

IMPROVING THE QUALITY OF CIVIL SERVANTS OF PROVINCIAL PARTY ORGANIZING COMMITTEE OF LAO PEOPLE'S DEMOCRATIC REPUBLIC

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Abstract: in Lao People's Democratic Republic, civil servants are not only people working in the State administrative apparatus, but also those working in the assisting apparatus of the Lao People's Revolutionary Party. The organization committee of the Provincial Party Organizing Committee is the advisory and assisting agency for personnel of the Provincial Party Organizing Committee. Over the past years, the quality of civil servants in general and officials of the Provincial Party Organizing Committee in particular has been improved, but compared with the increasing requirements of the tasks, the quality of civil servants of provincial Party Committee still contains limitations. In order to improve the quality of advising for the Provincial Party Organizing Committee, first of all, it is necessary to improve the quality of civil servants in the Provincial Party Organizing Committee.

Keywords: civil servants, Lao People's Revolutionary Party, Party management and organization, policy, provincial government.

ПОВЫШЕНИЕ КАЧЕСТВА ГРАЖДАНСКИХ СЛУЖАЩИХ ОРГАНИЗАЦИОННОГО КОМИТЕТА ПРОВИНЦИАЛЬНОЙ ПАРТИИ ЛАОССКОЙ НАРОДНО-ДЕМОКРАТИЧЕСКОЙ РЕСПУБЛИКИ

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Аннотация: в Лаосской Народно-Демократической Республике государственными служащими являются не только люди, работающие в государственном административном аппарате, но и те, кто работает во вспомогательном аппарате Лаосской народно-революционной партии. Оргкомитет Провинциального организационного комитета партии является консультативным и вспомогательным агентством для персонала Провинциального организационного комитета. За последние годы качество государственных служащих в целом и должностных лиц провинциального организационного комитета партии в частности улучшилось, но по сравнению с растущими требованиями к задачам качество государственных служащих провинциального комитета партии все еще содержит ограничения. Для повышения качества консультирования Провинциального организационного комитета партии, прежде всего, необходимо повысить качество работы государственных служащих в Провинциальном организационном комитете.

Ключевые слова: государственные служащие, Народно-революционная партия Лаоса, Партийное управление и организация, политика, правительство провинции.

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1. Quality of civil servants in Party Committees of Lao People's Democratic Republic today

By the end of 2019, the total number of civil servants in the Provincial Party Organizing Committee of Lao People's Democratic Republic was 508 people, of which 199 were female (39.17%), 309 were male (60.83%); 382 people were Lao People's Democratic Party members (accounting for 75.19%), 126 were not party members (accounting for 24.81%), but many of these were striving to become Lao People's Democratic Party members.

Table 1. Regarding professional qualification

none level	elementary	intermediate	college	university	master	doctor
3	5	27	103	330	39	1

Source: Central Organizing Committee.

Table 2. Regarding theoretical qualification

none level	fostering	elementary	intermediate	advanced
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316	14	6	25	147
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Source: Central Organizing Committee.

Regarding political qualities, lifestyle and ethics: Most of civil servants of the Provincial Party Organizing Committee have political and ethical qualities. Practice “industriousness and thriftiness, integrity and righteousness”, devotedly serve the Party, be aware of the sense of responsibility at work, master and strictly abide by the provisions of law on tasks, powers and things that civil servants must not do while performing official duties. Thanks to being able to maintain the political quality and ethical lifestyle, civil servants of the Provincial Party Organizing Committee has built up the reputation in the work, established the trust of the people with the civil servants in general, thereby gradually building up people's confidence in the leadership of the Lao People's Democratic Party.

- Regarding professional qualifications and job skills: Most of civil servants of the provincial Party Committee know how to apply professional knowledge trained in job handling and application of information technology in daily work. At the same time, gradually improve the capacity and train the necessary skills in conduct, communication, mutual understanding and respect, responsibility for the assigned work, and the right attitude in the process of performing duties. Therefore, the organizational and managerial capacity of civil servants of the Provincial Party Organizing Committee has clearly improved, civil servants are capable of organizing and managing quite well. Most civil servants have been proactive in their work, managed tasks in a more scientific way, gradually applied information technology to work, and improved productivity and work performance.

Regarding policy regime for civil servants: Over the past years, with the attention of the Provincial Party Organizing Committee, People's Councils and People's Committees have closely instructed the training and retraining. In addition, the recruitment, management and employment of civil servants of the Provincial Party Organizing Committee has been increasingly focused, so the quality of civil servants has been increasingly raised compared to the past.

