

# The FPS Personnel and Organisation who are we?



Federal Public Service  
Personnel and Organisation

.be

# We make room for talent

## Our mission

We shape a dynamic and strategic **federal personnel policy** and provide products and services that fit in with the trends and requirements of our customers: the federal public services. We support and guide our customers in the realisation of their personnel policy so that they can be an attractive employer and a good service provider.

The FPS P&O exists since 2001 and has grown in this time into a reliable and valued **partner** of public services specialised in a number of HR domains.

## Our values

We attach a great deal of importance to **customer-friendliness**. In our relations with our customers we pay a lot of attention to service and transparency. We guarantee them a high quality, appropriate and integrated service.

Every employee can display his creativity and talents and develop a spirit of enterprise. Teamwork, taking the initiative and innovation are continually encouraged. We make **room for talent**.

We aim to **excel in our profession**. We want to deliver high quality results by using up-to-date knowledge and applying the best practices. Working efficiently, proactively and in teams, contributes to this professionalism.

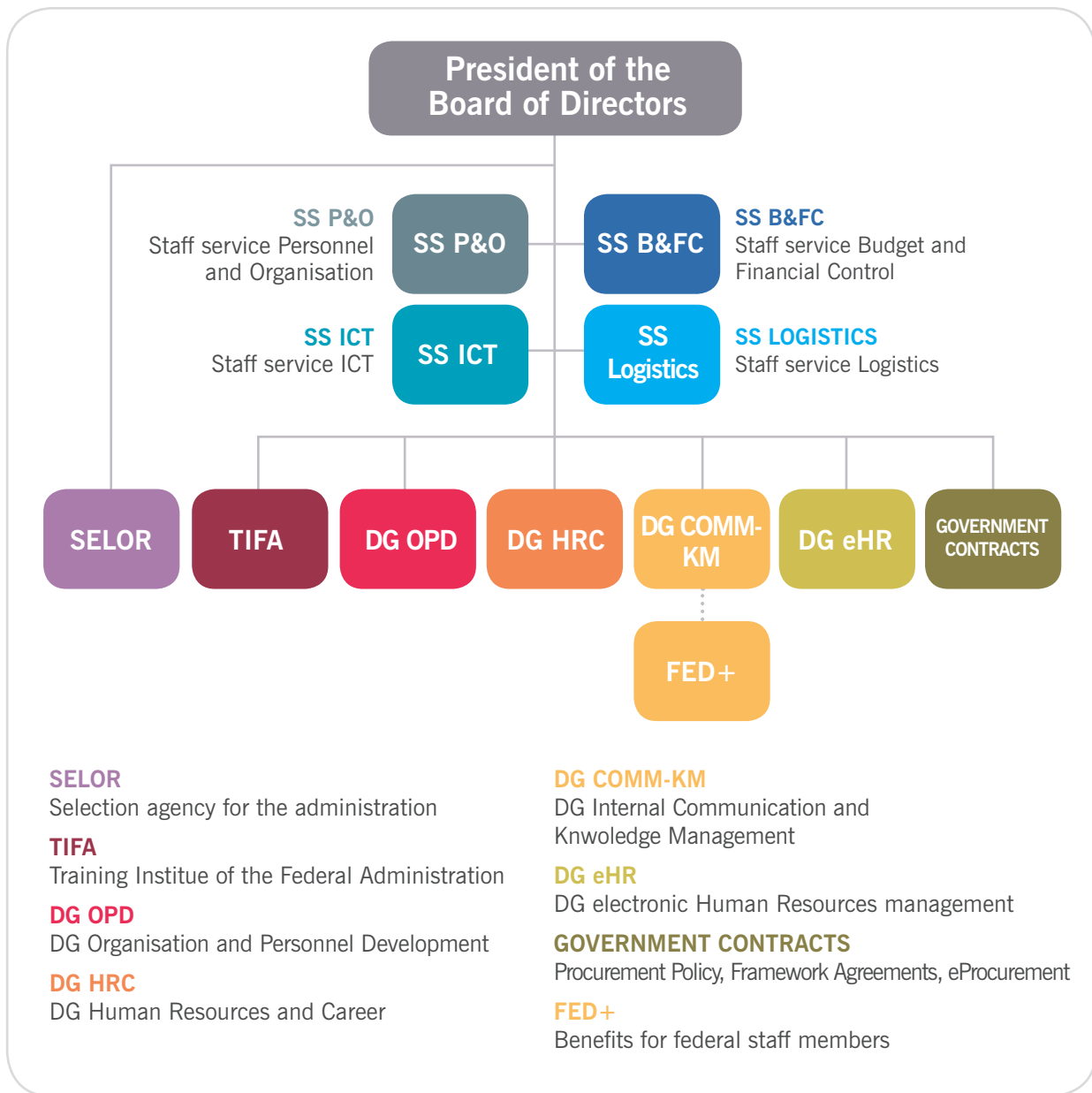
## Our customers

In the first place, we target federal public services and their **83,000 members**. By contributing to the efficiency of public services, we also help **all citizens** of our country. Our customer organisations are:

