draft laws approved by the Cabinet of Ministers of Ukraine and submitted to the Verkhovna Rada of Ukraine	ministries, other central executive bodies	II quarter of 2020	-

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
23. Ensuring accessibility of administrative services	6) support in the Verkhovna Rada of Ukraine for draft laws on amending sectoral legislation regulating administrative procedures in accordance with the law on administrative procedure	laws adopted	ministries	III quarter of 2020	-
	7) development and submission to the Cabinet of Ministers of Ukraine of a draft law on bringing permitting legislation on licensing system in compliance with the law on administrative procedure	draft laws approved by the Cabinet of Ministers of Ukraine and submitted to the Verkhovna Rada of Ukraine	Ministry of Economic Development, other central executive bodies	III quarter of 2020	-
	8) support in the Verkhovna Rada of Ukraine for draft laws on bringing permitting legislation on licensing system in compliance with the law on administrative procedure	laws adopted	-	III quarter of 2020	-
	9) development and submission to the Cabinet of Ministers of Ukraine of draft normative legal acts on implementation of permitting legislation and legislation of licensing system in compliance with the law on administrative procedure	normative legal act adopted	Ministry of Economic Development, other central executive bodies	IV quarter of 2020	-
	1) revision of requirements concerning the quality and accessibility of administrative services provided by the centers for provision of administrative services	normative legal act adopted	Ministry of Economic Development, Ministry of Finance, Ministry of Regional Development, State Regulatory Service, Ministry of Justice	IV quarter of 2016	Completed Resolutions of the Cabinet of Ministers of Ukraine № 565 dd. August 31, 2016 and № 652 dd. September 22, 2016 were adopted, which amend the Tentative Regulation and the rules of procedure of a center for provision of administrative services with regard to clarifying and identifying additional requirements for the centers for provision of administrative services, remote work places of center administrators

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
	2) development and introduction of a system of assessment of activities of the centers for provision of administrative services and monitoring of satisfaction of the needs of users of the services	the system for assessment of activities of the centers for provision of administrative services and monitoring of satisfaction of the needs of users of the services introduced	Ministry of Economic Development, local state administrations, local self-government bodies (upon consent)	IV quarter of 2017	<p><b>Completed</b></p> <p>Monitoring introduced for activities of the centers for provision of administrative services through collecting respective information from local self-government bodies and district state administrations through oblast state administrations</p> <p>Detailed information about these centers posted on the web site of the Ministry of Economic Development</p> <p>Within the framework of the project, Reform of Administration of in the East of Ukraine II, of the German Society for International Cooperation (GIZ), the Ministry of Economic Development carries out work on creating an electronic system for monitoring</p>
	3) assessment of activities of the centers for provision of administrative services and development of proposals on improving efficiency of their work	analytical report and proposals based on assessment results prepared	-	every year in IV quarter	<p><b>in progress</b></p> <p>Ministry of Economic Development on a permanent basis carries out monitoring of activities of centers for provision of administrative services</p> <p>In Ukraine, 723 centers were created, out of which: 255 were created by local self-government bodies (including 42 territorial offices), 468 were created by local state administrations (including 10 Kyiv city district and 6 territorial officers, out of which 4 are located in Kyiv). Furthermore, 20 remote work places for center administrators were created by local self-government bodies</p> <p>The state budget does not allocate funds for the Ministry of Economic Development for implementation of tasks related to assessment of activities of the centers by carrying out independent sociological surveys</p> <p>The Ministry of Economic Development cooperates with international projects</p>

