

銓敘部

Ministry of Civil Service

業務簡介
Introduction

• 永續 Sustainability

• 務實 Practicality

• 前瞻 Vision

• 完善 Perfection





銓敘部業務簡介

Introduction to Ministry of Civil Service



永續 Sustainability



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壹、前言

政府效能是國家競爭力的重要指標，文官制度能否因應時代變遷進行改革，以符合當前國家發展的需要，則是政府效能是否能向上提升的關鍵。銓敘部肩負公務人員人事政策的規劃與研議重任，在考試院領導下，積極進行文官制度的興革，以有效提升公務人員素質，進而建立廉能、專業及有效率的政府，務使全體公務人員都達到廉正、明快、主動、親切、務實、建設、創新、多元的要求。

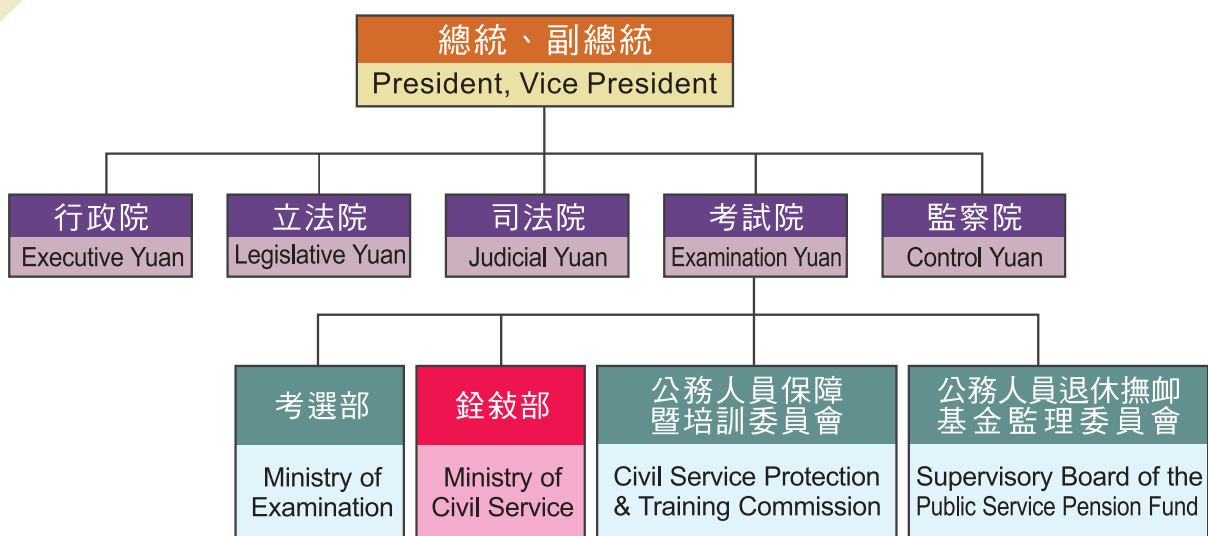
貳、我國政府與人事制度

一、中央政府組織

依憲法規定，我國中央政府組織所採的五權分立制，是國父孫中山先生融合西方行政、立法、司法三權分立制精神與我國固有之考試、監察兩種優良制度的一種創新體制。

中華民國政府組織系統圖

ROC Central Government Organizational Structure





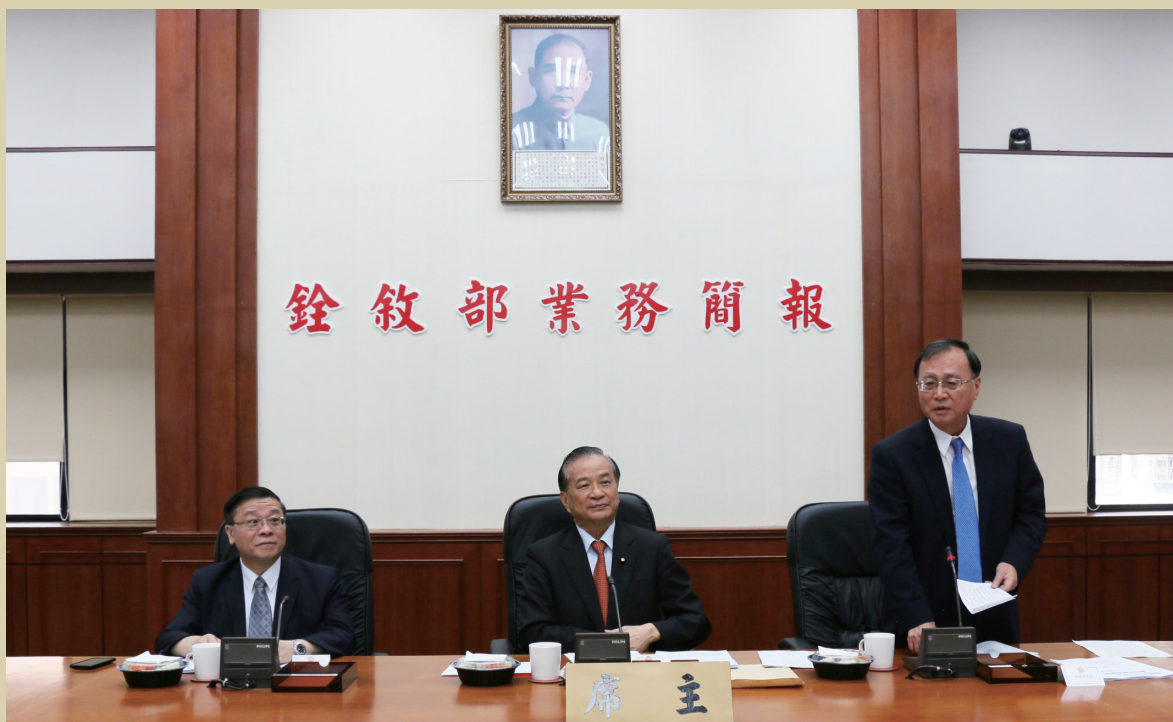
I. Foreword

Government efficiency is a vital indicator of national competitiveness. The capacity of the civil service system to respond to changing times and institute reforms in the interest of national development is vital for the substantive elevation of government performance. The Ministry of Civil Service (MOCS) is the agency charged with the formulation, deliberation, and planning of national civil service personnel policy. Under the direction of the Examination Yuan, the MOCS actively promotes the improvement and reform of the civil service system to raise the caliber of civil service personnel and establish a clean, professional and efficient government to elevate the entire civil service corps to a level characterized by such fine attributes as “clean, decisive, proactive, friendly, practical, constructive, innovative, and diverse.

II. ROC Government and Personnel Structure

1. Central Government Organization

As provided by the Constitution, the ROC central government follows a five-power structure as envisioned by Dr. Sun Yat-sen, who proposed the innovative arrangement of the typical tri-cameral Western system of executive, legislative, and judicial branches, augmented with the longstanding Chinese institutions of examination and control (watchdog) bodies.



舉行銓敘部業務簡報

The Ministry is briefing the 12th President and Members of the Examination Yuan

二、人事制度

人事制度是指政府機關為推行公務，用以處理公務人員事務的一套完整體系，包含人員選定、任用至退離、養老及死亡撫卹的全部過程。現行我國人事制度及人事管理機關簡要介紹如下：

（一）考試、任用

我國公務人員採考試用人制度，亦即須參加公務人員考試及格後，始取得法定任用資格。政府每年均舉辦全國性公務人員考試，考試區分為高等、普通及初等3個等級，應考資格除初等考試無學歷限制外，均依學歷參照不同等級考試，但不具規定學歷者，得以考試及格資格參加高一等級考試。

考試錄取人員經訓練期滿及格後，依規定任用。我國公務人員是依官等及職等任用，官等區分為委任、薦任及簡任三官等，職等區分為十四職等，第一至第五職等為委任、第六至第九職等為薦任、第十至第十四職等為簡任，以第十四職等為最高職等。



2. Personnel System

The personnel system refers to a comprehensive structure established to handle civil service affairs in the interest of public service. It encompasses a broad range of aspects in the career and life of a civil servant including personnel selection, employment, retirement, pensions, and survivor relief. Following is an overview of the current ROC personnel system and the agencies in charge of personnel management:

A. Qualification and Employment

