International Anti-Corruption Academy

3rd Assembly of Parties
19-21 November 2014

Provisional Agenda and Annotations

I.   Provisional Agenda for the 3rd 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 credentials

      f. General discussion

   2. **IACA's Development: report by the relevant organs**, review and discussion

   3. Work Programme (progress) and Budget 2015

   4. Fundraising Activities for the Academy

   5. Report on Programmes and Activities

   6. (Elections to fill vacancies in the Board of Governors)

   7. Other Matters

   8. Provisional Agenda for the 4th session of the Assembly

   9. Adoption of the Report of the Assembly on its 3rd session

All Parties are kindly invited to submit proposals for further agenda items to IACA's Secretariat at their earliest convenience, preferably not later than 5 November 2014.

II.   Annotations

1. Organizational Matters

The 3rd session of the Assembly of Parties will be convened from Wednesday, 19 November 2014, 14:30, to Friday, 21 November 2014, at the Four Seasons Hotel, Baku, Azerbaijan.

Election of officers

The election of officers will take equitable geographical distribution into consideration.

Adoption of the agenda and organization of work

In addition to the agenda of the third session of the Assembly of Parties, adopted by the Resolution AOP2-Res-6, the Assembly may decide on an addition agenda item, taking the latest developments into account (see agenda item 6).

Participation of observers

Pursuant to Articles IV and V of the IACA Agreement, the Assembly of Parties serves as a forum for Parties and stakeholders to consult on the overall policy of the organization and on other matters **of interest. While only Parties have voting rights, the Assembly's** Rules of Procedure (RoP) allow for broad participation of observers. In line with Chapter V of these RoP, all Signatories, Non-Signatories, entitled United Nations Bodies, Specialized Agencies and Funds, non-governmental organizations and other stakeholders are invited to take part in the forthcoming session as Observers. Please consult the RoP (annexed) for details on entitlement, procedures, and requirements.

Adoption of the report of the Bureau on credentials

The first session of IACA's Assembly of Parties, which took place in Vienna from 29 to 30 November 2012, has, *inter alia*, **adopted the Assembly of Parties'** RoP by unanimity. **With regard to ''Credentials'',** Rule 18 of these RoP stipulates:

''Submission of Credentials

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.

Any later change in the composition of the delegation shall also be submitted to the Executive Secretary.

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 that *(b)* different to some other international conferences/organizations[1] and similar to, e.g., the Conference of State Parties to the UNCAC, also allows for the Permanent Representative of the Party to notify the Assembly of Parties **of the composition of the country's delegation and issue credentials thereto.** The representative shall, however, have presented his/her general credentials to the organization in the first place.

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[1] Where it is only the Head of State/Government or the Minister for Foreign Affairs to do so.

In line with the aforementioned Rule 18 of the RoP as well as general international practice, it should be noted that credentials of representatives of each Party and the **names of the persons constituting the Party's delegation shall be submitted to the** Executive Secretary for any single session of the Assembly of Parties. 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) representatives of a country and/or have a different Head of delegation. The latter would then be **acting as a country's representative in this specific session of** the Assembly of Parties in accordance with Article V of the Agreement for the Establishment of the International Anti-Corruption Academy as an International Organization (IACA Agreement).

General discussion

The general discussion of the Assembly will provide an opportunity for high-level representatives to address the conference, affording guidance for its deliberations and the achievement of its objectives. Given 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.

Under this agenda item, the 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.

The list of speakers under this agenda item will be opened by the Secretariat as of now and will remain open until noon on 19 November 2014. 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 minutes.

2. **IACA's Development: report by the relevant organs**, review and discussion

The relevant organs of IACA will report on their work from the last session of the Assembly until now.