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
					on provision of assistance in carrying out the said activity
	4) bringing activities of the centers for provision of administrative services in compliance with the legislative requirements taking into consideration proposals based on the results of assessment of their work	report on the conducted event prepared	Ministry of Economic Development, Ministry of Regional Development, local state administrations, local self-government bodies (upon consent)	every year in IV quarter	By the end of February 2018, it is planned to launch the monitoring system in a test mode <b>in progress</b>
	5) development and submission to the Cabinet of Ministers of Ukraine of a draft law on transferring powers and authorities to local self-government bodies related to provision of administrative services through centers for provision of administrative services related to:	Minister of the Cabinet of Ministers of Ukraine, National Agency on Civil Service,		II quarter of 2017	<b>in progress</b>
	1. issuance of identification documents		1. Ministry of Interior+State Migration Service	1. II quarter of 2017	Issuance of identification documents, registration of civil status acts, registration of a land plot, registration of vehicles and issuance of driving licenses is provided for in the updated list of administrative services provided through the centers for provision of administrative services approved by the Government (Oder № 782 dd. October 11, 2017)
	2. registration of civil status acts		2. Ministry of Justice	2. II quarter of 2017	<b>Concerning the draft law on identification documents:</b>
	3. registration of land plots		3. State Geocadaster	3. I quarter of 2018	On October 1, Law of Ukraine № 1474 dd. July 14, 2016 On amending some laws of Ukraine concerning documents confirming Ukrainian citizenship, person's identity of special status aimed at liberalization of visa regime for Ukraine by the European Union, came in force; the law envisages provision of a service through the centers for provision of administrative services related to issuance of a passport of a citizen of Ukraine in the form of a card, and a passport of a citizens of Ukraine to traveling abroad
	4. registration of vehicles and issuance of driving licenses		4. Mol	4. I quarter of 2018	

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
					<p><b>Concerning the draft law on registration of civil status acts:</b> The Ministry of Justice of Ukraine developed a draft Law of Ukraine on Amending the Law of Ukraine On State Registration of Civil Status Acts, and some other legislative acts of Ukraine (concerning decentralization and approximation of administrative services to citizens in the sphere of the state registration of civil status acts), which was submitted to the Verkhovna Rada of Ukraine for examination (Reg. № 6150 dd. February 28, 2017). At present, the draft law is elaborated by committees of the Verkhovna Rada of Ukraine</p> <p>The draft law provides for extending powers and authorities of executive bodies of village, settlement, and town councils regarding provision of administrative services in the sphere of state registration of civil status acts.</p> <p>Furthermore, it is suggested that a list of administrative services in the respective sphere should be identified as well as the amount of the administrative fee for provision thereof, the principle of exterritorial receipt of applications in the respective sphere should be introduced, a possibility should be provided to submit applications in an electronic form, and the period for examination of applications should be shortened.</p> <p>More specifically, the draft law envisages gradual termination of powers of the Ministry of Justice bodies of state registration of civil status acts related to provision of services in the respective sphere the latest on January 1, 2023.</p> <p>At the same time, it is suggested that the territorial agencies of the Ministry of Justice should continue to provide state registration of civil status acts in the towns with regional subordination, maintain archives, and introduce changes.</p>



Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
	6) support in the Verkhovna Rada of Ukraine of a draft law on transferring powers and authorities to local self-government bodies related to provision of administrative services through the centers for provision of administrative services	law adopted	Ministry of Regional Development, Ministry of Interior, State Migration Service, Ministry of Justice, State Geocadaster	II quarter of 2017	<p>to registration entries, their restoration and cancellation</p> <p><b>Concerning the draft law on registration of a land plot:</b> The State Geocadaster developed a draft Law of Ukraine On Amending the Law of Ukraine on the State Land Cadaster (concerning extension of the list of individuals that enter information in the State Land Cadaster, and provision of respective information from it), which is finalized by the State Geocadaster after receiving materials for coordination from the involved state authorities, and the conclusion of the Ministry of Justice based on the results of legal expert analysis]. This draft law envisages granting the right to carry out state registration of a land plot to certified engineers-land surveyors. Furthermore, it is envisaged that information will be entered in the State Land Cadaster based on the exterritorial principle.</p> <p><b>Concerning the draft law on registration of vehicles and issuance of driving licenses</b> According to the information provided by the Mol, the Ministry developed a draft Law of Ukraine on Amending the Law of Ukraine on Road Traffic, which envisages provision of some administrative services related to the state registration of vehicles through the centers for provision of administrative services</p> <p><b>in progress</b></p> <p>The Ministry of Justice, pursuant to the established procedure ensures support in the Verkhovna Rada of Ukraine of the draft law on amending the Law of Ukraine on the State Registration of Civil Status</p>