The ROC civil service follows an examination screening system whereby candidates must pass civil service examinations to qualify for employment. Each year the government conducts national civil service examinations at the elementary, junior and senior levels. Other than the elementary level examinations, for which there is no prerequisite level of academic qualification, candidates sit for the appropriate level of examination according to academic qualifications. However, candidates lacking prerequisite academic qualifications may sit for a higher level examination upon qualification of a lower level examination.

Examinees are eligible for employment upon successful completion of a training program. Civil servants are retained according to rank and grade. Rank consists of elementary, junior, and senior levels, while grade is divided into 14 levels: the first through fifth grades make up the elementary rank; the sixth through ninth grades comprise the junior rank, and the tenth through fourteenth grades compose the senior rank, with a maximum rank of 14.



考試院院長蒞部視察
Visit from Examination
Yuan President

（二）俸給、待遇

公務人員的給與包括本俸、年功俸及加給3部分。本俸及年功俸為公務人員的基本給與，並依據年終考績的考核結果逐級晉升。加給則分為職務加給、技術或專業加給及地域加給3種，是對公務人員擔任主管、或職責繁重、或工作具有危險性、或技術或專業、或服務邊遠或國外的不同，而另增加的給與。此外，對於婚、喪、生育及子女教育，皆另有補助。

（三）考核、獎懲

公務人員至年終服務滿1年者，給予年終考績。年終考績結果分為甲、乙、丙、丁4等，考列甲等及乙等者，給予晉級及獎金獎勵；考列丙等者，留原俸級；考列丁等者，免職。平時有重大功過時，可隨時辦理專案考績，給予即時的獎勵或懲處。

（四）保險

公務人員依法均應參加公教人員保險，目前保險給付範圍有殘廢、養老、死亡、眷屬喪葬、生育及育嬰留職停薪等6項；其中除養老年金、遺屬年金給付及育嬰留職停薪津貼按月發給外，其餘均為一次性的現金給付；保費則由公務人員與政府分別以35%與65%的方式分擔。



銓敘部慶生會表揚工作績優同仁
MOCS employee birthday celebration and
recognition of outstanding performers



B. Pay and Entitlements

Civil servant compensation is comprised of three components, namely base pay, annual merit pay, and additional entitlements. Base pay and annual merit pay comprise the basic civil servant compensation, and are increased progressively by level in accordance with annual performance evaluations. Additional entitlements consist of compensation by position, technical skill, or region. These vary with supervisory positions, heavy responsibility or workload, jobs involving additional or high risk, requiring specific skill sets or professional expertise, or assignment to remote areas or abroad, for which civil servants receive further compensation. Lastly, additional emoluments are given on occasions such as marriage, the loss of relatives, births, and children's education.

C. Performance Evaluation, Awards and Punishments

Civil servants having completed one full year of service undergo an annual performance evaluation. These are further graded as A, B, C, and D. Persons receiving an A or B rating are permitted to advance and receive pecuniary rewards accordingly; individuals with a C rating must remain at the same pay grade; those given a D rating are dismissed from employment. In cases where a civil servant performs with particular distinction or gross negligence, a special evaluation may be arranged at any given time to grant reward or punishment accordingly.