In general, the quality of civil servants in the Provincial Party Organizing Committee of Lao PDR has gradually been enhanced and strengthened, the titles have been arranged stably and promoted the effects and policies for civil servants of the Provincial Party Organizing Committee have been improved step by step. Therefore, the advising and support activities have made clear progress to better serve the leadership of the Provincial Party Organizing Committee. However, civil servants of the organizing committee of Lao PDR also have certain limitations:

- In addition to the majority of provincial party committee officials who are responsible for the work, have good qualities, and a healthy lifestyle, there are still a part of civil servants who are weak in qualities, degrading in their ethics, and are not exemplary in the implementation of the guidelines and policies of the Party and laws of the State. When implementing the tasks, some civil servants are still slow, dependent, lack of initiative and creativity in implementing tasks, the advisory work is still poor, the effectiveness is not high, and the coordination between units and parts in public service implementation are still not tight; in solving the work, a part of the civil servants still show signs of causing difficulties and troubles for organizations and citizens.

Some civil servants of the Provincial Party Organizing Committee still violate the rules and regulations of agencies and units, have not well complied with the regulations and internal rules; some civil servants are degrading in qualities, ethics, and fall into a number of social evils; more seriously, there are corruption, bureaucracy, arrogance, lack of sense of responsibility, spirit of service, and insensitivity.

- There is a sad fact that high qualification is not proportional to the work capacity. Many civil servants have high degrees of education, but the capacity is still limited, because these people go to training and retraining courses to complete certificates and to "beautify" their profiles. In general, the knowledge of laws and state management of civil servants of the Provincial Party Organizing Committee is still lacked and weak, although it has been fostered through training courses, but the profession is not intensive. The number of civil servants of the Provincial Party Organizing Committee has obtained a diploma in foreign language and information technology level is increasing in number, but the actual use in practical work is still very limited.

- Young civil servants under the age of 30 of the Provincial Party Organizing Committee are dynamic, enthusiastic, but lacks practical experience, the spirit of learning is not high, so in the professional work, there are still many shortcomings and their work handling is still immature. Civil servants over 50 years of age have a lot of experience in the work, but have sizable inertia, are slow to acquire new professional knowledge, work mechanically, lack creativity, manipulate slowly, and have limited information technology skills, which significantly affect the modernization of the current administration and political system.

- The sense of responsibility and working style of civil servants of the Provincial Party Organizing Committee are weak and slow to innovate. The phenomena of wasting time, coming late, leaving early and doing private works during working hours still exist; and many civil servants have not focused on working. There are civil servants who abuse their positions and responsibilities to make profit; have arbitrary working style; have the phenomenon of not really working under the law, but weighing on habits and emotions. From the above

facts, the effectiveness of the work of civil servants of the Provincial Party Organizing Committee is not high, seriously affecting the confidence of agencies and organizations for the leadership of the Lao People's Democratic Party.

2. Some solutions to improve the quality of civil servants at the Provincial Party Organizing Committee of Lao PDR

Firstly, complete the policy system for civil servants of the Provincial Party Organizing Committee

The formulation and completion of the policy system for civil servants of the Provincial Party Organizing Committee cannot be separated from the general policy system of the State, but must be concretized in accordance with the situation and specific characteristics of each locality.

The completion of the system of policies for civil servants can only be done synchronously from the following stages: guidelines and policies of the Party, to the completion of the Government's regulations and policies and the application in accordance with the reality of local authorities. Accordingly, regulations on employment, management and policies for civil servants must be soft and flexible enough to limit "brain drain" and ensure the competitiveness and attraction of talents for the administration. The fair wage policy, commensurate with the capabilities and performance of the work, the attractiveness of the job, the promotional opportunity and the pride of serving in the civil service of the country are levers that stimulate civil servants to work, have many creations and contribute to society and the country.

Wages must be reformed from the point of view of innovation, wages must be truly the main source of income to ensure the life of civil servants and their families at the average level of the society or above. This is an important impetus for civil servants to focus all their strength and intelligence to well perform their assigned duties and tasks. Wages and bonuses must ensure the payment of labor force and the value of public servants' dedication. In addition to the salary according to the ranks, grades and allowances, a bonus regime for public servants who successfully complete their official duties must gradually be built, gradually shifting to wages based on job position.

Develop regimes and policies to honor and encourage conscientious commitment to the performance of official duties, and appropriate material and spiritual rewards for good, devoted and transparent civil servants.

