



A Declaration of Loei Primary Educational Service Area Office 2

Subject: Intention to Administering with Honesty Transparency and Good Governance

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Under the intent of the Constitution of Thailand B.E. 2560, the Official Information Act B.E. 2540, the Royal Decree on Criteria and Procedures for Good Governance, B.E. 2546, the National Anti-Corruption Strategy Phase 3 B.E. 2060 - 2564 and the Government Policy item 10 indicates to promote the administration of good governance and the prevention of corruption and misbehavior in the government sector have to instill ethical values, ethics and conscience in the maintenance of civil servants dignity and honesty with efficient government management at all levels in order to meet the needs and the public facilities to build confidence in the bureaucracy.

I'm Ponchai Chumpunya, Director of Loei Primary Educational Service Area Office 2 of Marine Department, would like to express my intention for administering the Department's work in accordance with relevant laws, rules regulation guidelines for the Department's Official as follows:

1. Commit to good governance and strict compliance with all relevant laws and regulations;
2. Focus on fostering in all officials and staff four desirable virtues which are sufficiency, discipline, honesty, and volunteer spirit, performing their duties with quality and virtue, and creating a culture of integrity, transparency and accountability;
3. Promote and support work processes in line with the Ministry's anti-corruption vision under making the Loei Primary Educational Service Area Office 2 a corruption Free Zone;
4. Raise consciousness and awareness in distinguishing between personal and common interests in order to promote and support efficient anti-corruption operations; and
5. Maintain zero tolerance towards all forms of corruption and strict punishment for offenders within the rule of law.

Hereby announced to be acknowledged and practiced by all involved.

Given on May 07, B.E. 2562 (2019)

(Mr.Ponchai Chumpunya)

Director of Loei Primary Educational Service Area Office 2

Guidelines for implementation of the Loei Primary Educational Service Area Office 2
Subject: Intention to Administering with Honesty Transparency and Good Governance

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1. Duty performing aspect

The Loei Primary Educational Service Area Office 2 personnel shall perform their duties as state officers on moral grounds in accordance with well-established work standards and principle of transparency by implementing strict law enforcement and providing services to the public on the basis of fair treatment with no expectation for inappropriate remuneration .

Guideline

1.1 Every personnel shall perform their duties in accordance with well-established work standards by providing services to the public on the basis of fair treatment without delay . and affect to the Government.

1.2 Every personnel shall perform their duties with equality fairness without discriminatory and have a good communicating to benefit of officials together with responsible role achievement motivation.

1.3 Every personnel shall perform their duties with morals and ethics in the work without expectation for inappropriate remuneration unless the correct receive without the covert benefit.

1.4 Every agency shall promote the work by reviewing the procedures for efficient and up-to-date public services.

2. Budgetary Management

The Loei Primary Educational Service Area Office 2 personnel shall be aware of the budgetary expenditures that come from tax of the public. The agency responsible for budgeting, drawing up and paying are to be operated with necessary transparency and accountability. Follow the principle of Sufficiency Economy.

Guideline

2.1 Every personnel shall realize to spend the budget according to the purpose of value of money and advantage to the government agency actually.

2.2 Procurement Section shall carry out procurement process transparent and verifiable at all stages as required by law, regulation or ordinances.

2.3 Finance Division shall report the budget spending data accordance with the laws and regulations and disclose information report to the public for transparency in management budget which is inconsistent with laws or regulations.

2.4 Administrators at all levels shall control the withdrawal-pay the budget appropriately, such as overtime, travel expenses, etc.

3. Administrative Power

Administrators of all agencies at all levels shall assign the task, evaluate performance, personnel selection to work fairly no discriminate as well as command the subordinate to perform duties under of law and regulation accurately and correctly.

Guideline

3.1 The administrators shall order or assign the task correctly fairness based on ability, suitably, position, office level, consider to risk and danger equality of personal humanitarian and carefulness follows work assignment to be successful.

3.2 The administrators shall not order or assign any work in addition to the duties in official of the subordinate whether private business or unsuitable for others.

3.3 The administrators shall be a neutral leader without prejudice, with responsibility for fairness and impartiality in assessing performance, using discretion in various matters. Including considering the liking for subordinates must always be fair and having leadership for their duties.

3.4 administrators or personnel shall not use positions or the authority in the government to exploit the wrong or allow any personnel to take advantage unlawful exploitation.

4. Property of the Government

Department personnel shall use government property for the benefit of the government do not take it to unlawful use or intended to any personnel use for their own or others.

Guideline

4.1 The administrators shall control, maintain the property of government is available. If property is damaged or lost shall report and comply with the law and regulations.

4.2 The government asset borrowing wing whether inside Loei Primary Educational Service Area Office 2 or outsider shall actualize the law or regulations.

4.3 Procurement Section shall support the method or manual for asset of the government regularity system and damage protection in asset of the government.

5. Modify Corruption-free

Every agency shall comply with the National Anti-Corruption strategy phase 3 (2017-2021) the prevention and suppression of corruption and Misconduct within the Loei Primary Educational Service Area Office 2 and measures involves to modify corruption-free search which will ultimately lead to a decline in corruption cases.

Guideline

5.1 All agencies shall carry out activities and projects in line with the guidelines of the Action Plan on the Prevention and Suppression of Corruption and the Misconduct of the Marine Department for the fiscal year 2018-2021, report the results of the current fiscal year as required by the Board of Standards the Transparency of Loei Primary Educational Service Area Office 2.