D. Insurance

Civil servants are required by law to participate in the civil servant and teacher insurance program. At present six types of benefits are paid: disability, retirement, death, survivor relief, birth, and paid maternity leave. With the exception of retirement, survivor relief, and paid maternity leave stipends, which are issued by month, each is dispensed in a lump sum cash payment. Premiums are contributed proportionally by the civil servant and the government at 35% and 65%, respectively.

（五）退休（職）、撫卹

公務人員退休分為自願退休、屆齡退休及命令退休3種。任職滿5年以上且年滿60歲，或任職滿25年者，得自願退休；任職滿5年以上，年滿65歲者，應屆齡退休；任職滿5年以上，因身心障礙，致不堪勝任職務者，應命令退休。退休給付可分為一次退休金、月退休金和兼領二分之一之一次退休金與二分之一之月退休金等3種給付方式。現職公務人員病故、意外死亡或因公死亡，發給遺族撫卹金，分為一次撫卹金與兼領一次及年撫卹金等2種。

有關公務人員退撫經費部分，我國原採全數由政府編列預算負擔的「恩給制」；84年7月1日開始實施退撫新制，改由政府與公務人員共同撥繳費用所建立的退撫基金支付；每月撥繳的費用係由公務人員與政府分別以35%與65%的方式分擔。

「政務人員退職撫卹條例」自93年1月1日施行後，政務人員退撫給與由確定給付之共同儲金制改為確定提撥之離職儲金制。軍、公、教人員、其他公職人員或公營事業人員轉任政務人員者，得參加政務人員離職儲金；該離職儲金由政府與政務人員共同撥繳，於政務人員退職或死亡時，一次發給公自提儲金本息。



人事專業獎章頒發典禮
Personnel Field Professional Medal Awards Ceremony



E. Retirement and Pension Programs, Relief

Civil service retirement consists of voluntary, age-limited, and compulsory retirement. Persons over the age of 60 who have been employed five full years, or who have served 25 years, may apply for voluntary retirement; persons who have served five full years must retire upon reaching the age of 65; persons who have been employed five full years and are unable to perform their duties due to mental or physical incapacity are subject to compulsory retirement. Retirement pensions can be paid in one lump sum, monthly payments, or by a combination of one lump payment of one-half the retirement pension and one-half of the total pension paid in monthly payments. When a currently employed civil servant passes away due to illness, accident, or in the performance of duties, surviving relatives receive survivor relief, which can be paid in one lump sum or in a combination of single and annual payments.

Under the previous retirement benefit scheme, the entire burden for funding fell upon the government. Since the institution of the present system on 1 July 1995, the financial burden for contributions to the fund is shared between the government and civil servants. Each month the individual civil servant and the government contribute funds into the scheme, at a ratio of 35 to 65 percent, respectively.

Upon the promulgation of the Political Appointee Retirement Pension Provisions on 1 January 2004, pension payments to government political appointees were changed from the Defined Benefit Plan to the Defined Contribution Plan. Military personnel, civil servants, teachers, and other employees in public service, or state-run enterprise civil servants transferring to political appointments, may participate in the Defined Contribution Plan for Political Appointees; both the government and government political appointees jointly contribute to this retirement reserve fund, and a lump sum of principle plus interest is paid upon the political appointees' termination of employment or death.

（六）保障、培訓

公務人員對國家負有忠誠、依法執行職務的義務，國家對公務人員則有照護的責任；為激勵公務人員勇於任事，有關公務人員身分、工作條件、官職等級、俸給等權益，依法予以保障。如公務人員依法執行職務時遭受服務機關違法或不當的行政處分，致損害其權益；或對於服務機關所提供的工作條件及所為管理措施認為不當時，均得依法提起救濟。另為培養優秀公務人員，設有專責機關辦理培訓事宜，以增進公務人員專業工作知能及培養多元思考與前瞻能力。

上述各事項，除公務人員考試由考選部主管、保障與培訓由公務人員保障暨培訓委員會主管外，其餘各事項均屬本部職掌範圍，故本部為我國人事制度的核心機關。

（七）人事管理機關

考試院為全國最高人事主管機關，統籌指揮、監督下列人事機關及單位：

- 1、銓敘部—掌理公務人員任免、考績、級俸、陞遷、保險、退休、撫卹、退撫基金及各政府機關人事機構的管理等事宜。
- 2、行政院人事行政總處—統籌行政院所屬機關的人事行政，有關人事考銓業務，仍應受考試院監督，並與本部協調合作辦理相關業務。
- 3、各政府機關人事單位—在以上機關的指揮下，辦理各該機關人事管理事項。



F. Protection and Training

Civil servants are expected to devote their loyalty to the nation and conduct their duties within the letter of the law. In turn, the nation is responsible for taking care of its civil servants. In order to motivate and inspire civil servants to devote themselves to their duties without reservation, rights and interests related to civil servant status, working conditions, rank and grade, and compensation are safeguarded by law. For example, civil servants whose rights or interests are damaged by an illegal or inappropriate administrative penalty in the course of conducting their duties, or who find working conditions or management measures taken by the agency for which they serve to be inappropriate or inadequate, may file a legal claim for relief. Further, an agency is expressly charged with administering training programs in the effort to enhance the professional know-how of civil servants and foster broadminded thinking and progressive capabilities.

Other than the administration of civil service examinations by the Ministry of Examination and protection and training under the Civil Service Protection and Training Commission, the aforementioned operations and affairs come under the purview of the Ministry of Civil Service, placing the MOCS at the heart of the ROC's personnel administration system.

