

Public Administration

Public administration is a system for the management of matters of public interest through governmental or other public bodies. The state maintains its authority over the administration of selected public issues by delegating this authority to its executive bodies (this is then referred to as '**government administration**'). The control over other specific matters of public interest has been delegated by the state to local authorities (this is then referred to as '**local administration**').

Government Administration

The ministries represent the central bodies of government administration. Localized governmental administrative bodies include labor offices, revenue authorities, etc. Government administration is also handled by the **regions** (through regional authorities), municipalities with extended powers, municipalities with municipal councils and **townships** (through local councils).

Local Administration

Municipalities

Municipalities represent the basic territorial, self-governing communities of citizens. A municipality is composed of the following bodies:

- Municipal Assembly (the highest ranking municipal body, which exercises the key powers as part of the structure of local government)
- Municipal Council (executive body)
- Mayor (represents the municipality in its external relationships and acts as the head of the municipal authority)
- Municipal Authority

Regions

The Czech Republic has 14 regions.

A region is composed of the following bodies:

- Regional Assembly (the highest ranking regional body, which exercises the key powers as part of the structure of regional government)
- Regional Council (executive body)
- President (represents the region in its external relationships)
- Regional Authority

http://www.cizinci.cz/files/clanky/413/ANGLICKY_prirucka.pdf

Below is an extract from „**Information Booklet for Foreign Nationals in the Czech Republic**“

Complete the missing information.

1. Other Forms of Education, Language Course, Czech Courses and Adult Education
2. Contract-Based Health Insurance
3. State Social Support (Welfare)
4. Unions
5. Basic Information on Residing in the Czech Republic as a Foreigner
6. Public Health Insurance
7. Temporary Stay
8. Ombudsman's Office
9. Small and Medium-Sized Enterprises
10. Social Insurance
11. Municipal Transportation
12. Permanent Residence in the Czech Republic
13. Registries and Their Responsibilities
14. Companies and Corporations
15. Renting
16. Labor Offices
17. Czech Citizenship
18. Driving Licenses
19. Handling Emergency Situations
20. Foreign Police
21. The Birth of a Child to a Foreign National
22. Rights and Obligations of the Employee
23. Mandatory and Elementary Education
24. Secondary Education
25. The Social Security System and Its Administration
26. Labor Law Relationships

4. Foreigners Residing in the Czech Republic, Citizenship

- **A** _____
- **B** _____
- **C** _____
- **D** _____

5. Where to Seek Help

- Attorneys
- **E** _____
- Consumer Protection, Czech Commercial Inspection
- **F** _____
- Handling Other Crisis Situations

6. The School System and the Recognition of Non-Czech Education

- Pre-School Education
- **G** _____
- **H** _____
- Higher-Level Professional Education
- Colleges and Universities
- Recognition of Foreign Higher Education and Qualifications
- **I** _____

7. Healthcare and Health Insurance System

- **J** _____
- **K** _____
- Mandatory Vaccinations
- The Healthcare System in the Czech Republic
- Protection and Promotion of Public Health

8. Employment

- Employment of Foreign Nationals - Procedures
- **L** _____
- **M** _____
- Employment Brokering and Other Career Services
- **N** _____

9. Doing Business in the Czech Republic

- **O** _____
- **P** _____

10. Social Security

- **Q** _____
- **R** _____
- Living Minimum
- **S** _____
- Social Care

11. Housing

- Living in Your Own Apartment or House
- **T** _____
- Living in Co-op Apartments
- Registering Utilities and Other Services into Your Own Name
- Loss of Housing

12. Transportation

- **U** _____

- Intercity Transportation
- **V**_____

13. Family, Marriage and Other Milestones

- **W**_____
- Marriage (requirements)
- Divorce
- **X**_____
- Death of a Loved One.

16. Foreign Police Departments, Labor Offices and Regional Authorities

- **Y**_____
- **Z**_____
- Regional Authorities

Separation of powers – Czech Republic

Fill in the gaps with a correct word.

term *elections* *citizen* *forces* *head*
body
is executed *is divided* *was established* *is made up* *are*
elected
is entitled *are appointed*

Power 1. _____ into legislative, executive and judicial.

Legislative power

The Parliament of the Czech Republic 2. _____ of two chambers. Every 3. _____ who is at least 18 years old is entitled to vote for candidates to the House of Parliament (Chamber of Deputies) and the Senate.

The House of Parliament is made up of 200 members, who 4. _____ once every four years. Every citizen who 5. _____ to vote and is at least 21 years old, can be elected to the House of Parliament.

The Senate 6. _____ in 1996. 81 senators are elected with a six-year 7. _____ of office. The 8. _____ take place every two years.

Executive power

The government is the supreme 9. _____ of executive power. The president of the Republic is the 10. _____ of state and the supreme commander of the armed 11. _____.

Judicial power

Judicial power 12. _____ in the name of the republic by independent courts of law. The Constitutional Court is made up of 15 judges, who 13. _____ for a term of 10 years.