

**QUESTIONNAIRE ON CAPACITY BUILDING PROGRAMME FOR
PUBLIC EMPLOYMENT SERVICES (OIC-PESCaB)**

I. GENERAL INFORMATION

Please provide us with information regarding your **institution**:

Name of Institution	:						
Phone	:	Country Code:		City Code:		Phone:	
Fax	:					Fax:	
Web Address	:						
E-mail	:						
Postal Address	:						

Please provide us with information regarding the **HEAD** of your institution:

Name of Institution	:						
Phone	:	Country Code:		City Code:		Phone:	
Fax	:					Fax:	
Web Address	:						
E-mail	:						

Please provide us with information regarding **other contact persons** in your institution:

Name of Institution	:						
Phone	:	Country Code:		City Code:		Phone:	
Fax	:					Fax:	
Web Address	:						
E-mail	:						

Name of Institution	:						
Phone	:	Country Code:		City Code:		Phone:	
Fax	:					Fax:	
Web Address	:						
E-mail	:						

NEEDS/CAPACITIES MATCHING TABLE

¹ Please examine carefully each topic listed, investigate the competencies of your institution in each of these subjects, and consult with the concerned departments in your institution when necessary. **You can add some other topics which are not listed here but you deem relevant to your needs or capacities.**

² Check the boxes corresponding to the training subjects for which your institution is able to offer a training programme to another institution.

³ Check the boxes corresponding to the training subjects for which your institution is willing to get in-house training from another institution.

⁴ If you indicated need for a specific subject, please also specify its priority on a scale of 1 to 4 (1 – Most Urgent and 4 – Least Urgent). You can assign the same priority rank to multiple subjects.

Subjects / Areas	Can Offer Training ²	Training Needed	
		Need ³	Priority Rank ⁴
Employment policies and strategies			
Job creation for youth			
Skills training services			
Self-employment and micro enterprise			
Managing information on labour market			
Labour inspection			
Professional categorization system			
Unemployment insurance and employment protection			
Labour market statistics			
Management of labour mobility			
Public employment services funding			
Public private partnership			
Combating informal employment			
Others (please specify below)			