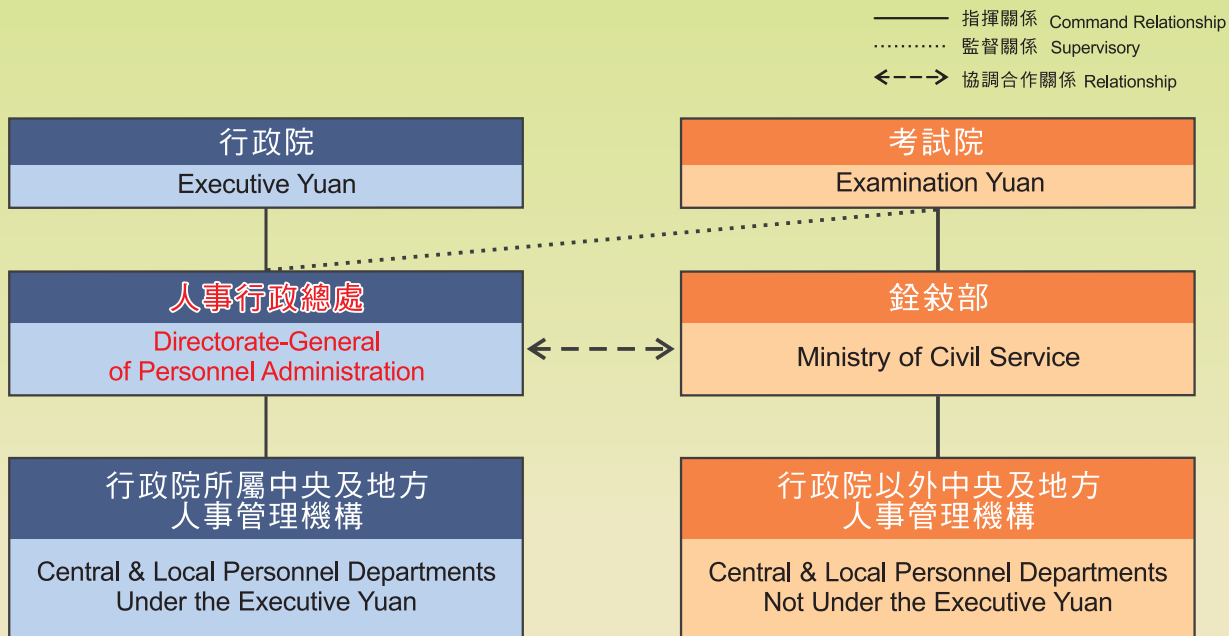
G. Personnel Management

The Examination Yuan, the nation's highest governing body for personnel management, is charged with directing and overseeing the following personnel agencies and bodies:

1. Ministry of Civil Service – exercises authority over civil servant employment and discharge, performance evaluation, pay grading, promotion and transfer, insurance, retirement, and compensation, management of the Public Service Pension Fund, and oversight of government personnel agencies.
2. Directorate-General of Personnel Administration, Executive Yuan – Directs personnel administration of government agencies under the Executive Yuan. The Examination Yuan retains supervision over issues concerning personnel policies and practices, which are handled in consultation with the Ministry of Civil Service.
3. Personnel units across government agencies – these departments handle personnel matters under the direction of the above agencies.

中華民國人事管理機關

Personnel Management Agencies of Taiwan (ROC)



參、本部組織與職掌



本部 張部長哲琛

本部成立於民國19年1月6日。依「銓敘部組織法」之規定，置部長1人，政務次長及常務次長各1人，下設6司、7室、2委員會及2個附屬機關（單位）。104年預算員額為307人，預算編列為243億1,217.3萬元。

III. Organization and Authority

銓敘部的「銓敘」是什麼意思？

「銓敘」是我國古代的用語，意思相當於現在的審查、審定，也就是將各公務人員所具備的資格條件，與人事法規上所規定應具備的資格條件相互對照，加以審定。因此，銓敘工作並不是直接任免或考核人員，而係研訂法規、制度供各機關自行依法辦理後，並由本部於事後依法予以審定，為政府機關之用人做好制度規劃與品質管制的工作。

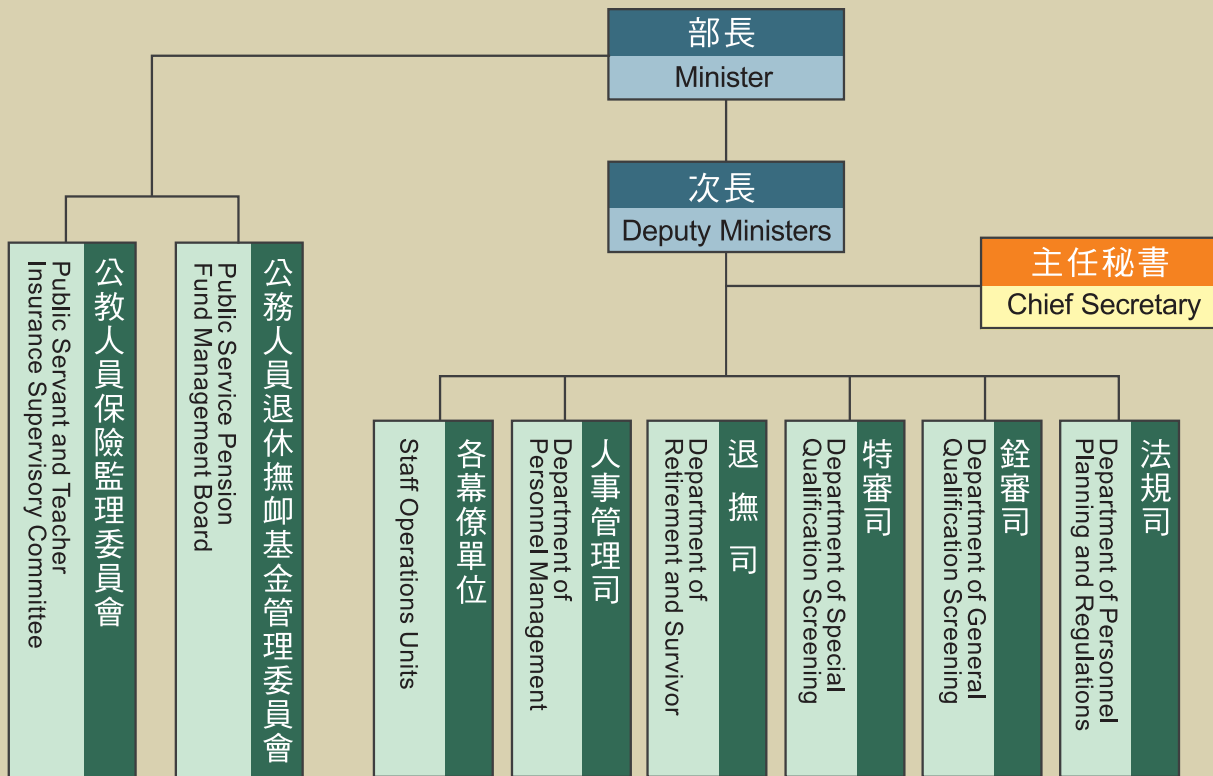
What is Civil Service Administration?