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
	<p>related to issuance of identification documents, registration of civil status acts, registration of a land plot, registration of vehicles and issuance of driving licenses</p> <p>7) ensuring connection of centers for provision of administrative services to the state registers</p>	<p>80 per cent of centers for provision of administrative services connected to the registers</p>	<p>Ministry of Interior, State Migration Service, Ministry of Economic Development, central executive bodies, local state administrations, local self-government bodies (upon consent)</p>	<p>IV quarter of 2017</p>	<p>Acts and some other legislation acts of Ukraine (concerning decentralization and approximation to citizens of administrative service in the sphere of state registration of civil status acts)</p> <p><b>in progress</b></p> <p>According to the information provided by the MoI and the SMS, as of December 31, 2017 access to the Uniform State Demographic Register for issuance of a passport of a citizen of Ukraine in the form of a card and a passport of a citizen of Ukraine for traveling abroad was provided to 59 centers for provision of administrative services and their territorial offices, in which 122 work stations are installed. At the same time, connection of the centers for provision of administrative services to the existing state registers is done if such centers are technically ready for such interaction by signing agreements as provided for in the Law of Ukraine On Protection of Information in Information-Telecommunication Systems, and in line with the powers and authorities provided for in the Law of Ukraine on the Uniform State Demographic Register and Documents Confirming Ukrainian Citizenship, Person's Identity or Special Status</p> <p>According to the information provided by the State Geocadaster, as of December 18, 2017 access was provided to the data of the State Land Cadaster:</p> <ul style="list-style-type: none"> <li>- in the mode of issuing data from the State Land Cadaster - to 56 centers for provision of administrative services, and to 46 village, settlement and 44 town councils;</li> <li>- in the read-only mode - to 29 centers for provision of administrative services, and to 61 village, settlement and 66 town councils;</li> </ul>

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
	8) revision of requirements concerning creation of barrier-free environment in the centers for provision of administrative services	80 per cent of centers for provision of administrative services meet the requirements	Ministry of Economic Development, local state administrations, local self-government bodies (upon consent)	IV quarter of 2017	<p>At the same time, access of local self-government bodies and executive bodies to data of the State Land Cadaster is in line with the procedure for maintenance of the State Land Cadaster approved by the Resolution of the Cabinet of Ministers of Ukraine № 1051 dd. October 17, 2012, on the basis of applications</p> <p><b>Completed</b></p> <p>Resolutions of the Cabinet of Ministers of Ukraine № 565 dd. August 31, 2016 and № 652 dd. September 22, 2016 that amend the Tentative Regulation and the rules of procedure of a center for provision of administrative services, namely regarding identification of additional requirements for the layout of centers for provision of administrative services, including provision of services to persons with physical disabilities as well as the requirements for creating remote work places for center administrators.</p>
	9) delivery of training (seminars, round table meetings) on provision of basic administrative services	training delivered and information activities carried out	Ministry of Economic Development, central executive bodies, local state administrations, local self-government bodies (upon consent)	every year starting from IV quarters of 2017	<p><b>in progress</b></p> <p>In order to find optimal solutions to relevant problems and further reform of the system of administrative services, the Ministry of Economic Development and the Ministry of Regional Development with support of the project, Reform of Administration in the East of Ukraine II, of the German Society for International Development ((GIZ) organized conferences in 2016 and 2017. They were attended by representatives of the centers for provision of administrative services created by local self-government bodies, including those created in united territorial communities, as well as by local state administrations, and representatives of the Cabinet of Ministers of Ukraine, Ministry of Justice, MoI, Ministry of Social Policy, SMS, State Agency on</p>

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
	10) popularization of centers for provision of administrative services	information campaign carried out	Ministry of Economic Development, central executive bodies, local state administrations, local self-government bodies (upon consent), civil society organizations (upon consent)	every year in IV quarter	<p>E-Governance, State Architectural and Construction Inspectorate, State Geocadaster, civil society and international organizations, members of parliament of Ukraine as well as representatives of Georgian and Armenian state authorities</p> <p>The result of a joint discussion of reforms in this sphere was identification of the main priority areas of development of the system for provision of administrative services, including studying international experience</p> <p>Furthermore, representatives of the Ministry of Economic Development constantly take part in seminars, trainings on provision of administrative services that are organized by local authorities and civil society organizations.</p> <p>The Ministry of Economic Development also considers organizing trainings for staff of the centers for provision of administrative services aimed at improving their communicative skills and communication with applicants.</p> <p><b>in progress</b></p> <p>Popularization of the centers for provision of administrative services is ensured within the frameworks of information campaigns, which, among others, are carried out by:</p> <p>Ministry of Justice, SMS, local executive bodies, local self-government bodies and civil society organizations by presenting in the mass media (national television) information about new possibilities for receiving administrative services in the spheres of the state registration of real estate and business, getting a passport of a citizen of Ukraine, registration of the place of residence of individuals</p>

