

## **Chapter -1**

### **THE UNION OF MYANMAR**

#### **Location**

Myanmar is situated in Southern Asia and is bordered on the north and north -east by China, on the east and southeast by Laos and Thailand, on the south by the Andaman Sea and the Bay of Bengal and on the west by Bangladesh and India .

#### **Geography**

The country covers an area of 261,228 sq miles (6,77,000 square kilometers ) rangings 583 miles from east to west and 1275 miles from north to south . The State is organized into the seven states and seven divisions as follows:

- Kachin State, Kayah State, Kayin State , Chin State, Mon State, Rakhine State , Shan State,
- Sagaing Division, Taninthary Division, Bago Division, Magway Division, Mandalay Division, Ayeyarwady Division, Yangon Division .

#### **Climate**

The Climate of Myanmar is roughly divided into three seasons : summer , rainy and winter season. From the end of February to beginning of May are summer months, and Winter which starts from November to end of February with the

temperature in hill areas with an elevation of over 3000 feet drops below 32 °F.

## **Population**

The Union of Myanmar is made up of above 100 national races, of which the main national races are Kachin, Kayah, Kayin, Chin, Barmars, Mon, Rakine and Shan. Population of the country is estimated at 54 million.

## **The Government**

The Armed Force (Tatmadaw) in the name of the State Law and Order Restoration Council (now the State Peace and Development Council) assumed State responsibility on 18 September 1988. Committing itself to the national causes of non-disintegration of the Union, non-disintegration of national solidarity and consolidation of national sovereignty.

## **Local Administration**

Local areas of the Union of Myanmar are organized as follows:-

- (a) villages are organized as village-tracts,
- (b) wards are organized as towns,
- (c) village-tracts and towns are organized as townships,
- (d) townships are organized as districts,
- (e) districts are organized as states or divisions,

(f) states and divisions are organized as the State.

The different levels of administrative areas of the Union of Myanmar are -

- (a) wards or village- tracts ,
- (b) townships ,
- (c) districts ,
- (d) states or divisions ,
- (e) the State .

Union of Myanmar is divided into seven states and seven divisions . These are sub-divided into 66 districts , 325 townships, 2752 wards and 13727 village- tracts. This formation as a basis for the administrative set-up of the country. Peace and Development Councils are formed with 4 members at all levels of administration .

## **CHAPTER (2)**

### **Ministry of Home Affairs**

Ministry of Home Affairs is responsible for national security. There are four departments under the Ministry of Home Affairs, Myanmar Police Force, General Administration Department, Bureau of Special Investigation and Prisons Department.

## **Objectives**

Objectives of the Ministry of Home Affairs are as follows:

- (1) Security of the State
- (2) Prevalence of Law and Order
- (3) Community Peace and Tranquility
- (4) Strive in the interest of the people

## **The General Administration Department**

The General Administration officers are assigned duties as members in state/ division and district level Peace and Development Councils and chairman in township level Peace and Development Councils ( Local Authorities ) by the State Peace and Development Council. Township Officers have to supervise wards and village- tracts Peace and Development Councils. The main objectives of General Administration Department are as follows:

- (1) to maintain law and order
- (2) to preserve community peace and tranquility
- (3) regional development
- (4) to strive for public interest

The Ministry and General Administration Department's objectives include to strive in the interest of the people and it shows, that we are exercising customer oriented services.

## **CHAPTER (3)**

### **Public Sector Capacity and innovations in Myanmar**

To build trust and achieve development objectives, governments must have the capacity to effectively select and implement public policy with broad based support. Government reinvestment thus refers to innovations that strengthen the credibility of policies and institutions, improve coordination between governmental authorities, increase the sustainability of policy measure, enhance the consistency and transparency of public communications, as well as improvements in human resources development, training and incentive structures.

The government of the Union of Myanmar is building the country to be a peaceful, Modern and Developed Nation in the near future. In this context security of the State and good governance are important for accomplishment of the mission towards the goal.

As we have stated in Chapter 1. The government has reformed the State law and Order Restoration to States Peace and Development Council in 1997 for the Development of the Country.

## **Government Administration and Governance in Old days.**

Government Administration is the action of Government the means by which the purpose goals of Government are realized

Government Administration has been defined as decision making planning the work to be done, formulating objectives and goals, establishing and reviewing organizing, directing and supervising employees, exercising control and other function performed by government executives and supervisors.

Government Administration is not an end by itself. It is a mean through which aspirations of the people get their fulfillment.

An efficient administration should be seen as a series of communication channels that offer linkages between the people and state (Government ).