Civil service administration encompasses review and determination of various aspects such as civil servant qualifications and evaluation against the conditions for qualification set forth in relevant personnel regulations. As such, civil service affairs involve more than the direct hiring, firing, or evaluation of personnel, but also encompass the formulation of regulations and structures to be followed by various agencies, and the determination of such subsequent affairs. In effect, the Ministry of Civil Service provides systems planning and quality control for employment across all government agencies.

Mr. Chang Che-shen, Minister of Civil Service

Established on 6 January 1930 by the enactment of the Ministry of Civil Service Organic Act, the Ministry of Civil Service is headed by one Minister, who is assisted by one Political Deputy Minister and one Administrative Deputy Minister. Structurally, it consists of six Departments, seven Offices, two Committees, and two subordinate agencies (units). For the 2015 year the MOCS's staffing budget provides for 307 persons and the operating budget is NT\$24,312,173,000.

銓敘部組織圖 Ministry of Civil Service Organizational Structure



* 公教人員保險監理委員會、公務人員退休撫卹基金管理委員會均由本部部長兼任主任委員

* The Minister of Civil Service acts as Chairman of the Public Servant and Teacher Insurance Supervisory Committee and Public Service Pension Fund Management Board.

肆、本部發展願景與施政目標

本部基於人事機構主管機關之職責，配合國家發展需要，積極針對各項人事政策與制度進行檢討改進，並導入「廉正、忠誠、專業、效能、關懷」5項公務人員核心價值，期能打造健全的文官制度，提升國家競爭力。本部施政目標與執行現況說明如下：

單位 / 機關 Unit	職掌 Functions and Responsibilities
法規司 Department of Personnel Planning and Regulations	人事政策、制度及法規之綜合規劃，各機關組織法規之審議。 General planning of personnel policy, structure, and regulations; review and deliberation of organizational regulations of various agencies.
銓審司、特審司 Department of General Qualification Screening, Department of Special Qualification Screening	一般及特種(司法、醫事、警察...等)公務人員任免、陞降、遷調、級俸及考績(成)之銓敘審定。 Qualification screening and review of general and special (judicial, medical, and police personnel) civil servants regarding employment and discharge, promotion and demotion, relocation and transfer, pay grading, and performance evaluation.
退撫司 Department of Retirement and Survivor Relief	公務人員保險、退休(職)、撫卹事宜。 Oversees civil servant insurance, retirement and pensions, and survivor relief.
人事管理司 Department of Personnel Management	各機關人事人員之管理、考試及格人員分發及公務人員協會事宜。 Handles management of personnel unites in various agencies, examination qualifier job assignments, and Civil Servant Association affairs.
公務人員退休撫卹基金管理委員會 Public Service Pension Fund Management Board	公務人員退休撫卹基金之收支、管理及運用事項。 Oversees income and expenditures, management, and utilization of the Fund.
公教人員保險監理委員會 Public Servant and Teacher Insurance Supervisory Committee	公教人員保險業務之監督。 Exercises supervision over the affairs of the Public Servant and Teacher Insurance Program.

IV. Future Outlook and Policy Objectives

As the supervisory agency responsible for overseeing personnel administration, the Ministry of Civil Service has undertaken an extensive overview to identify areas of personnel policy and the personnel system requiring improvement to better serve the demands of national development. These efforts follow the five core values of civil service – integrity, loyalty, professionalism, efficiency, and caring – to forge a sound civil service system and raise national competitiveness. Following is an overview of policy objectives and present conditions:

一、建制文官法制基石

為健全文官人事法制，並踐行「廉正、忠誠、專業、效能、關懷」文官應有的核心價值，本部已積極推動制定「公務人員基準法」草案，經陳報考試院審議通過並會銜行政院送立法院審議。立法目的為明確界定公務人員定義與範圍、釐清公務人員與國家關係、保障公務人員合理權利、確定公務人員基本義務，以建立共同人事管理標準統攝人事法規，並兼顧個別人事制度的差異。

二、建構政務人員法制

政務人員身負決策重任，對於政務人員的進退、行為分際、權利義務乃至於利益迴避等事項，應有專屬法律完整規範，以釐清政務人員的權利義務。本部已研擬「政務人員法」及「政務人員俸給條例」草案，並針對現行「政務人員退職撫卹條例」不合時宜部分研擬修正草案，經陳報考試院審議通過並會銜行政院送立法院審議。上述政務人員三法完成立（修）法程序，將使政務人員法制更為完備，有助於延攬優秀人才，促進民主政治的穩定發展。



