

ina



INSTITUTO NACIONAL
DE ADMINISTRAÇÃO, I.P.

#INA_DIGITALSKILLS

NATIONAL HRD INSTITUTE
OF THE MINISTRY OF PERSONNEL MANAGEMENT

KOREA, NOVEMBER 4TH 2022

NATIONAL INSTITUTE OF ADMINISTRATION (INA, I.P.)

NEW MODEL
SINCE MAY 2021



Who We Are

- **Public Institute** integrated in the **indirect administration of the State**, with its own legal personality, endowed with administrative, financial and patrimonial autonomy.
- Articulation with **higher education and research and development institutions**.



Mission

- Creation, transmission and dissemination of **knowledge in the field of Public Administration**, contributing, through training, teaching, scientific research and technical advice, **to the innovation and modernization** of Public Administration and to the qualification, training and enhancement of the human resources.



Vision

- Mobilize Public Administration for **knowledge**
- Mobilize **knowledge** for Public Administration



Values

- Public Interest
- Collaboration
- Response
- Future

COMPETENCES DEVELOPMENT LEGAL CONTEXT

Alongside our Statutes and Legal Competencies, the following Public Policies and Strategies frame our action for 2022-26.

XXIII Government Program and GOP - Main Guidelines

2030 Portugal Strategy

2023 MMEAP Strategy

Recovery and Resilience Program (RRP)

2026 – Public Administration Strategic Capacitation Plan

INA's Strategic Plan 2022-26

Strategy for the Digital Transformation of Public Administration 2021-2026

New Public Administration Training System (Decree-Law 86-A/2016)

DIGITAL COMPETENCES @INA



Upon INA's recommendation the Digital Competences were legally recognized as Strategic Training Area in early 2019

(Ordinance 3431/2019 from the Finance Minister on March 19th)



The goal is to provide Public Administration workers and managers the adequate skills/competences to face a growingly digitalized and connected world.



INA's Training Programme must enable knowledge in tools that allow innovation, productivity and collaboration.

PORTUGAL INCoDe.2030 NATIONAL DIGITAL COMPETENCES INITIATIVE

Launched in April 2017

- Set the basis for an **inter-ministerial action** that brings together the areas of economy, digital transition, science, technology, higher education, labour, solidarity and social security.

Main Goal

- **Upgrade the ICT basic skills** of Portuguese citizens, preparing them for emerging and digitally based employment opportunities.

5 Main Axes:

- **Inclusion, education, qualification, specialisation and research.**
- It includes a variety of measures to be implemented by different governmental bodies in collaboration with the private sector, academia and civil society.

PORTUGAL INCoDe.2030 INA INPUTS

Digital Competences Dynamic Reference Framework

- Based on the European Digital Competence Framework for Citizens;
- Main goals: to support the definition of policies and strategies, the design of education programs or to evaluate and certificate skills, either by self-diagnosis or by certifying entities.

Basic Digital Competences Auto Diagnostic Tool

- More than **34.600** public workers used this tool allowing to fine-tune the definition or development of following training plans.
- **Institutions** received the **global results** to help them map their workers digital skills and prepare development plans
- **Individual** received **own profile** in order to identify training needs

NAU Platform (Open Access Training)

- Nationwide initiative to build and operate a technological platform to support the promotion of content in Massive Open Online Courses (MOOC);
- Some of our training offer is already available (in asynchronous format). It will also be through this structure that INA will offer most of the programs for digital capacitation

Offer | Digital Skills Development

Training programme
for ZERO
Infoexclusion

Training programme
for the Digital
Transformation of
Public
Administration

Training programme
for Digital Tools

Training programme
for the
Development of IT
Staff Skills

Specific training
programmes for
public sector
leaders (middle and
top managers)

Promotion of the ability
to use essential digital
tools

Focused on skills in
emerging technologies

Developing the ability
to work with
word-processing tools,
edit spreadsheets,
manage databases and
other relevant digital
tools

Aiming to provide and
update specific ICT
skills (e.g. Cloud, IA or
Data Science)

Understanding digital
trends, supporting digital
procurement and
managing change driven
by digital technology
within public sector
organisations

RRP Sub-Investment - C19-i07.01
**Capacity Building for Public
Administration**

Aiming to **develop a training offer for public administration workers** and managers, and, in particular, including **digital training programs**, higher and advanced training in management and general training and improvement of the competence of Public Administration Workers.

Zero InfoExclusion

AP Digital 4.0 -
includes:

Productivity tools
training program

Training for Digital
Transformation of
Public Administration

Career Training for IT
Specialists and
Technicians

INA | Public Administration Digital Impulse (Consortium IP > AP)

One of four consortia,
lead by INA, I.P.



Training of Managers in
Public Leadership
Executive Leadership
Accounting and Auditing
Digital Skills.



Goals

This consortium will
kickstart with financial
support, from the
RPP/Public Administration
4.0

has in view the
development and
promotion of Digital Skills
specialized training
programs in articulation
with Higher Education
Institutions.