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
	11) development and submission to the Cabinet of Ministers of Ukraine of a draft law regulating payment for administrative services	Minister of the Cabinet of Ministers of Ukraine, National Agency on Civil Service,	Ministry of Economic Development, Ministry of Finance, Ministry of Regional Development, State Regulatory Service, Ministry of Justice	I quarter of 2017	<p>Ministry of Economic Development, civil society organizations – by posting in the Internet and their own websites information about centers for provision of administrative services that are opened, including in united territorial communities</p> <p>More specifically, following a suggestion of the Ministry of Economic Development, the Ministry of Information Policy asked Ukrainian national TV channels to broadcast a social video about a center for provision of administrative services.</p> <p><b>Not implemented</b></p> <p>fundamental conceptual principles of the draft law developed in order to take into account different political positions</p>
	12) support in the Verkhovna Rada of Ukraine of a draft law regulating payment for administrative services	law adopted	Ministry of Economic Development, Ministry of Finance, Ministry of Regional Development, State Regulatory Service, Ministry of Justice	I quarter of 2017	<p><b>Not implemented</b></p> <p>fundamental conceptual principles of the draft law developed in order to take into account different political positions</p>
<b>24. Decreasing administrative workload</b>	1) development and submission to the Cabinet of Ministers of Ukraine of a draft law on amending the list (register) of administrative services	Minister of the Cabinet of Ministers of Ukraine, National Agency on Civil Service,	Ministry of Economic Development, central executive bodies, local state administrations, local self-government bodies (upon consent)	III quarter of 2017	<p><b>Not implemented</b></p> <p>fundamental conceptual principles of the draft law developed in order to take into account different political positions</p>
	2) support in the Verkhovna Rada of Ukraine of a draft law on amending the list (register) of administrative services	law adopted	Ministry of Economic Development, other central executive bodies	III quarter of 2017	<p><b>Not implemented</b></p> <p>fundamental conceptual principles of the draft law developed in order to take into account different political positions</p>

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
	3) with support of the society, identification of 15 most popular administrative services for optimization of the procedures for their provision	list of 15 services compiled	Ministry of Economic Development, Ministry of Finance, Ministry of Regional Development, civil society organizations (upon consent)	IV quarter of 2017	<b>Completed</b> Together with the public, a list of 15 services and materials for their optimizations prepared
	4) creation of a working group for optimization of procedures for provision of 15 most popular administrative services (hereinafter — the working group)	working group created	Ministry of Economic Development, other central executive bodies, local state administrations, local self-government bodies (upon consent)	IV quarter of 2017	<b>Completed</b> A working group created for development of uniform approaches to development of administrative services in the regions, within the framework of which the most popular administrative services will be analyzed
	5) identification and description of the stages of provision of 15 most popular administrative services (according to the principles of a one-stop-shop for each event, back office data exchange, no forms filling) and estimation of a decrease of administrative burden	analytical report prepared	Ministry of Economic Development, other central executive bodies, civil society organizations (upon consent)	I quarter of 2018	-
	6) preparation of the plan for optimization of procedures for provision of 15 most popular administrative services and proposals on respective legislative amendments (more specifically, a decrease of administrative burden of service users)	optimization plan and proposals developed	working group, Ministry of Economic Development, other central executive bodies, civil society organizations (upon consent)	II quarter of 2018	-
	7) implementation of the plan for optimization of procedures of provision of 15 most popular administrative services (first package, including training for civil servants)	simplification of procedures and cost saving ensured	working group, Ministry of Economic Development, other central executive bodies	III quarter of 2019	-