考試院院長蒞部視察
Visit from Examination Yuan
President



外賓蒞部參訪
Foreign guests visit the MOCS



1. Establish Legal Foundation for Civil Service

In the effort to institute a comprehensive legal structure governing civil servants and further the core values of civil service, integrity, loyalty, professionalism, efficiency, and caring, the MOCS has actively undertaken the formulation of the Civil Servant Basic Code draft bill, which has been approved by the Examination Yuan and forwarded by the Executive Yuan for review by the Legislative Yuan. The legislation's objective is to clearly delineate the definition and scope of civil service personnel, clarify the relationships between civil servants and the state, safeguard the reasonable rights of civil service personnel, and ascertain the basic obligations of civil service personnel to establish a set of regulations governing personnel management while taking into account differences between personnel systems.

2. Institute Comprehensive Legal Structure for Political Appointees

Political appointees bear the weighty responsibility of policy making commensurate with their elevated status. In light of their role and position, a comprehensive set of legal regulations should be established expressly to clearly delineate the rights and obligations of political appointees. With this in mind, addressing their retention and dismissal, conduct, rights and obligations, and avoidance of conflict of interest, the MOCS has drawn up the Political Appointee Personnel Act and Political Appointee Personnel Pay Act draft bills. In addition, outmoded or inappropriate portions of the Political Appointee Personnel Retirement Pension Provisions have been amended and these draft bills reviewed by the Legislative Yuan following approval by the Examination Yuan. Completion of legislative procedures or amendments to the three aforementioned laws will result in a more comprehensive legal structure for governing political appointees, thereby facilitating recruitment of qualified personnel and promoting the stable development of democratic governance.

三、規劃多層次退休制度

盱衡我國社會發展情勢，妥適分配國家資源，踐行「老有所養」的思維，本部規劃研議就新進人員的退休制度，採行多層次年金--兼採確定給付及確定提撥機制，一方面酌予調降確定給付部分之給付水準，以減輕退撫基金提撥費率不斷調高的壓力；另一方面附加採行確定提撥機制，由公務人員自願性撥繳儲金，並施以政府相對提撥、稅賦優惠、提供多元投資管道等配套措施，以達成「促進退休所得合理化」、「穩健國家及退撫基金之財務」、「保障退休人員合理權益」的目標。

四、全面實施公保養老年金

為保障公教人員退出職場後，仍能有持續性及定期性的合理收入，以安度其老年生活，並配合勞保年金與國民年金的施行，將公保養老給付由「一次性給與」轉換成「定期、連續性且能適時調整給付之終身年金給與」，已推動完成第一階段的修法工作，並於103年6月1日修正施行，目前僅限私立學校被保險人適用。未來將配合公教人員合理退休所得的相關退休法案改革進程，持續推動擴大公保養老年金適用對象之修法工作，期能逐步嘉惠所有公保被保險人，俾確保全體被保險人之老年基本經濟安全。



舉行公保年金起跑記者會

Press conference announcing launch of civil servant and teacher insurance and retirement pension program.



3. Map Out multi-tier Retirement System

In consideration of the country's social development, appropriate allocation of national resources and practice of care for the elderly, the MOCS is looking into the adoption of a multi-tier retirement system for new inductees into the civil service consisting of both Defined Benefit Plan and Defined Contribution Plan, in line with the reduction of the amount of Defined Benefit Plan payments so as to lessen the pressure of the constant upward adjustment of retirement pension contribution rate on the one hand, and on the other institute an additional Defined Contribution Plan consisting of voluntary contributions by civil servants with matching government contributions, as well as tax incentives to provide diverse investment approaches. Such measures will thereby go far towards achieving the objectives of “promoting reasonable retirement income,” “stable state and retirement pension fund finances,” and “safeguarding the reasonable rights and privileges of retired personnel.”

4. Fully Implement Civil Servant and Teacher Insurance Pension

To ensure that civil servants and teachers receive a reasonable continuous and regular income after leaving the workplace so as to live out their years free from worry, and in accordance with implementation of the labor insurance pension system and National Pension Insurance, payment of Civil Servant and Teacher Insurance and retirement pensions will be shifted from lump sum payment to “regular, continual lifelong annual payments adjustable as appropriate.” The first phase of revisions has been completed and promulgated on 1 June 2014; currently it is applicable only to insured employees at private schools. In the future, in accordance with the progress of civil servants and teachers reasonable retirement income statutory reform, continued efforts are being made to promote the expansion of revisions to applicable recipients of civil servant and teacher insurance pension so as to benefit all the insured by safeguarding the basic economic security of all covered civil servants and teachers in their retirement.

五、強化考績獎優輔導

為落實績效管理並強化公務人員考績之公平、公正，本部持續推動「公務人員考績法」研修作業。修正重點包括積極落實以工作績效為考績考評依據，明定考評等次與條件，並設計適當的退場及輔導機制，以獎優輔導，重塑一個符合功績導向的考績制度。另為拔擢培育特殊優秀人才，「公務人員任用法」及「公務人員陞遷法」修正草案亦配套設計升官等條件及優先陞任機制，對於績效表現優異且具發展潛能的優秀人才，得優先陞任，以獎勵優秀文官。

六、活化政府人力運用

為使公務人力的進用更加靈活有彈性，並暢通專業人才的進用管道，本部積極研擬「聘用人員人事條例」草案，整合現行聘僱制度，以切合實際用人需求。又積極配合「公務人員基準法」草案規定，研擬「聘任人員人事條例」草案，就其適用範圍、聘任、考核、退休、資遣、撫卹及保險等人事管理事項明確規範，俾建構完善聘任人員人事法制，延攬各界優秀人才至政府機關服務。