The themes vary from
productivity tools to
emergent technologies.



Current partners:

*Instituto Politécnico de
Bragança,
Instituto Politécnico de
Cávado e Ave,
Instituto Politécnico de
Coimbra,
Instituto Politécnico de Leiria,
Instituto Politécnico do Porto,
Instituto Politécnico de
Setúbal,
ISCTE – Instituto
Universitário de Lisboa,
Universidade de Lisboa,
Universidade Nova de Lisboa
Universidade do Porto.*

INA | TRACK RECORD (2020-22)



Strategic Training in Digital Competences

- 2020 (4 training programs, 68 attendents)
- 2021 (8 training programs 161 attendents)



Strategic Training in Digital Competences (supported by RRP)

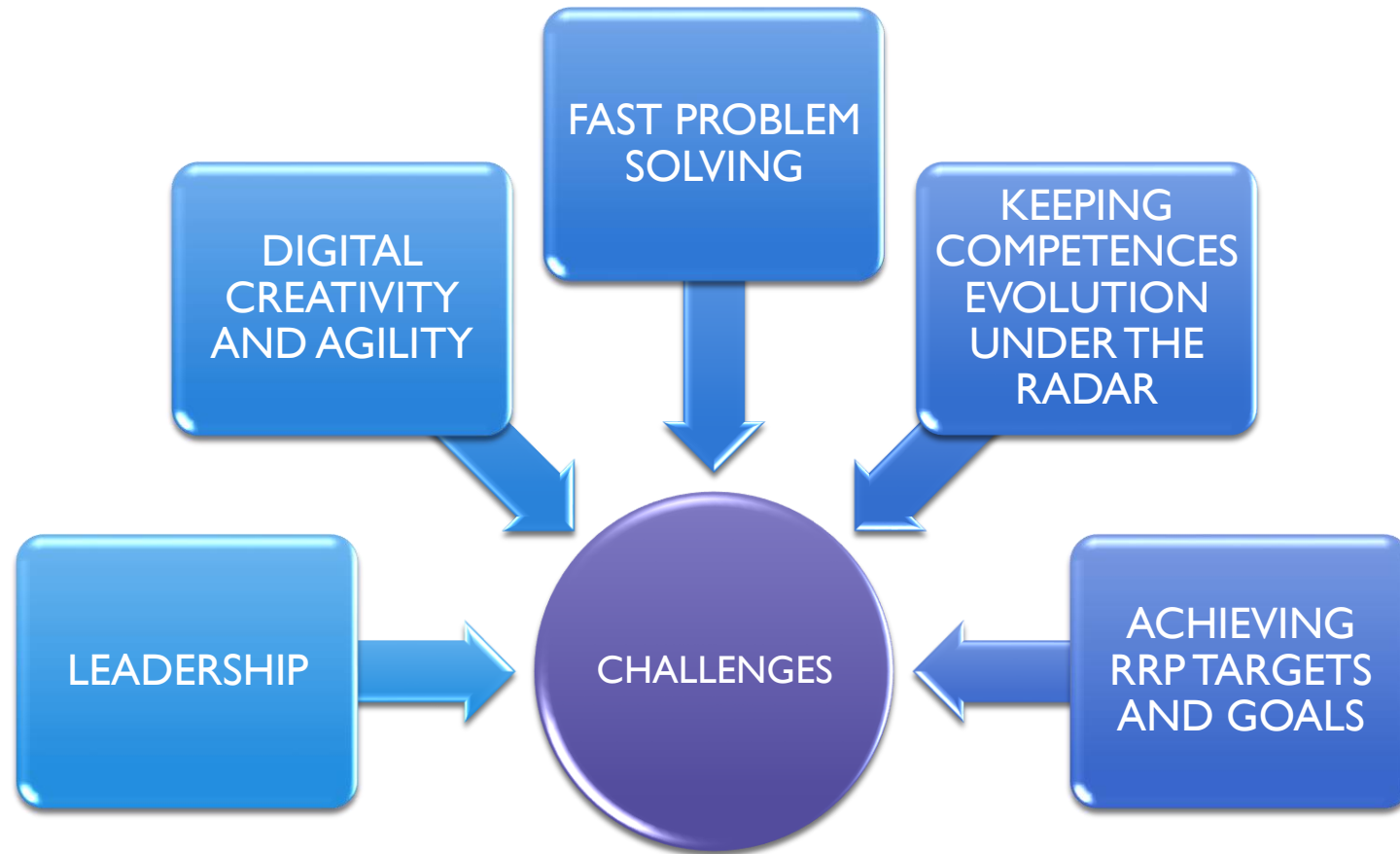
- 2021 (17 training programs, 492 attendents)
- 2022 (125 training programas, 2019 attendents)



Open Access Training - NAU Platform

- 27.000 certificates issued since 2019

DIGITAL COMPETENCES | CHALLENGES AHEAD



Thank You!