



Anti-Corruption Network for Transition Economies  
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## **Anti-Corruption Network for Transition Economies**

**5<sup>TH</sup> ANNUAL MEETING**  
**10-12 September 2003, Istanbul, Turkey**

**Regional Anti-Corruption Action Plan**  
**for Armenia, Azerbaijan, Georgia, the Russian Federation, Tajikistan and Ukraine**

**ADVISORY GROUP**  
**10 September 2003, 17.00-18.30**

**Terms of Reference**

These Terms of Reference have been endorsed at the first meeting of the Advisory Group, on the 10<sup>th</sup> of September 2003 in Istanbul, Turkey.

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## **Brief Summary of the Action Plan**

At the 2002 Annual meeting of the Anti-Corruption Network for Transition Economies (ACN), Armenia, Azerbaijan, Georgia, the Russian Federation, Tajikistan and Ukraine called for a regional initiative aiming to implement an Anti-Corruption Action Plan in this sub-region. The Action Plan is built on three pillars: (i) effective and transparent systems for public service; (ii) integrity in business operations and; (iii) public involvement in reforms. It is expected to be endorsed at the 2003 Annual ACN meeting.

During the launching stage (May-September 2003), the countries were invited to nominate high-level national representatives to take part in the Action Plan. The National representatives were invited to the Annual ACN meeting in September 2003, to formally endorse the Action Plan and its methodology.

During the analytical stage (September 2003-January 2004), the countries will develop self-assessment Status Reports, describing current legal and institutional frameworks in place to fight corruption. The countries will be suggested to establish special working groups involving key agencies engaged in anti-corruption activities or appoint co-ordinators to facilitate the preparation of the reports.

To assist the countries in developing the Status Reports and to provide a comparable framework for analysis, the ACN Secretariat is preparing Guidelines for their elaboration. The Guidelines will be submitted for endorsement by the ACN Annual Meeting in September. Upon request, the ACN Secretariat will provide countries with assistance from a legal advisor for the preparation of the Reports. This might include technical missions to the countries.

The Status Reports submitted by the countries will be the subject of a peer review meeting of government representatives of participating countries. The objective of the peer review is to identify strengths and weaknesses of the national legal and institutional frameworks for fighting corruption and to elaborate on recommendations for follow-up steps and actions. The review meeting is foreseen to take place towards the end of 2003, subject to the level of preparedness of the Status Reports.

The Status Reports together with the recommendations coming from their reviews will provide the basis for the development of follow-up activities. Such follow-up activities could include the establishment of a regional monitoring mechanism and targeted technical assistance for the countries aiming to strengthen their capacity in specific areas identified in the Status Reports.

## **Role and Composition of the Advisory Group**

### The mandate of the Advisory Group

The Advisory Group will be established in order to provide overall guidance to the development and implementation of the Action Plan. While the ACN Secretariat at the OECD is responsible for the overall management of the Action Plan and the quality of the project results, the Advisory Group will assist the Secretariat and will have an advisory role in designing the work plan, including follow-up measures, and the evaluation of its implementation. The Advisory Group will also play an important role in mobilising actions by governments and international organisations for the

implementation of the Action Plan, and in supporting the fundraising efforts of the Secretariat.

### Membership

It is proposed that the Advisory Group should be largely built on the current members of the Anti-Corruption Network for Transition Economies, i.e. major international organisations, donor agencies, international financial institutions, and civil society groups involved in anti-corruption efforts in the region. Country representatives nominated by participating governments will also be invited to join the Advisory Group.

While it is proposed that the membership in the Advisory Group is not closed or strictly assigned, its size should remain limited to ensure effective operations of this advisory body. The ACN Secretariat will contact potential members to determine their availability and willingness to join the Advisory Group, and will compile a draft list by the September ACN meeting.

### **Rules and Procedures**

#### Meetings

The ACN Secretariat will be responsible for calling the meetings of the Advisory Group. The Advisory Group will become operational at its first meeting, which will take place in the framework of the 2003 ACN Annual Meeting. Between meetings, the Advisory Group will communicate through e-mail correspondence. The second meeting will take place in the framework of the Status Reports Review Meeting(s), at the end of 2003. Further meetings will be planned at a later stage.

#### Co-chairs, Agenda and Decisions

A light structure and procedure are proposed for the Advisory Group and its meetings. The Co-chairs therefore will primarily have a facilitating role, and will be invited to ensure focused and solution-oriented discussions. One Co-chair will represent the OECD-based ACN Secretariat. Another co-chair will be invited on a rotating basis, and will be either a representative of the participating countries or from the international community.

Under the guidance of the Co-chairs and taking into account proposals from the Advisory Group members, the Secretariat will be responsible for developing the meeting agenda and for organising the meeting.

The advisory decisions or opinions of the Advisory Group will be based on consensus, and will be reflected in brief summary records prepared by the Secretariat.

#### Documents

The Advisory Group will be invited to review and comment on the main documents developed under the Action Plan submitted by the Secretariat, including proposed Terms of Reference for the Advisory Group, Action Plan, Guidelines for Status Reports, Work Plan for 2003 and Work Programme for 2004, Summary Records of the Advisory Group meetings and others. Advisory Group members can also propose additional

documents for information or discussion; they should be submitted to the meetings via the Secretariat.

All documents should be provided in advance of the meeting. It should be noted that depending upon the language capacities of the Advisory Group members, some documents may require translation into Russian or English.

### **Funding**

The operation of the Advisory Group does not have a special budget under the Action Plan. All related expenses have to be borne by the members themselves and by the Secretariat (e.g. funding for representatives of the participating transition economies). To minimise such expenses the meetings of the Advisory Group will be planned back-to-back with other events when possible.