七、健全陞遷俸給法制

為強化績效導向之陞遷制度，完善陞遷之甄審(選)機制，以及合理維護公務人員俸給支給權益，提升政府施政效能，本部因應現行實務運作需要，廣續檢討公務人員陞遷及俸給法制，俾使公務人員陞遷及俸給制度更臻健全。



公務人員退休年金制度研習
Civil Service Retirement Pension System Workshop



銓敘部員工專題演講
Lecture by MOCS staff member



5.Strengthen Evaluation, Reward Excellence

In the effort to boost performance management, and strengthen the fairness and impartiality of civil servant performance evaluation, the MOCS continues to promote revisions to the Civil Service Performance Evaluation Act. The key priorities of the revisions include making work performance the basis for performance ratings and evaluation, specifying examination scoring sequence and conditions. Further, it conceived appropriate mechanisms for withdrawal from job position and guidance so as to reward excellence, and reshape the performance appraisal system to conform to accepted merit system principles. In addition, draft revisions to the Civil Service Employment Act and Civil Service Promotion and Transfer Act were formulated to promote and cultivate especially distinguished persons via specific conditions for promotion and priority promotion mechanisms. These approaches ensure that persons exhibiting outstanding performance and considerable potential are fast tracked for promotions to higher rank to reward distinguished civil service officials.

6.Enliven Government Manpower Utilization

To give civil service manpower induction further nimbleness and flexibility, and ensure smooth and unobstructed avenues for induction of professionals, the MOCS is actively at work forging draft provisions governing contract-based personnel, consolidating the current hiring and employment system to match actual employment needs. Further, in line with the terms of the Civil Servant Basic Code draft bill, the MOCS has formulated provisions governing contract-based personnel draft bill to explicitly define the scope of such personnel management factors as applicability, hiring, performance evaluation, retirement, severance, compensation, and insurance so as to set in place a comprehensive contract-based personnel legal structure and recruit the most highly qualified skilled personnel to serve in government agencies.

7.Comprehensive Promotion and Salary Structure

In the effort to reinforce the performance-oriented promotions structure, institute a satisfactory promotions evaluation (and selection) mechanism, and reasonably safeguard the salary payment rights and privileges of civil servants to elevate the government's administrative efficiency, the MOCS undertook a broad evaluation of the legal structure governing civil servant promotions and salaries with the requirements of current operations, thereby establishing a more comprehensive promotion and salary structure.



舉辦公務人員傑出貢獻獎表揚大會 表揚傑出公務人員及高績效政府團隊
Annual Outstanding Civil Servant Contribution Awards recognize distinguished
civil servants and high-performance government teams

八、審議組織改造組編列等

本部基於文官法制主管機關立場，配合行政院及地方機關組織改造，為期各機關組織員額合理配置，依各機關職稱及官等職等員額配置準則、職稱簡併及編制表審議授權等3原則，詳慎研議各機關組織法規涉及官制官規事項，協助機關儘速完成組織法規公(發)布後之核備(備查)作業，辦理後續職務歸系調整、人員改派送審事宜，並通盤檢討中央及地方機關職務列等。

九、激勵公務人員士氣

為激勵公務人員士氣，提高服務品質及工作績效，自88年12月舉辦公務人員傑出貢獻獎之選拔與表揚，並為提振基層公務人員士氣及鼓勵團隊合作，增加團體獎得獎名額，截至103年底止已辦理16屆，共選出156位得獎人及4組得獎團體，使社會大眾瞭解得獎者之具體貢獻，樹立公務人員仿效學習之標竿。

十、健全協會功能運作

為保障公務人員合理權益，本部推動中華民國全國公務人員協會於98年10月2日正式成立，截至103年底止，中央機關已成立協會者，計有考試院等21個機關協會；地方機關已成立協會者，計有臺北市等13個直轄市、縣(市)協會，並持續推動成立機關公務人員協會。另為落實民主參與精神，本部協助公務人員協會參與人事政策規劃、管理措施及員工福利事項的制定，並輔導公務人員協會辦理相關活動及會務運作，以建立公務人員與國家間的良好夥伴關係。



8. Deliberation of Organizational Tables Due to Organizational Reform

As the supervisory agency overseeing the legal framework of the civil service system, in line with organizational reform of the Executive Yuan and agencies at the local level, in order to facilitate sensible allocation of personnel throughout various agencies, in accordance with the Government Agency Job Title, Rank and Grade Allotment Standards, job title simplification and combination, and review and authorization of organizational tables, the MOCS shall undertake a careful evaluation of matters related to the civil service organization and regulations across the organizational regulations of all agencies, assisting agencies to complete review procedures following completion of organizational regulations in expedient fashion, undertake related adjustments to position classification, review and approval of personnel reassignments, and a general evaluation of positions and grades for agencies at the central and local levels.

9. Boost Civil Service Personnel Morale

In order to boost civil servants' morale, raise service quality, and improve job performance, since December 1999 the MOCS has held competitive selection and awards for outstanding civil servant contributions. Further, in the effort to inspire grass root civil servants' morale and encourage teamwork, the number of group award winners has been expanded. As of the end of 2014 a total of 16 awards have been held, selecting 156 individual and four group award winners. This has helped raise public understanding of the actual contributions of award winners, and establish benchmarks for civil servants to aspire to in their learning.

