

International Anti-Corruption Academy

**2nd Assembly of Parties
9–11 December 2013**

Provisional Agenda and Annotations

I. Provisional Agenda for the 2nd session of the Assembly of Parties

1. Organizational Matters:
 - a. Opening of the session
 - b. Election of officers
 - c. Adoption of the agenda and organization of work
 - d. Participation of observers
 - e. Adoption of the report of the Bureau on credentials¹
 - f. General discussion
2. IACA's Development: report by the relevant organs – review and discussion
3. Work Programme and Budget
4. Fundraising Activities for the Academy
5. Report on Programmes and Activities
6. Other Matters
7. Provisional Agenda for the 3rd session of the Assembly
8. Adoption of the Report of the Assembly on its 2nd session

¹ Also see annotation point "Credentials".

The General Discussion of the Assembly of Parties will provide an opportunity for high-level representatives to address the conference, affording guidance for its deliberations and the achievement of its objectives. In view of the importance of this event, the significance of the matters to be discussed during it, and the need to reach key decisions, governments are encouraged to be represented at the highest possible political level and include in their delegations policymakers and experts on the issues to be covered by the Assembly.

The Secretariat proposes holding the General Discussion of the Assembly at the beginning of its session so that high-level representatives would have an opportunity to express their views and set the political direction for the conference. Such organization of the session's work would also allow for more focused and interactive exchanges to take place under the substantive items of the agenda.

All Parties are kindly invited to submit proposals for further agenda items² to IACA's Secretariat at their earliest convenience, preferably not later than 25 November 2013.

II. Annotations

1. Organizational Matters

The 2nd session of the Assembly of Parties will be convened **at the United Nations Conference Centre (UNCC), Bangkok, Conference Room 2**, from **MON, 9 December to WED, 11 December 2013**.

2. Credentials

The first session of IACA's Assembly of Parties, which took place in Vienna from 29 to 30 November 2012, has, among other documents, adopted the Assembly of Parties' Rules of Procedure (RoP) by unanimity (see Annex I). With regard to "Credentials", Rule 18 of these RoP stipulates,

"Submission of Credentials

1. The credentials of representatives of each Party and the names of the persons constituting the Party's delegation shall be submitted to the Executive Secretary if possible not later than twenty-four hours in advance of opening of the session.
2. Any later change in the composition of the delegation shall also be submitted to the Executive Secretary.
3. The credentials shall be issued by the Head of State or Government, by the Minister for Foreign Affairs, or by the Permanent Representative of the Party in accordance with its domestic law or, in the case of an international organization, by the competent authority of that organization."

Please note that this Rule (*a*) only applies to credentials for (a specific session of) the Assembly of Parties, but (*b*) different to some other international conferences/organizations³

² "Any item proposed for inclusion in the agenda shall be accompanied by an explanatory memorandum and, if possible, by basic documents or by a draft recommendation or decision." (Rule 10 of the Assembly of Parties' Rules of Procedure)

³ Where, again, it is only the Head of State/Government or the Minister for Foreign Affairs to do so.

and similar to, e.g., the CoSP to the UNCAC, also allows for the Permanent Representative of the Party to notify the Assembly of Parties of the composition of his/her country's delegation and issue credentials thereto. The representative shall have, however, presented his/her general credentials to the organization in the first place.

In line with the aforementioned Rule 18 of the Assembly of Parties' RoP as well as general international practice, please note that credentials of representatives of each Party and the names of the persons constituting the Party's delegation are to be submitted to the Executive Secretary for any single session of the Assembly. Subject to national rules and procedures, a (generally accredited) (permanent) representative may wish to include himself/herself on this formal notification (without the requirement to resubmit 'confirmation' by the country's Head of State/Government or the Minister for Foreign Affairs to do so). At the same time, such a delegation to (a specific session of) the Assembly of Parties may be comprised of persons other than the (generally accredited) (permanent) representative(s) of a country and/or have a different Head of delegation, the latter then acting as a country's representative in this specific session of the Assembly in accordance with Article V of the *Agreement for the Establishment of the International Anti-Corruption Academy as an International Organization*.