Localities need to review the current regulations based on the legal framework of the State in general, develop and promulgate and revise policies to attract talents with simple procedures and suitable remuneration to attract talented people who are interested in working for the public sector, which is a high quality additional resource for the contingent of civil servants of the Provincial Party Organizing Committee.

Moreover, it is necessary to build the basic principles in the organization and personnel and must understand and strictly implement the set regulations and principles, thereby the establishment of the apparatus and selection choose the people for the new apparatus that is not far from the goals and basic views, ensuring the consistency. When performing all activities of personnel organization, it must be based on processes, rules and regulations. All the coordination between heads, collective committees, advisory bodies on cadre work must also be based on rules, procedures and regulations. Avoid arbitrary, emotional, imposing or irresponsible situation. There should be a clear assignment of functions and duties. Absolutely ensure the principle of democratic centralism in all activities of the cadre work.

Secondly, renovate the task of recruiting civil servants in the system of the Provincial Party Organizing Committees

For effective recruitment to meet the task requirements, first of all, it is necessary to concretize, complete and supplement the professional standards of the Provincial Party Organizing Committee. Build and perfect standards based on job positions and leadership and management titles of provincial Party Committee officials as a basis for recruiting, arranging, using, planning, evaluating and appointing, etc.

Since the recruitment has a great position and importance in the development of civil servants, the recruitment process needs to be scientific, public and transparent in order to achieve the recruitment goals and requirements. After recruiting, there should be a probationary process, a probationary evaluation, and a voting of confidence. In each stage of the evaluation and remarks of probationary civil servants, they must be really transparent, public as well as sincere in their constructive contributions. If civil servants meet the set requirements, they will be recruited and appointed to the official ranks. Vice versa, if someone is unqualified, their employment contract will be terminated.

To recruit the right people, it is required to establish specific standards for each position. In addition to the common standards, civil servants of the Provincial Party Organizing Committee must have a strong political stance, have a clear class position in employing people, must be really honest, fair, transparent and qualified to test and manage people. This is a very necessary standard to avoid class ambiguity, dishonesty, friendship, favor, wisdom, vengeance, resentment, localism, individualism and taking advantage of positions to gang up.

The building of a team of civil servants in charge of organizing work must pay particular attention to selecting the head of the organizing agency. These people must be qualified and capable, impartial, unbiased and always virtuous. A person who has the right political views, has an innovative mindset, believes in people, respects people, and has profound knowledge and rich experience.

Thirdly, improve the quality of training and retraining of civil servants for the Provincial Party Organizing Committee

Improve the quality of the team of civil servants of the Provincial Party Organizing Committee, the training and retraining are very important. In order for this task to be effective, the following activities need to be renovated:

- Renovate the training and retraining plan in the direction of evaluating the current capacity of the team of civil servants of the Provincial Party Organizing Committee to determine the capacity framework for training and retraining.
- Renovate training forms and methods in a positive way, interact and exploit teamwork capacity.
- Develop appropriate training programs and contents. The contents of the training programs in the coming time should focus on the following factors: economy, culture, society; finance; international integration; information collection and processing skills; information communication skills; and problem-solving skills, etc.
- Organize for civil servants to develop their own development training programs. In addition to relying on the training and fostering courses ordered by the organizers, each civil servant should take the initiative in participating in other training and retraining classes to perfect their public knowledge and skills. The contents of self-training includes enhancing, practicing moral qualities, improving professional knowledge, and improving advisory capacity, etc.
- Renovate methods of evaluating effectiveness after training and retraining. This is the necessary work to be done in the coming time so that effective training programs and plans can be developed.

Fourthly, develop criteria to evaluate civil servants of the Provincial Party Organizing Committee

From the common standards of civil servants, to evaluate the quality of civil servants of the Provincial Party Organizing Committee, it is necessary to set up evaluation criteria. The following evaluation criteria are recommended:

(1) Criteria for a sense of discipline and ethical qualities

- Civil servants of the Provincial Party Organizing Committee must be aware of organizing discipline, ethical quality; lifestyle, style, standard and healthy working style. Unite and implement the principles of democratic centralism in agencies and units.

- Implement the code of conduct of officials, public servants and employees of agencies and units.