5.2 All agencies shall support the implementation of policies or measures in the prevention and suppression of corruption and misconduct within the Loei Primary Educational Service Area Office 2.

5.3 The head of all agencies and all levels shall control and monitor the performance of subordinates to be accurate free of corruption with no ignore to proceed when found misconduct.

5.4 Internal Audit Group shall carry out an internal audit accordance with the Annual Internal Audit Planning fiscal year which is strictly enforced and directly report to the Director of Loei Primary Educational Service Area Office 2.

6. Quality

All Loei Primary Educational Service Area Office 2's personnel shall perform their duties according to their responsibilities, based on operational standards, procedures, rules and regulation to be neat Efficiency and effectiveness with the official duty.

Guide line

6.1 The head of agency and all level shall behave, discipline, good attitude to work and good example to all subordinates follow the Code of Ethics for Civil Servants and regulations.

6.2 The Loei Primary Educational Service Area Office 2 personnel shall perform the duty of providing the people with the willingness, politeness and accurate information that is beneficial to the government and people.

6.3 Every agency shall promote, support for innovation that helps them to operate correctly and quickly in order to achieve more efficiency.

7. Communication Performance

All agencies shall disclose its information to public by communication channel accurately the public visitor easily access to that information.

Guideline

7.1 Every agency shall develop the information on the website of the agency that the people should acknowledge or is published to the public to be correct and up to date.

7.2 All agencies shall establish its information network for providing any information to, or consulting with people on its performance of duty including the coordinating officer to facilitate for gathering requests of people .

8. Improvement Service System

All agencies shall improve the service system to facilitate the rapid population, satisfied and encouraged people, stakeholders or service recipients take part in the mission of the Loei Primary Educational Service Area Office 2. It also enhances the image of Loei Primary Educational Service Area Office 2 and its affiliates to be transparent. To create a vision and confidence of the public to Loei Primary Educational Service Area Office 2.

Guideline

8.1 All agencies shall improve or revise the service procedures in accordance with the Guidelines for the Facilitation of the Authorization Act of BE 2558.

8.2 The agency is the public service agency shall promote Involve the public or external stakeholders in the implementation of the mission of the Loei Primary Educational Service Area Office 2, whether the listening, planning or operation evaluation, etc., to ensure transparency of Loei Primary Educational Service Area Office 2.

8.3 Agency that provide services to the public or stakeholders with transparency and accountability shall take feedback, complaints from the public to improve the performance of the system.

8.4 All agencies shall promote the use of information technology to facilitate the process and quick public services.

9. Information Disclose

Loei Primary Educational Service Area Office 2 conducts the basic information of Loei Primary Educational Service Area Office 2 such as news, public relation , communicate with people (Socia Network), procedure or service, annual budget plan, procurement management, development of personnel, management of fraud complaints and channels of public participation on website to the public to know the transparency in the management

and operation of Loei Primary Educational Service Area Office 2.

Guideline

9.1 The Public Relations Section, Administration Group shall promote all agencies to follow the guidelines or measures to disclose information of the Department to public according to the Official Information Act, B.E. 2540 and the laws, or regulations as prescribed.

9.2 All agencies shall make the people known information of the various missions on the website of the Department to show the transparency in the mission Of the Department.

9.3 The Public Relations Section, Administration Group shall support the use of communication channels in the form of social networks such as Facebook, Twitter and Line etc. in communication and public relations of various operations of Loei Primary Educational Service Area Office 2 for the public to receive current information in a modern format.

9.4 All agencies shall carry out the guideline of information disclose of Loei Primary Educational Service Area Office 2 to public to show the transparency in the mission of the Department.

9.5 Personnel section, Loei Primary Educational Service Area Office 2 shall carry out the guideline of the personnel administration to be transparent from recruiting, appointment, personal development, performance evaluation, disciplinary action Including creating morale for maintaining and preserving the good and talented people of Loei Primary Educational Service Area Office 2 along with the mission of the agency and the direction of national reform.

10. Fraud Preventions

The Loei Primary Educational Service Area Office 2 personnel shall carry out their own missions in accordance with the guidelines of the intent of management with integrity, transparency and good governance. All operations shall be free from corruption and can be verified along with enhancing the corporate culture of Loei Primary Educational Service Area Office 2 to be an organization that provide services in marine and commercial transportation to Thai society with sust ainab ilit y in accordance with good corporate governance principles.

Guideline

10.1 All levels of supervisor and personnel of Loei Primary Educational Service Area Office 2 shall follow the guidelines of the intent of the administration's intention with honesty, transparency and good governance.

10.2 All levels of supervisor shall not behave in corruption, misconduct or having a relationship that promotes mutual benefits between stakeholders who enter into a concession contract or any contract from Loei Primary Educational Service Area Office 2.

10.3 Personnel section, Administration shall support the implementation of risk assessment, corruption and formulation of guidelines or measures to prevent or manage corruption risks to allow each department to take action to prevent fraud.

10.4 Every agency shall promote and focus on the image enhancement of Loei Primary Educational Service Area Office 2 to be free from corruption and misconduct, cooperate in activities and projects to prevent and suppress corruption both inside and outside Loei Primary Educational Service Area Office 2, together with creating a Loei Primary Educational Service Area Office 2 culture that does not tolerate all forms of corruption.

The personnel of the Loei Primary Educational Service Area Office 2 consists of government officials, permanent employees, government employees and all temporary employees shall acknowledge and act in accordance with the intention of managing with honesty transparency and strict compliance including publicize in all channels of Loei Primary Educational Service Area Office 2