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MINISTRY OF PUBLIC SERVICE

P.O.BOX 7003

KAMPALA, UGANDA

IF ANY CORRESPONDENCE ON
THIS SUBJECT PLEASE QUOTE: **ADM 282/01**

16th September 2013

Permanent Secretaries

Chief Administrative Officers

Town Clerks of Municipalities

Heads of Government Agencies

CALL FOR INNOVATION PROJECTS IN THE PUBLIC SECTOR

1. Ministry of Public Service, through the Civil Service College Uganda (CSCU), is happy to announce the 2nd Public Sector Innovation Conference which will take place from 9th to 10th December 2013 under the theme ***Transforming Government through Process Innovation***. The main aim of the conference is to discuss ways of rationalizing government processes and create an effective and efficient public service that will drive transformation of the country. During the Conference, public institutions, teams and individuals who have successfully developed and implemented innovative solutions will be recognised and awarded.
2. The main aim of the awards is to showcase successful innovations so as to inspire public officers to be more innovative.
3. The categories for this year's innovation awards are:
 - a) Innovation that simplifies public service processes;
 - b) Technology as a lever for process innovation;
 - c) Innovation in promoting local enterprise development;
 - d) Innovation in changing from process to citizen centric culture;
 - e) Collaboration and networking across government; and
 - f) Innovation that empowers women, girls and other vulnerable groups.

The details of these categories are contained in the attached submission guidelines.

4. The purpose of this circular is to invite Government Institutions (Ministries, Departments, Agencies and Local Governments), teams and individual public officers that are implementing and/or have recently implemented innovations in the categories highlighted in paragraph 3 above to submit them to the Civil Service College for vetting.

5. The submission form and guidelines are attached or can be downloaded from www.cscuganda.go.ug. The closing date for submission is **31st October 2013**. The applicants are advised to study the information in the guidelines attached to the Submission Form which outlines the eligibility requirements, submission procedures and awards criteria.
6. The contents of this circular letter should be brought to the attention of all public officers for information and implementation.

 Adah K. Muwanga .

Adah K. Muwanga (Mrs.)

For: PERMANENT SECRETARY

C.C: Head of Public Service and Secretary to Cabinet

C.C: Deputy Head of Public Service and Secretary Administrative Reform