Since patterns of communication differ from culture to culture, administration must adapt itself to the socio-cultural context. The administration affectively exercise what can properly be classified as legislative functions .

## **Good Governance today and Civil Service Reform**

The manner in which power is exercised in the management of a country's social and economic resources for development.

Governance is therefore different from capacity building, though capacity building can produce better governance.

Simply Governance is the formal way in which a government is organized and works, what it does and the principles that guide this.

### **The Government Administration Today**

Government Administration is broadly speaking, the implementation of policy within a state framework . A good working definition is, “taking care of the state’, and international organizations’, business by civil servants within the executive branch of government , other than public policy ”.

The new paradigms of public administration can be summarised as.

- participative
- customer oriented
- innovative
- responsive
- productive

For good governance, Myanmar government has late down the economic objectives and socials objectives as follows:

### **Four economic objectives**

- Development of agriculture as the base and all-round development of other sector of the economy as well
- Proper evolution of the market-oriented economic system
- Development of the economy inviting participation in terms of technical know how and investments form sources inside the country and abroad
- The initiative to shape the national economy must be kept in the hands of the state and the national peoples.

### **Four Social Objectives**

- Uplift of the morale and morality of the entire nation
- Uplift of national prestige and integrity and preservation and safeguarding of culture heritage and national character.
- Uplift of dynamism of patriotic spirit
- Uplift of health, fitness and education standards of the entire nation.

Above policies are successfully being implemented by the government organizations regional authorities public and private sectors.

## **Chapter 4**

### **Civil Service in Myanmar**

The new Civil Service Selection and Training Board (CSSTB ) Law of 1977 was promulgated, defining its objectives formation and functions. The total strength of civil service is approximately over 1.5million. There are three departments under the Civil Service Selection and Training Board .

- Civil Service Selection and Training Department
- Civil Service Affairs Department.
- Central Institute of Civil Service (CICS) upper & lower Myanmar

#### **Recruitment and human resource development**

Staff officers or equivalent grade are recruited by the CSSTB . For human resource development all the civil service personnels have to attend the training courses of CICS . There are also many training institutions at respective ministries and departments to train their staffs. Government employees are also sent to attend local and overseas training courses , seminars, workshops and study tour . They were given different training for successfully implementation of government policies and to fulfill the aspirations of the people , that is customer service oriented.

They are trained to succeed what the major strategies to engage our customers , clients and citizens. Therefore they are learning and innovating to achieve our vision. For the ministry of Home Affairs , Institute of development administration and police training centers were established to train its staffs.

## **Reward and Punishment System in Myanmar**

Manual for Government Servant's Discipline.

Subject to the provisions of Section 97 of the Government of Burma Act 1935, Government Servants can be imposed such penalties as Dismissal , Removal & Reduction to a lower post . Regarding the order “ G Circular 15 , 1940 “ , issued by the Ministry of Home Affairs , for above mentioned penalties , Departmental Action should be taken. “ G Circular 15 ” was issued for proceeding departmental action systematically.

When there is a cause to take action against Government Servant , the Service personnel should be taken action according to “ G Circular 15 section 10 ” and he (or) she should be imposed the suitable one out of (7) penalties stated in 1941 discipline and Appeal Rules Section 2.

In 1985 , during the State Council's regime, concerning with the Government employees , compilation of all rules and regulations were issued in new edition as “ Government Servant's Discipline Manual ”

The Compiled Rules and Regulations are,

- The Government Servant's Conduct Rules,
- Discipline and Appeal Rules 1941,
- G Circular 15 1940.

After 1985, Departmental Enquiry proceeding have done according to the above mentioned , Government Servant's Discipline Manual.

### **Facts about burdensome on the people**

Facts which seemed to be burdensome on the people by the Local administrative bodies are as follows;

- Illegal fund raising with different reasons
- Using bullying intimating methods
- Keeping delay the cases to get something out of it
- Circumventing the law
- Misusing the authority
- Abuse of power
- Forced labour
- Misbehaving with the people

Burdensome on the people , including forced labour were strictly prohibited and those who violate were taken action according to the Disciplinary rules and in some cases they were taken criminal action.Outstanding service personnels

were promoted and awarded honorary titles for their good performance .

## **CHAPTER ( 5 )**

### **Conclusion**

All the civil Service personcls in Myanmar today, including officials from the Ministry of Home Affairs, Firmly believe that each and every individual is responsible for accomplishment of the mission to ward the emergence of a Peaceful, Modern and Developed Nation in the near future .We shall continuously try to improve.