*[Data that has been automatically pre-filled in the templates for the cover notes is based on the operational arrangements which have last been updated on 2024-03-22. Should the respective CID and/or operational arrangements have been amended in the meantime, please reach out to ECFIN-RECOVER.]*

*[DATE]*

*[AUTHOR (Organisation, not name)]*

**LV-C[C6]-R[6-3-1-r-] Modernisation of public administration**

**LV-C[C6]-R[6-3-1-r-]-T[199] Share of direct public administration human resources receiving accounting and human resource management services centrally.**

**Date of completion:** **Q3 2026**

**1) Context: description of the measure and relevant context from the CID annex** [text in full from the English version]

The objective of this measure is to take the first step in modernizing the public administration, which means making it more efficient and innovative and a more attractive place to work to deliver better policy and services to citizens as well as addressing the new challenges that have emerged in the context of the COVID-19 crisis. The reform consists of a) adoption of a plan for the modernisation of public administration, b) development of a concept and its gradual implementation of a single service centre, starting the centralization of public administration support functions, which is part of the modernization plan. The reform shall be implemented by 31 August 2026.

**2) Copy of the milestone/target wording** [text in full from the English version]

| Seq.num | Measure (reform or investment) | Milestone/Target | Name | Qualitative indicators (for milestones) | Quantitative indicators (for targets) | | | Indicative timetable for completion | | Reporting and implementation responsibility | Description of each milestone and target |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Unit of measure | Baseline | Goal | Quarter | Year |
| 199 | C6.6-3-1-r- Modernisation of public administration | Target | Share of direct public administration human resources receiving accounting and human resource management services centrally. |  | % of total number of employees employed in direct administration | 0 | 15 | Q3 | 2026 | State Chancellery | The entry into operation of a single solution and the gradual centralisation of the support functions such as accounting and human resource management of the public administration shall start.  At least 15% of the total number of employees in direct administration shall receive centralised accounting and human resource management services from the single solution service provider |

Verification mechanism:

Summary document duly justifying how the target (including all the constitutive elements) was satisfactorily fulfilled, with appropriate links to the underlying evidence. This document shall include as an annex the following documentary evidence: an extract from the database of human resources showing at least 15% of employees in direct administration receiving centralised accounting and human resource management services from the single solution service provider.

Further specification: (if relevant)

**3) List of key evidence provided in FENIX**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Identifier [same as in FENIX] | Name of the evidence.  For legal acts please provide the full legal reference and date of entry into force | Short description | Link to the requirements below |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |

**4) Detailed justification**

*[Explain clearly how the achievement of the milestone/target is demonstrated by the evidence provided,* ***covering ALL elements of the milestone/target and the elements of the measure description that are directly or indirectly linked to the milestone/target’s requirements.***  *(e.g. the fact that (i) a certain institution had (ii) to accomplish something (iii) in a certain way in order (iv) to achieve a certain goal (v) by a certain date). Please provide* ***a clear link between all the below elements and the one or more evidence items listed above.***

Requirement 1: ‘[excerpt from the milestones/target or the measure description]’

*[Explanation of fulfilment]*

Requirement 2: ‘[excerpt from the milestones/target or the measure description]’

*[Explanation of fulfilment]*

Requirement 3: ‘[excerpt from the milestones/target or the measure description]’

*[Explanation of fulfilment]*

[…]

Contribution to the achievement of other elements from the measure description: [evidence related to the elements that are not directly addressing the M/T but in the measure, where relevant]