

## CAF NATIONAL ACTION LATVIA (2007-2008)

### ULTIMATE SPONSOR OF THE CAF ACTIVITIES IN YOUR COUNTRY

Public Administration Development strategy 2007-2013, Suggestions Nr.1 (11.12.2001.) and Regulations Nr.501 (14.12.2001.) by the Cabinet of Ministers on Introduction of the Quality Management in Public Institutions

## A. Spreading Information on CAF

### A.1 Publications on CAF

Title of the publication	Content	Sponsor/initiator	Target Group	Partner	Date/Timeframe	Contact Person

### A.2 Introductory Meetings

-

### A.3 CAF Website

Url of the website	Content	Sponsor/initiator	Target Group	Partner	Date/Timeframe	Contact Person
www.mk.gov.lv	Information on CAF tools, users and best practices will be available on the web on QM in PA	State Chancellery	Public institutions		01.11.2007.	Evita Kirilova +3717082974 Evita.kirilova@mk.gov.lv

## B. Trainings

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

-

## B.2 Specific CAF trainings

Name of the training	Content	Sponsor/initiator	Target Group	Partner	Date/Timeframe	Contact Person
CAF Training	Introduction of CAF	Government of Latvia	Civil servants from national level state institutions	EIPA	10.-13.09.2007.	Evita Kirilova +3717082974 Evita.kirilova@mk.gov.lv

## B.3 CAF trainings by partners

-

## C. Developing additional tools

### C.1 Guidelines

Name of the guideline	Content	Sponsor/initiator	Target Group	Partner	Date/Timeframe	Contact Person
www.mk.gov.lv	Information on CAF tools, users and best practices will be available on the web on QM in PA	State Chancellery	Public institutions		01.11.2007.	Evita Kirilova +3717082974 Evita.kirilova@mk.gov.lv

### C.2 Case studies

-

### C.3 CAF for specific sectors

-

## D. Organise support for individual organisations in implementing CAF

### D.1 In-house training

-

### D.2 In-house coaching

## E. Stimulate CAF partnerships at regional and local level

-

## F. CAF events/activities

### F.1 Users' events

-

### F.2 Quality Conferences involving CAF

Name of the Conference	Content	Sponsor/initiator	Target Group	Partner	Date/Timeframe	Contact Person
Annual Conferences for Civil Servants	Best practice presentations (if available)	Government of Latvia	Public institutions	Employers' Confederation of Latvia	01.11.2007.	Evita Kirilova +3717082974 Evita.kirilova@mk.gov.lv

## G. National registration of CAF users

Content	Sponsor/initiator	Target Group	Partner	Date/Timeframe	Contact Person
Registration of CAF users in <a href="http://www.mk.gov.lv">www.mk.gov.lv</a> QM	State Chancellery	Public institutions		01.11.2007.	Evita Kirilova +3717082974 Evita.kirilova@mk.gov.lv

site					

## H. Other activities

Name of the activity	Content	Sponsor/initiator	Target Group	Partner	Date/Timeframe	Contact Person
ESF national activities for strengthening administrative capacity in public sector	-Grant scheme for introduction QM, including CAF, in public sector; -training courses for public sector institutions on QM issues, including CAF.	State Chancellery	Public institutions		2007-2013	Evita Kirilova +3717082974 Evita.kirilova@mk.gov.lv