



■ WeBER Indicator Summary

AREA: PUBLIC SERVICE AND HUMAN RESOURCE
MANAGEMENT

ALBANIA

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PAR Area	Public Service and Human Resource Management	Country	ALBANIA
SIGMA Principle	3: The recruitment of public servants is based on merit and equal treatment in all its phases; the criteria for demotion and termination of public servants are explicit		

WeBER Indicator	3PSHRM_P3_I1: Openness, transparency and fairness of recruitment into the civil service
Indicator approach	
<p>The focus of this indicator is on the recruitment into the civil service, more specifically through the analysis of the characteristics of the public competitions, as an open and transparent recruitment method which should ensure that the best candidates get civil service jobs. The methodology is based on the combination of analysis of administrative data pertaining to public competitions for public (civil) service positions and the perceptions of the public, and the civil servants themselves.</p> <p>The main sample for analysis is five most recent, completed public competitions for civil service jobs in each country for the year preceding the monitoring, from five different state administration authorities, i.e. one large ministry, one medium ministry, one small ministry and two central state administration agencies (special organizations, offices, government services, etc.). Only institutions to which civil service law applies are taken into account. Before filing requests, researchers check if the administrative bodies have had public job announcements in the previous year. In countries with decentralised systems (where requests have to be filed to individual institutions), researchers double the number of FOI requests. All elements based on the sample below refer to the same sample.</p> <p>To better inform the research and particularly the narrative reports, a focus group will be held with 5-10 former candidates for civil service jobs who applied to various levels of job positions as external candidates (i.e. candidates who were not already civil servants or hired via contracts in the public administration). An interview with a representative of the central, HRM responsible institution is held, to further inform the findings.</p>	
Summary of the findings	
<p>Concerning admissions to civil service, Albania has a centralized system that includes pool recruitments – mainly driven by efforts to curb political influence over the process. Recruitment is carried out through public vacancy announcements published nation-wide. These announcements follow a standardized model in structure and are written in a non-bureaucratic style that can be understandable to a non-expert audience. DoPA has also introduced user-friendly approaches to assist external applicants in applying for jobs in state administration institutions. Moreover, recruitment procedures do not give internal candidates an unfair advantage by placing unreasonable burden on external applicants. The application process is organised in one phase, with all documents to be obtained and submitted by the candidate upfront. In addition, the current regulatory framework does not allow candidates to supplement missing documentation in the application procedure. However, there is transparency in making available to the public decisions of the selection committees. Against this backdrop, civil servants have a predominantly positive perception on the meritocratic character of the recruitment process. But there appears to exist a perception gap between civil servants and the average Albanian citizens. Whilst 63.7% of surveyed civil servants think that civil servants are recruited on the basis of qualifications and skills, only 35.2% of the Albanian citizens hold the same opinion. More than half of the public disagreed on the meritocracy in the recruitment in the civil service.</p>	
Specific observations	
<p>Survey of civil servants and CSOs were administered through anonymous, online questionnaire. The data collection method included self-administered questionnaires (web SAQ). The sample for the survey of civil servants was N=1116. The sample for the survey of CSOs was N=93.</p> <p>The public perception survey was conducted through computer-assisted personal interviewing (CAPI), using a three-stage random stratified sampling. For Albania, the margin of error for the total sample of 1013 citizens is $\pm 3.08\%$, at the 95% confidence level.</p> <p>For Albania, a total of 93 CSOs were surveyed. The data collection method included a self-administered questionnaire (web SAQ).</p>	

Indicator score	<i>16 (out of 36 points)</i>
Final indicator value	<i>2 (scale 0-5)¹</i>
Measurement period	<i>Collection of data on public competitions: June – July 2018. Civil servants survey: April 3rd – April 25th, 2018 Public perception survey: October 15th – November 30th, 2017.</i>

¹ Conversion of points: 0-6 points = 0; 7-12 points = 1; 13-18 points = 2; 19-24 points = 3; 25-30 points = 4; 31-36 points = 5