3. Pledges

IACA would also like to reiterate the need for reliable budget planning and allocation of resources and therefore calls upon all Parties and Signatories for shared financial ownership and participation. As IACA is still in the build-up phase, it is dependent on stable finances and reliable resources in order to successfully build-up and effectively maintain its operational work and activities.

Voluntary contributions by the Parties are mentioned as a core element for IACA's financing under Article XI.(1).a of the *Agreement for the Establishment of IACA as an International Organization*. What is more, in recalling the consensus of the Academy's constituency reflected in Regulation 10 of the *Financial Framework of the International Anti-Corruption Academy*, "*voluntary contributions shall preferably include contributions to the general budget of the Academy*". As stipulated in Regulation 4 of the *Financial Framework of IACA*, adopted by the Provisional Commission on 21 September 2012 and endorsed by the first session of the Assembly of Parties on 29 November 2012, "*as the Academy is still in a phase of building up its capacities, special emphasis shall be given on the provision of a suitably well-defined general budget allocation*". This was echoed by Resolution AOP1-Res-3 of the first session of the Assembly of Parties, "*strongly encouraging all Parties and Signatories, donors from the public and private sector, and the international community to support the Academy's resources in accordance with the relevant policies and guidelines, taking into due account that special emphasis shall be given to the provision of a suitably well-funded general budget allocation, allowing the Academy to pursue its mission and objectives and to maintain its integrity and independence*". The financial ownership of the organization is a shared responsibility among all its stakeholders and a necessity for ensuring its credibility and legitimacy.

Delegations are kindly invited to use the high-level/ministerial segment of the Assembly of Parties on 9 December for pledging financial contributions. This event will allow for a high-level of visibility, positive political exposure, and enhanced commitment.

A registration form for financial pledges, including an explanatory note on the guidelines for voluntary financial pledges, is attached (Annex VI).

4. National Statements

The list of speakers will be opened by the Secretariat as of now and will remain open until noon on 9 December 2013. Requests for registration on the list will be honoured on a “first come, first served” basis, on the understanding that priority will be given to representatives of ministerial or similar rank. Speakers are requested to limit their statements to seven minutes⁴.

5. Side events

Delegations and partners who are interested in holding a side event are requested to contact the Secretariat by 21 October 2013.

6. Language of the Assembly

The official language of the Assembly is English. Official documents will be made available in English only.

Any representatives may make a speech in a language other than the official language of the Assembly. In that case, he or she shall provide for interpretation and/or translation into the official language of the Assembly.

7. Evening Programme

Both 9 and 10 December 2013 will conclude with official evening events starting at 19:30.

8. Excursion

The excursion will take place on the afternoon of 11 December. It aims to introduce participants to the historic landmarks of the Kingdom Thailand and provide an opportunity to enjoy the centuries-old arts, culture, and history of the country. Spaces are limited and the programme operates on a “first come, first served” basis. Please indicate your participation in the Registration Form contained in Annex VII – Information for participants. Please note that the dress code is smart casual.

9. Documents

Please note that some documents are still awaiting approval by the Board of Governors. These documents will be distributed in due course, sometime following the next meeting of the Board, taking place on 30 September and 1 October 2013. After this Board meeting, a consultative process on the draft *Work Programme and Budget Proposal 2014 sequ.*, involving all stakeholders, will be initiated.

Annexes I to V to this document will only be distributed in electronic form. Additionally, they are available in the Assembly of Parties 2013 section of our website, www.iaca.int, along with other relevant documents and updates. Delegates are kindly invited to regularly check the website.

⁴ Should your delegation require interpretation, please inform IACA’s Secretariat. Interpretation is to be organized individually. Please keep in mind that IACA will not bear any costs for interpretation services.

Furthermore, **the Secretariat will provide each delegation with only one single, complete set of the documents at the conference venue.** Delegates are therefore kindly requested to bring their own copies of the documents to the session or access them during the session via the website.

Laxenburg, Austria, 16 September 2013

Annexes:

Resolution on the Convening of the 2nd Assembly of Parties
Resolution on the Rules of Procedure
Resolution on the Election of the Board of Governors
Resolution on General Matters
Resolution on the Report of the 1st Assembly of Parties
Registration Form for Financial Pledges and Explanatory Note
Information for Participants