10. Sound National Civil Servant Association Operation

To protect the reasonable rights of civil servants the MOCS endorsed the establishment of the National Civil Servant Association, formally realized on 2 October 2009. As of the end of 2014, a total of 21 central government agency associations, including the Examination Yuan; meanwhile 13 local agency associations have been formed for Taipei City and other cities and counties under direct central government administration, whilst promotion of the formation of civil servant associations at individual agencies continues apace. In the spirit of democratic participation, the MOCS assisted the National Civil Servant Association via participation in personnel policy planning, setting management measures and employee welfare, as well as counseling the Association in administering related events and its affairs to facilitate a good cooperative relationship between the civil servants and the state.

公告日期	公告標題
103/10/06	平台操作手冊
103/10/06	全國公務人力資料雲端服務平台說明會資料3-2
103/10/06	全國公務人力資料雲端服務平台說明會資料3-3
103/10/06	全國公務人力資料雲端服務平台說明會資料3-1
103/08/05	新增[銓審資料]服務公告
103/07/01	新增[退休資料]服務公告

推廣人事資料雲端服務 提升行政效率

Promote cloud-based personnel data services, elevate administrative efficiency

十一、推廣人事資料雲端服務

本部在既有完整的資料庫、網路業務處理系統及跨機關連線與系統整合成功經驗的厚實基礎上，已完成「全國公務人力資料雲端服務平台」建置並提供上線服務，將本部的資訊架構由網路服務（Web-Service）轉換至雲端運算（Cloud Computing）的新時代。各機關可依其主管法令所訂之個人資料保護法特定目的，透過一定的安全管理程序，進行跨機關界限的公務人力資料交換、擷取及運用。使公務人力資訊的應用，可以達成自考試錄取開始，接續之任用、俸給、陞遷、考績、訓練到退休、撫卹的全程資訊，以24小時全時無休提供服務為目標的「全程、全時、全面、安全」人事作業雲端服務。

十二、提升退撫基金績效

公務人員退休撫卹基金管理委員會自84年5月1日成立，專責退撫基金之收支、管理及運用，截至103年底止，參加退撫基金的人數計有62萬4,993人，基金淨值為5,947億6,952萬3仟元。公務人員退休撫卹基金管理委員會除依據精算結果研提調整提撥費率的建議，以健全基金財務來源，保障參加基金及退撫人員權益；對於基金的經管及運用，亦將考量國內外經濟發展情勢，妥慎規劃資產配置與調整投資組合；同時加強委外經營績效管理，提升退撫基金內部單位及委託經營稽核作業的效率與品質，並與金融監督管理委員會密切合作，加強資訊通報機制，以達成基金永續經營發展願景。

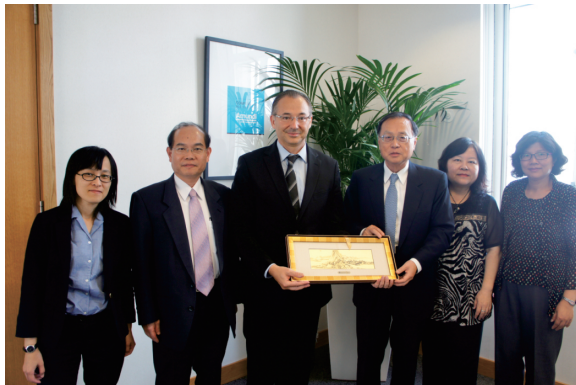


11.Promote Cloud-based Personnel Data Services

On the solid foundation of the existing comprehensive database, on-line operations system, and successful experience of inter-agency linkage and system integration, the MOCS has completed the establishment of the National Civil Servant Personnel Data Cloud-based Service Platform and introduced on-line services, transitioning the ministry's information system structure from Web-Service to the new Cloud Computing era. With the structure in place, agencies will be able to utilize security management procedures to conduct cross-agency exchange, access, and utilization of civil servant data in line with the purposes designated by laws governing personal data security. In this way, a full array of civil servant manpower data – from qualification through examinations, through successive employment, pay, promotion and transfer, performance evaluation, training to retirement and relief – will be available securely, on-demand and around the clock through Cloud Computing.

12.Elevate Pension Fund Performance

The Public Service Pension Fund Management Board (PSPFMB), established on 1 May 1995, is tasked with administering Pension Fund income and expenditures, management, and deployment. As of the end of 2014 the Pension Fund had 624,993 participants and net asset value of NT\$594,769,523,000. In addition to considering recommendations to adjust the contribution rate according to actuarial outcome in the interest of sound Pension Fund financial sources and to secure the rights and privileges of Pension Fund participants, the Public Service Pension Fund Management Board shall meticulously prepare asset allocation and regulate the investment portfolio in consideration of economic conditions at home and abroad. Meanwhile, it will endeavor to improve discretionary management performance, and boost internal Pension Fund and discretionary management auditing efficiency and quality, and work closely with the Financial Supervisory Board to strengthen the data reporting mechanism, so as to achieve the vision of sustainable Pension Fund operation.



赴國外就銓敘及退撫基金業務進行考察

The MOCS conducts overseas fact-finding missions to review civil service and pension fund operations outside Taiwan

伍、結語

文官制度的良窳，攸關政府施政效能及公務人員權益，本部掌理公務人員人事政策及人事法制的綜合規劃與審議，基於職責所在，將繼續致力於整建人事法制及興革銓敘業務，期能全面提升人事行政效能及國家整體競爭力，達成永續發展目標。

V. Conclusions

The nature and quality of the civil service system have a considerable impact on the effectiveness of government policy implementation and the rights and interests of the civil service corps. As the agency in charge of civil service personnel policy and the general planning and review of personnel laws, it is our professional responsibility to maintain efforts at restructuring the legal framework regarding personnel issues to renew and reform civil service operations. Successful efforts toward these aims will help comprehensively improve personnel administration efficiency and raise national competitiveness to ensure progress toward the objective of sustainable growth and development.



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