3. Work Programme (progress) and Budget 2015

In line with Art VI, paragraph 3, of the IACA Agreement, the Board of Governors (BoG) is called to submit the Work Programme and Budget of the Academy to the Assembly for adoption. By Resolution AOP2-Res-1, on 11 December 2013, the second session of the Assembly of Parties adopted a three-year Work Programme 2014 – 2016 (attached) and Budget 2014. The Resolution emphasizes that only with a suitable general budget, **which serves as the organization's main financial resource, can it continue to build up** and carry out its daily operations and implement the Work Programme.

The BoG, at its latest meeting held on 18 September 2014, decided on the Budget Proposal 2015 (attached). The amounts are based on the unanimously approved figures from the budget for 2014, part of Resolution AOP2-Res-1, adjusted (and rounded) by a **general inflation factor of 2%. As outlined in the chapeau to this proposal, it is the BoG's**

firm understanding that IACA's budget for the year 2015 should be seen as one which allows for the further development of the organization's capacities in line with its declared mandate and the Strategic Objectives (as unanimously adopted by Resolution AOP2-Res-1), while not compromising the integrity of its values and constituency. As IACA's general budget serves as the key framework for its finances, it provides for implementation of the organization's Work Programme 2014-2016 (Resolution AOP2-Res-1), the maintenance of its daily operations, the expansion of its constituency, the establishment of a research platform, the provision of trainings and other activities of the highest quality, and the attraction of the best qualified faculty members.

The financial ownership of the organization is a shared responsibility among all its stakeholders and a necessity for ensuring its credibility and legitimacy. Voluntary contributions by Parties is outlined as a core way of financing under Article XI.(1).a of the IACA Agreement, and thus by 2015, IACA requires sufficient contributions across Parties. Notwithstanding the fact that contributions by Parties are voluntary, Parties are invited to consider foreseeing alternative ways of fundraising, such as the ones outlined in Strategic Objective Four of the Work Programme 2014-2016.

Given the Assembly's consent, the third session of the Assembly will focus on ways of meeting the requirements of the general budget as well as alternative ways of funding, inter alia, stipulated in Strategic Objective Four of the Work Programme 2014-2016, unanimously adopted by Parties at the second session of the Assembly.

4. Fundraising Activities for the Academy

IACA reiterates 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.

Delegations are invited to use the high-level/ministerial segment of the Assembly of Parties on 19 November for pledging financial contributions. This event will allow for a high level of visibility, positive political exposure, and enhanced commitment.

The registration form for financial pledges, including an explanatory note on the guidelines for voluntary financial pledges, is attached.

5. Report on the Programmes and Activities

The presentation on programmes and activities will be delivered by IACA.

6. (Elections to fill vacancies in the Board of Governors)

In line with Art V, paragraph 3, the Assembly of Parties is called to decide on/elect members to IACA's Board of Governors (BoG). As one member resigned due to permanent professional transfer to another region of the globe, and another's Board membership seems pending, the Assembly may find itself in a position to be called to elect new members to the BoG.

III.   Additional Information

1. Side Events

Delegations and partners who are interested in holding a side event are requested to contact the Secretariat by 15 October 2014.

2. Language of the Assembly

The official language of the Assembly is English. Official documents will be made available in English only. By courtesy of the Government of Azerbaijan, unofficial simultaneous interpretation will be provided for the Azerbaijani and Russian languages. Additional languages may be considered by the Host Country for unofficial simultaneous interpretation. The costs for the interpretation services are borne by the Government of Azerbaijan and represent a voluntary contribution for this session of the Assembly of Parties. This will not constitute a regular service provided for the meetings of IACA.

Any representatives may make a speech in a language other than the official language of the Assembly, or in one of the languages translated with the courtesy of the Government of Azerbaijan. In case of the former, he or she shall provide for interpretation into the official language of the Assembly.

3. Documents

Most annexes to this document will only be distributed in electronic form. Additionally, they are available in the Assembly of Parties 2014 section on our website, www.iaca.int, along with other relevant documents and updates. Delegates are kindly invited to regularly check the website.

The Secretariat will provide each delegation with only one single, complete set of 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, 19 September 2014