

**CYPRUS CAF ACTION PLAN
2007 - 2008**

ULTIMATE SPONSOR OF THE CAF ACTIVITIES IN YOUR COUNTRY

Decision by the Council of Ministers dated 21.3.2007 for the full support of the dissemination of CAF in the whole Public Sector, i.e. Ministries / Departments, Semi-Government Organizations and Local Authorities interested in CAF

A. Spreading Information on CAF

A.1 Publications on CAF

Title of the publication	Content	Sponsor/initiator	Target Group	Partner	Date/Timeframe	Contact Person
CAF Booklet	-CAF philosophy and value -content of CAF model -basic steps for implementing CAF	Department of Public Administration and Personnel (PAPD), Ministry of Finance	Cyprus Public Sector		By September 2007	Mr. Andreas Mylonas, PAPD
CAF Circular	-CAF and its value -decision by the Council of Ministers dated 21.3.2007 for the full support of the dissemination of CAF in the whole Public Sector, i.e. Ministries / Departments, Semi-Government Organizations and Local Authorities interested in CAF -invite them to register in a CAF presentation	PAPD	Cyprus Public Sector		By May 2007	Mr. Andreas Mylonas, PAPD

A.2 Introductory Meetings

Title of the Meeting	Content	Sponsor/initiator	Target Group	Partner	Date/Timeframe	Contact Person
CAF Introductory Meeting	-CAF philosophy and value -basic steps towards CAF introduction	PAPD	Ministry, Semi-Government Organization or Local Authority which expressed interest in CAF	Cyprus Academy of Public Administration (CAPA)	Throughout 2007 - 2008	Mr. Andreas Mylonas, PAPD / Mrs. Eleni Gereoudakis, CAPA

A.3 CAF Website

Url of the website	Content	Sponsor/initiator	Target Group	Partner	Date/Timeframe	Contact Person
Enrichment of the information provided in the CAF link, which falls under the PAPD website	to include: -experience of departments / municipalities that have already introduced CAF -recent decision of Council of Ministers to fully support the dissemination of CAF in the whole Public Sector	PAPD			Continuous	Mrs. Panayiota Krokou, PAPD

B. Trainings

B.1 CAF integrated in general training programmes for civil servants

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B.2 Specific CAF trainings

Name of the training	Content	Sponsor/initiator	Target Group	Partner	Date/Timeframe	Contact Person
Training of self – assessment teams in CAF (4-day workshop)	-CAF presentation (philosophy, historical background, preparation for implementation and success factors -discussion -educational film -practical exercise -group work -presentation of experiences of other teams	-CAPA -PAPD	Organizations which express interest in CAF		Throughout 2007 - 2008	Mr. Sotos Siakides, CAPA / Mr. Andreas Mylonas, PAPD

B.3 CAF trainings by partners

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C. Developing additional tools

C.1 Guidelines

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C.2 Case studies

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C.3 CAF for specific sectors

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D. Organise support for individual organisations in implementing CAF

D.1 In-house training

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D.2 In-house coaching

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E. Stimulate CAF partnerships at regional and local level

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F. CAF events/activities

F.1 Users' events

Name of the users event	Content	Sponsor/initiator	Target Group	Partner	Date/Timeframe	Contact Person
One-day CAF event for the «Sharing of experiences between CAF users»	-lessons learned -problems experienced -exchange of ideas -how PAPER and CAPA could further help and support	PAPER	CAF users	CAPA	By the end of 2007 for current users	Mr. Andreas Mylonas, PAPER

F.2 Quality Conferences involving CAF

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G. National registration of CAF users

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H. Other activities

Name of the activity	Content	Sponsor/initiator	Target Group	Partner	Date/Timeframe	Contact Person
Keep Council of Ministers informed to maintain its support	-progress made with regards to CAF introduction in the Public Sector -results achieved following implementation	PAPER	Council of Ministers		Whenever considered necessary	Mr. Andreas Mylonas, PAPER