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
	8) implementation of the plan for optimization of procedures of provision of 15 most popular administrative services (second package, including training for civil servants)	simplification of procedures and cost saving ensured	-	III quarter of 2020	-
<b>25. Introduction of automated exchange of data among electronic information resources of state authorities (electronic interaction)</b>	1) development and submission to the Cabinet of Ministers of Ukraine a draft normative legal act on approving the Regulation on electronic interaction of the state electronic information resources	normative legal act adopted	Ministry of Regional Development, State Agency on E-Governance, other central executive bodies	IV quarter of 2016	<b>Completed</b> The Regulation was approved by the Resolution of the Cabinet of Ministers of Ukraine № 606 dd. September 8, 2016 Some Aspects of Electronic Interaction of State Electronic Information Resources
	1) development and submission to the Cabinet of Ministers of Ukraine a draft normative legal act on approving a list of priority state electronic information resources for introduction of electronic interaction	normative legal act adopted	-	IV quarter of 2016	<b>Completed</b> The list was approved by the Resolution of the Cabinet of Ministers of Ukraine № 606 dd. September 8, 2016 Some Aspects of Electronic Interaction of State Electronic Information Resources
	2) development and submission to the Cabinet of Ministers of Ukraine a draft normative legal act on approving requirements for development of an applied programming interface (API) for the state electronic information resources	normative legal act adopted	Ministry of Regional Development, State Agency on E-Governance, other central executive bodies	II quarter of 2017	<b>Completed</b> Resolution of the Cabinet of Ministers of Ukraine № 606 dd. September 8, 2016 Some Aspects of Electronic Interaction of State Electronic Information Resources was adopted
	3) evaluation of the existing information infrastructure	analytical report on evaluation of the available information infrastructure prepared	State Agency on E-Governance, other central executive bodies	II quarter of 2017	<b>Completed</b> Analysis was conducted to study the situation, problems and prospects for development of priority state electronic information resources for introducing electronic interaction
	4) preparation and approval of the implementation plan, support for functioning and comprehensive system of protection of the system for electronic interaction of the state electronic	plan approved	-	III quarter of 2017	<b>Completed</b> The State Agency of Ukraine on E-Governance with support of an international technical assistance project, Transparency and Accountability in Public

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
	information resources using the best project management practices				Administration and Services, financed by the USAID and UKAID, carried out work to draft a road map for development of national interoperability
	6) development, introduction and support of functioning of the system for electronic interaction of the state electronic information resources	the system of electronic interaction of the state electronic information resources commissioned	-	IV quarter of 2020	On August 22, 2017 the Road Map for development of interoperability of the state electronic information resources was publicly presented and approved; the presentation was attended by representatives of state authorities, civil society and international organizations  <b>in progress</b>  Within the framework of the project, EGOV4UKRAINE procurement for the System of Electronic Interaction of the State Electronic Information Resources for the State Agency on E-Governance of Ukraine was organized, and a respective contract was signed
	7) creation of a comprehensive system for protection of information in a system of electronic interaction of the state electronic information resources	a comprehensive system for protection of information in a system of electronic interaction of the state electronic information resources created	State Agency on E-Governance, Administration of the State Service on Special Communication, Ukrainian State Archive, other central executive bodies	IV quarter of 2020	-
	8) stage-by-stage connection of information resources of central executive bodies to the system of electronic interaction of the state electronic information resources	all central executive bodies integrated in the system of electronic interaction of the state electronic information resources	State Agency on E-Governance, other central executive bodies	IV quarter of 2020	-



Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
	using the best project management practices				Administration and Services, financed by the USAID and UKAID, carried out work to draft a road map for development of national interoperability
	6) development, introduction and support of functioning of the system for electronic interaction of the state electronic information resources	the system of electronic interaction of the state electronic information resources commissioned	-	IV quarter of 2020	On August 22, 2017 the Road Map for development of interoperability of the state electronic information resources was publicly presented and approved; the presentation was attended by representatives of state authorities, civil society and international organizations <b>in progress</b>
	7) creation of a comprehensive system for protection of information in a system of electronic interaction of the state electronic information resources	a comprehensive system for protection of information in a system of electronic interaction of the state electronic information resources created	State Agency on E-Governance, Administration of the State Service on Special Communication, Ukrainian State Archive, other central executive bodies	IV quarter of 2020	-
	8) stage-by-stage connection of information resources of central executive bodies to the system of electronic interaction of the state electronic information resources	all central executive bodies integrated in the system of electronic interaction of the state electronic information resources	State Agency on E-Governance, other central executive bodies	IV quarter of 2020	-