- the **federal public services** (e.g. FPS Justice, FPS Public Health, FPS Sustainable Development)
- **scientific institutions** (e.g. the Royal Meteorological Institute of Belgium, the Royal Museum of Central Africa, the Museum of Natural Sciences)
- the **public utility institutions** (e.g. the Institute of Equality of Women and Men, the Buildings Authority, the Federal Agency of Food Safety)
- the **public social security institutions** (e.g. the National Department of Employment Stimulation, the National Department of Pensions, the National Department of Social Security)
- **non-federal public services** (e.g. regions, communities, local authorities).

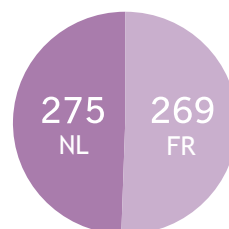
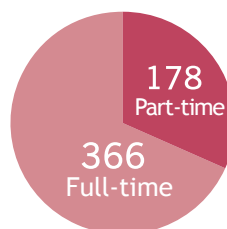
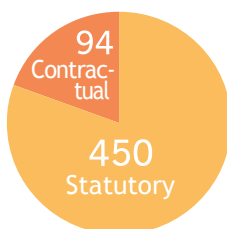
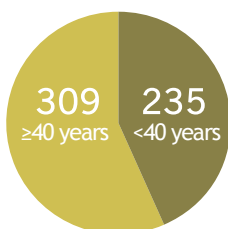
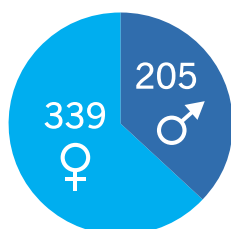
## Our assets

- Every day we keep our finger on the pulse to keep abreast of the latest **trends** in our field.
- We often work **conceptually and innovatively** and play an important role in preparing policies in civil servant management.
- Our work has a considerable **impact on the many staff members** of the public services with different levels of authority, and the welfare and well-being of citizens.
- We apply the **HR policy** that we develop ourselves and we act as a laboratory for innovative concepts such as teleworking.
- We take account of the **balance between work and private life**. We keep an ear open to what is going on among our staff, who we sound out through satisfaction surveys, for example.



## The FPS P&O in figures

We number 544, of which:



# A house with many rooms



The FPS P&O consists of a selection agency, a training institute and a number of directorate-generals with their own mission:

**Selor** is the selection agency for the administration. It screens and certifies the skills of candidates, employees and organisations.

The **Training Institute of the Federal Administration** (TIFA) is responsible for developing the skills of the federal personnel. The TIFA develops training courses that meet the needs of its customer organisations and uses innovative methods such as e-learning and blended learning.

The **DG Organisation and Personnel Development** (DG OPD) is targeted at the integrated development and management of the organisation, the individual and the management. It prepares policy, develops instruments, guides and supports the federal public services in the implementation of improvement projects (e.g. organisational management, quality and process management, leadership, performance and talent management, diversity policy).

The **DG Human Resources and Career** (DG HRC) specialises in conditions of employment, remuneration management, union status and personnel planning for which it develops and implements practical tools (e.g. standard for an electronic personnel plan, federal function cartography).

The **DG Internal Communication and Knowledge Management** (DG COMM-KM) contributes to the development of a communication culture and a climate of sharing knowledge. To this end it develops tools such as a staff magazine, a portal site, a cooperation platform, etc.

The **DG eHR** designs and implements a software tool for the management of all HR processes in the federal administration.

The **Government Contracts** department advises managers on government contracts and concludes framework agreements with suppliers and service providers so that public services can buy goods and services easily and cheaply. They also design tools so that the purchasing process can be done electronically.

The **FED+** department looks for interesting benefits and discounts for the federal staff members and develops actions to improve the sense of belonging.

The **staff services** support the directorate-generals in the implementation of their core tasks:

- **Personnel and Organisation** (SS P&O) which puts the right people in the right places and develops a dynamic HR policy.
- **Budget and Financial Control** (SS B&FC) which supports the planning and the efficient use of budgetary resources.
- **ICT** (SS ICT) which manages and develops the technical infrastructure and develops applications to support these core tasks (e.g. eRecruitment, a training management system, etc).
- **Logistics** (SS Logistics) which is responsible for the reception, catering, maintenance and archives management.

# How to find us?

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Other interesting websites:

- The HR and organisation policy of the federal administration : [www.fedweb.belgium.be](http://www.fedweb.belgium.be)
- The benefits that FED+ offers : [www.fedplus.be](http://www.fedplus.be)



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