(2) Criteria of capacity and working skills

- For public servants holding leading and managerial positions:
 - + Actively study and update promptly legal knowledge and professional knowledge; advise fully and quality documents for the direction and administration of the unit/division under the direction of the leader and work plan.
 - + Participate in developing work plans of agencies and units according to assigned fields and individual work plans with clear content and progress.
 - + Direct, administer and control the performance of tasks by agencies, units and divisions in a timely manner, without omitting tasks. Handle work in accordance with regulations and processes.
 - + Deploy, assign tasks and coordinate tasks for subordinates flexibly, with direction, direction and guidance.
 - + Check, cover and urge the performance of duties of cadres, civil servants and public employees in units and divisions and promptly solve difficulties and problems according to their competence.
 - + Have the capacity to gather cadres, civil servants and official, to build solidarity and unity units and divisions. Coordinate and create good relationships with individuals and organizations involved in the performance of tasks.
 - + Proficiently use software, information technology applications to meet the requirements of management, administration and work settlement. Advise to organize, chair and run meetings effectively.
 - + Issued documents in the field of responsibility must ensure the correct format, process, procedure, no mistakes, and ensure the schedule.
- For public servants not holding leading and managerial positions:
 - + Proactively study and update timely legal knowledge and professional knowledge to participate in organizing the implementation of quality work.
 - + Build an individual's work plan with clear content and schedule.
 - + Deploy, guide, urge and inspect the units and individuals involved in performing the tasks in the field of advising effectively.
 - + Organize the implementation of tasks and works in accordance with the process and regulations.
 - + Report promptly and accurately to the leaders about the situation and results of the performance of assigned tasks. Proactively propose counsels to solve according to the task.
 - + Set up a complete work profile according to the assigned work content; keep records and documents properly.
 - + Actively solve the work and coordinate well with the individuals and units involved in solving the work effectively.

+ Proficiently use software, information technology applications to meet the work requirements. Advise to prepare content, documents, reports, etc. for effective meeting.

+ The issued documents in the field of advisory ensure the right format, process, procedure and no errors.

(3) Criteria for results of performing assigned duties and tasks

- Complete 90-100% of the work according to the plan and the schedule to ensure progress and quality.

- Complete 80-90% of the work according to the plan and the schedule to ensure progress and quality.

- Complete 70-80% of the work according to the plan and the schedule to ensure progress and quality.

- Complete under 70% of work.

(4) Other criteria

- Advise and propose solutions and new models to ensure quality and progress approved by competent authorities.

- Advise effectively on new, difficult and complex tasks as assigned by the agency and unit leaders.

- Be proactive, creative, scientific, innovate working methods, improve work efficiency, and have outstanding achievements.

Fifthly, improve working conditions and environment

Ensure the conditions of facilities such as offices, desks, chairs, phones, computers, etc. and other stationery serving the performance of professional tasks. Depend on actual conditions of agencies and units to equip officials and public employees, but must ensure the elements of an agency or office. In order to improve working conditions and facilities, it is necessary to create conditions for the board to be proactive in its budget, ensure that rooms and party committees can balance their regular spending. Implement regulations on periodic inspection, auditing, publicizing budget revenues and expenditures.

Have a plan to equip necessary working facilities and step by step modernize according to the requirements on computerization of the State administrative management system. Ensure a good system of equipment and facilities for information and internal network implementation in order to improve management efficiency.

In addition, attention should be paid to building an office culture. This is a key issue that many organizations are now pursuing. Methods of communication, horizontal and vertical relationship between members and units in the organization; transparent working procedures, processes and rules; leadership and management style.

Sixthly, intensify inspection, examination and supervision for civil servants of the Provincial Party Organizing Committee

It is necessary to develop regulations on inspection, examination and supervision for the public, but the provincial organizing committee, considering it as a condition to ensure the active and correct performance of official duties of civil servants of the Provincial Party Organizing Committee, so that they are really both ethical and professional. Inspection, examination and supervision are measures to ensure strict observance of regulations and disciplines in the performance of public duties by civil servants. However, the inspection, examination and supervision of official duties, civil servants at the Provincial Party Organizing Committee have not really been paid adequate attention, and there have been many manifestations of limitations, indulgence and formality.

In order for the inspection, examination and supervision of civil servants of the Provincial Party Organizing Committee to be effective, it is necessary to have more specific regulations on inspection, examination and supervision of civil servants of the Provincial Party Organizing Committee; regular and periodic inspection and examination for civil servants of the Provincial Party Organizing Committee. Such results must be publicly announced, and serve as a basis for evaluation, arrangement, promotion, appointment and consideration of other preferential regimes.

It can be seen that the quality of civil servants of the Provincial Party Organizing Committee is one of the most important factors to improve the quality of the Party's leadership. The improvement of the quality of civil servants of the Provincial Party Organizing Committee with the recruitment, training and fostering activities has a close relationship with each other. In order to have the competence to perform good public duties, it is impossible to have it overnight, nor is it not a natural factor that must go through a long, regular learning process.

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