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
	information resources using the best project management practices				Administration and Services, financed by the USAID and UKAID, carried out work to draft a road map for development of national interoperability
	6) development, introduction and support of functioning of the system for electronic interaction of the state electronic information resources	the system of electronic interaction of the state electronic information resources commissioned	-	IV quarter of 2020	On August 22, 2017 the Road Map for development of interoperability of the state electronic information resources was publicly presented and approved; the presentation was attended by representatives of state authorities, civil society and international organizations  <b>in progress</b>
	7) creation of a comprehensive system for protection of information in a system of electronic interaction of the state electronic information resources	comprehensive system for protection of information in a system of electronic interaction of the state electronic information resources created	State Agency on E-Governance, Administration of the State Service on Special Communication, Ukrainian State Archive, other central executive bodies	IV quarter of 2020	-
	8) stage-by-stage connection of information resources of central executive bodies to the system of electronic interaction of the state electronic information resources	all central executive bodies integrated in the system of electronic interaction of the state electronic information resources	State Agency on E-Governance, other central executive bodies	IV quarter of 2020	-

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress	
<b>26. Ensuring provision of administrative services in an electronic form taking into consideration the stages of development of electronic administrative services provided for in the methodology of the UN E-Government Development Index (EGDI UN)</b>	1) development and submission to the Cabinet of Ministers of Ukraine of a draft normative legal act on determining the mechanism of electronic identification of citizens for receiving administrative services in an electronic form	normative legal act adopted	Ministry of Regional Development, State Agency on E-Governance, Ministry of Economic Development, Ministry of Justice, Ministry of Finance	IV quarter of 2017	<b>Completed</b> Executive Order of the Cabinet of Ministers of Ukraine № 649 dd. September 20, 2017 approves the concept paper on development of e-governance in Ukraine One of the ways to achieve the goal of the Concept Paper is development of electronic identification and fiduciary services	
	2) development and submission to the Cabinet of Ministers of Ukraine of a draft normative legal act on approving the procedure for integration of information system of state authorities and local self-government bodies into the state portal of administrative services	normative legal act adopted	-	-	IV quarter of 2016	<b>Not implemented</b> Fundamental conceptual principles of the draft law are developed in order to take into account different political positions
	3) development and submission to the Cabinet of Ministers of Ukraine of a draft act on approving the concept paper on development of the system for provision of electronic services in Ukraine, and a list of 80 priority services in an electronic form	act adopted	-	-	IV quarter of 2016	<b>in progress</b> The agency jointly with respective governmental actors introduced 20 services in an electronic form
	4) development and submission to the Cabinet of Ministers of Ukraine of a draft act on the plan of implementation of electronic services through the Uniform State Portal of Administrative Services in accordance with the best project management practices	act adopted	-	Ministry of Economic Development, State Agency on E-Governance, Ministry of Regional Development	II quarter of 2017	<b>Completed</b> The government approved the action plan for implementation of the concept paper on developing the system of electronic services in Ukraine in 2017 – 2018 , and Instruction of the Cabinet of Ministers of Ukraine № 394-p dd. June 14, 2017 was approved
	5) organization of functioning of the uniform platform for provision of administrative services on the basis of the Uniform State Portal of Administrative Services, including electronic identification (ID Bank, ID card, Mobile ID), payment gateway, individual user cabinet,	accessibility of the uniform platform that provides information about services, mechanisms of identification, means of payment, and analytical information about received services	-	Ministry of Economic Development, State Agency on E-Governance, Ministry of Finance, National Bank (upon consent)	IV quarter of 2018	<b>in progress</b> The Uniform State Portal of Administrative Services functions since October 2015 in a test mode. <b>The Portal contains information about:</b> ▪ lists of services provided by executive bodies, where and how to receive them

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
	<p>monitoring of the level of satisfaction with the quality of provision of administrative services in an electronic form</p>	<p>services provided</p>			<p>(information about 1 000 administrative services and 46 state agencies)</p> <ul style="list-style-type: none"> <li>▪ normative legal acts regulating provision of administrative services</li> <li>▪ centers for provision of administrative services, their addresses, work procedures, and links to the web site (if available)</li> <li>▪ electronic templates of applications and other documents necessary for receiving administrative services, etc.</li> </ul> <p>A user is able to:</p> <ul style="list-style-type: none"> <li>▪ create a personal cabinet with login and password, a digital signature or the system of identification of the National Bank of Ukraine, Bank ID</li> <li>▪ order and receive in an electronic form 18 administrative services (15 services from the Ministry of Economic Development in the sphere of foreign economic activities and tourism, and 1 service from the State Architecture and Construction Inspectorate, State Geocadaster, and the Ministry of Environment)</li> <li>▪ sign up for the electronic queue for receiving a passport of a citizen of Ukraine and a passport for traveling abroad (10 services)</li> <li>▪ receive information about imposed sanctions for violation of currency legislation, information about comprehensive planned inspections, reminders about license expiry</li> </ul> <p>Furthermore, a number of services were developed which significantly improved the functional features of the Portal</p> <ul style="list-style-type: none"> <li>▪ for payment for administrative services, payment systems EasyPay, Portmone, iPay and WebMoney were connected</li> <li>▪ a mechanism for further forwarding of documents by the applicant was created</li> </ul>

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
	6) introduction of e-services	minimum 30 per cent of applying entities receive services in an electronic form	State Agency on E-Governance, Ministry of Economic Development, other central executive bodies	IV quarter of 2020	<p>receipt of an administrative service</p> <ul style="list-style-type: none"> <li>functional features of maintaining the register of administrative services and administering the Portal were modernized with regard to delimitation of the access rights of providers of administrative services to the Portal information according to their powers and authorities</li> </ul> <p>Based on the results of the works carried out in 2017, the Portal will be integration into the system of electronic interaction of executive bodies, the Portal version for visually impaired persons will be created, a comprehensive system for protection of information in the Portal will be developed, etc.</p> <p><b>in progress</b></p> <p><b>In 2016-2017 electronic services were introduced:</b></p> <p><b>in the construction sphere</b> (14 services on issuing licenses, receiving notifications, registration of declarations);</p> <p><b>in the land sphere</b> (5 services – on registration of a land plot, approval of land management projects, provision of information from the State Land Cadaster, on changing information (correction of errors) about a land plot, issuing an extract from the technical documentation on the normative monetary assessment of a land plot, issuing a certificate by a land surveyor; issuing an extract on appraisers of land plots)</p> <p>Furthermore, pursuant to the Resolution of the Cabinet of Ministers of Ukraine № 580 dd. August 31, 2016 the State Geocadaster ensured a possibility for a developer to check the status of approval of the land plot project regarding land allocation on the web portal of the State Geocadaster</p>

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
					<p><b>in the social sphere</b> (5 services on granting housing subsidies and payment of child allowance, receiving information about salary, payment of pension; request for the pension fund)</p> <p><b>in the environmental sphere</b> (2 services – on registration of a waste declaration, appeals concerning a spontaneous garbage dump)</p> <p><b>in the sphere of state registration of legal entities, individual entrepreneurs, civil status acts</b> (9 services: for individual entrepreneurs: state registration of an individual entrepreneur; change of data about an individual entrepreneur; termination of individual entrepreneurial activities; entry of data of an individual entrepreneur in the register; for legal entities: state registration of a legal entity; entry of data of a legal entity in the register; entry of non-critical but numerous changes about an individual and a legal entity; data from the business register; state registration of civil status acts).</p> <p>Furthermore, the following services are now available in a test mode on the official web site of the SMS</p> <ul style="list-style-type: none"> <li>▪ registration of citizens in an electronic queue for receiving a passport of a citizen of Ukraine in the form of a card, and a passport of a citizen of Ukraine for traveling abroad</li> <li>▪ check of the stage of passport execution</li> <li>▪ calculation of the cost and issuance of invoices with details of payment for administrative services for passport execution and issuance</li> </ul>

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
					<ul style="list-style-type: none"> <li>checking transliteration of the first name and surname in a passport in accordance with the Resolution of the Cabinet of Ministers of Ukraine № 55 dd. January 27, 2010 On Normalizing Transliteration of Ukrainian Alphabet in Latin Letters</li> <li>passports in the Invalid Documents database</li> </ul>
<b>27. Ensuring open data development</b>	1) development and submission to the Cabinet of Ministers of Ukraine of a draft normative legal act on approving the Procedure for maintaining the Uniform State Web Portal of Open Data	normative legal act adopted	Ministry of Regional Development, State Agency on E-Governance, other central executive bodies	IV quarter of 2016	<p><b>Completed</b></p> <p>The CMU Resolution № 867 dd. November 30, 2016 Some Aspects of Disclosure of Public Information in the Form of Open Data approved the Procedure for maintaining the Uniform State Web Portal of Open Data</p>
	2) development and submission to the Cabinet of Ministers of Ukraine of a draft legislative act on Ukraine joining the International Open Data Charter	The Cabinet of Ministers of Ukraine approved the draft act of the President of Ukraine and forwarded it to the Presidential Administration	Ministry of Regional Development, State Agency on E-Governance, MFA	IV quarter of 2016	<p><b>Completed</b></p> <p>Approved by the CMU Order № 686-p dd. September 22, 2016 Some Aspects of Joining the International Open Data Charter</p>
	3) creation, implementation and support of functioning of the Uniform State Web Portal of Open Data	the Uniform State Web Portal of Open Data commissioned	State Agency on E-Governance, central executive bodies, local state administrations, local self-government bodies (upon consent)	IV quarter of 2020	<p><b>in progress</b></p> <p>test use of the Uniform State Web Portal of Open Data started in April 2016 The administrator of the Uniform State Web Portal of Open Data is a state-owned enterprises subordinate to the State Agency on E-Governance, namely <i>Derzhinformresurs</i></p>
	4) publication of priority sets of state data in the open data format at the national and regional level	minimum 20 000 data sets published in the Uniform State Web Portal of Open Data	-	IV quarter of 2020	<p><b>Completed</b></p> <p>As of December 31, 2017 more than 27 480 data sets were published in the Uniform State Web Portal of Open Data, and more than 2 000 managers of open data sets were registered.</p>

Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
	5) development of methodological materials on publishing data sets in accordance with the requirements of the Resolution of the Cabinet of Ministers of Ukraine № 835 dd. October 21, 2015 On Approving Regulation of Data Sets Subject to Publication in Open Data	methodological materials prepared and submitted to information managers	-	I quarter 2017 -	<b>completed</b>
	6) monitoring the status of publication and update of data sets on official web sites of state authorities and in the Uniform State Web Portal of Open Data	report on the conducted monitoring prepared	State Agency on E-Governance, central executive bodies, local state administrations, local self-government bodies (upon consent)	every year in IV quarter	<b>in progress</b>  In 2016 two monitoring activities were conducted of the status of publication and update of data sets in the Uniform State Web Portal of Open Data, the results of which were published in the Internet.  In 2017, monitoring was postponed because of development and introduction of amendments to the CMU Resolution № 835 dd. October 21, 2015 On Approving Regulation of Data Sets Subject to Publication in Open Data.  Pursuant to the Resolution of the Cabinet of Ministers of Ukraine adopted by the Government n December 20, 2017 On Amending the Resolution of the Cabinet of Ministers of Ukraine № 835 dd. October 21, 2015 On Approving Regulation of Data Sets Subject to Publication in Open Data, the list of data sets was increased to 616, which is double of the previous number of data sets.



Task	Activity	Implementation indicator	Responsible for implementation	Implementation period	Task implementation progress
	7) provision of information support, development of electronic training materials about advantages and possibilities of open data for various target audiences (public, entrepreneurs, mass media)	information materials prepared, information campaign carried out	-	II quarter of 2017	<p><b>Completed</b></p> <p>Implemented within the framework of an international technical assistance project, Transparency and Accountability in Public Administration and Services (TAPAS), financed by the US Government through the US Agency for International Development, beneficiaries of which is the State Agency of Ukraine on E-Governance and the Ministry of Economic Development and Trade of Ukraine</p> <p>five training modules on open data developed for on-line training, which became available for learners in August 2017</p>