Project against Corruption in Albania

(PACA)

Inception Report
(Provisional)

Project title	Project against Corruption in Albania (PACA)
Reference number	IPA 2008 -- Contract 2009/212-599
Project starting date	1 September 2009
Project duration	1 September 2009-28 February 2012 (30 months)
Implementation	Department of Information Society and Action against Crime (Directorate of Cooperation) – DGHL, Council of Europe
Project budget	2,130,000,00 Euros
Date of report	December 2009
Reporting period	1 September – 30 November 2009

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This report has been prepared by PACA team. The views expressed herein can in no way be taken to reflect the official opinion the European Union and/or of the Council of Europe.	For further information please contact: PACA Project Team in Tirana : arben.lila@coe.int Corruption Unit, Economic Crime Division, DGHL: astrid wertenschlag@coe.int

1 BACKGROUND INFORMATION

The Project against Corruption in Albania (PACA) – started on 1 September 2009. The present report summarizes the activities carried out during the inception phase which started since the beginning of the project until 30 November 2009.

1.1 Beneficiary country and institution(s)

Beneficiary Country: Albania

Main Beneficiary Institution: Department of Internal Administrative Control and Anti-corruption (DIACA); also main counterpart institution for the implementation of the project.

Project Beneficiaries: High Inspectorate of Declaration and Audit of Assets (HIDAA); Ministry of Education and Science of Albania; National Institute for Curricula Development and Teacher Training; Ministry of Justice; General Prosecutor's Office; High Council of Justice; School of Magistrates; State Police; Ministry of Finance – Directorate General for the Prevention of Money Laundering, Agency for the Administration of Seized and Confiscated Assets (ASCA); Ministry of Interior – Department for Public Administration (DPA); Training Institute for Public Administration (TIPA)

1.2 Contracting authority

Commission of the European Communities (Delegation of the European Commission to Albania).

1.3 Implementing organisation

The Council of Europe is responsible for the implementation of the project and the use of the project funds under the contract with the European Commission. Within the General Secretariat of the Council of Europe in Strasbourg, Directorate General of Human Rights and Legal Affairs, the Directorate of Co-operation, and more specifically the Economic Crime Division is responsible for the overall management and supervision of the project. Additionally, the Education Policy Division at the Directorate of Education will provide substantive technical guidance on matters related to the Purpose 2 of the project (prevention of corruption in the education sector). A Project Team based in based in Tirana supported by Economic Crime Division and Education Policy Division in the Headquarters of Council of Europe will be responsible for day to day implementation of the project in Albania.

2 THE PROJECT

Project objectives and activities:

PACA's overall objective is to contribute to democracy and the rule of law through the prevention and control of corruption. The project's specific objectives are the following:

1)   To enhance the implementation of anti-corruption policies and strategies (Anti-corruption Strategy and Action Plan 2007-2013) in line with GRECO and MONEYVAL recommendations and European Partnership commitments;

2)   To contribute to the prevention of corruption in the education sector by improving transparency, accountability and social participation in the education system.

PACA will deliver these objectives through the provision of targeted expertise and training by international and national experts, and through outreach to all relevant stakeholders and civil society on the expertise acquired.

2.1   The Anti-corruption and Good Governance Situation in Albania

2.1.1   Corruption

According to the European Commission's Regular Report published on 15 October 2009, corruption "is prevalent in many areas and continues to be a particularly serious problem." According to evidence from surveys and studies corruption remains widespread. While surveys of perceptions of corruption should be treated with great caution, Albania's score in the Transparency International Corruption Perceptions Index has risen from its traditional level of around 2.5 on a scale of 1-10 (where 10 is 'least corrupt' and 0 is 'most corrupt') between 2001 and 2006 to 3.4 in 2008 and 3.2 in 2009.[1]

The improvement indicated by the CPI may reflect progress in certain areas. In a 2009 survey conducted by the Institute for Development Research and Alternatives[2], out of 20 institutions and groups evaluated by citizens 14 out of 20 fell under the middle of a scale of 0 to 100 where 0 means 'very honest' and 100 'very corrupt'; the average score was 61.5. Customs and tax officials, ministers, parliamentarians and doctors were perceived as the most corrupt. These scores remained similar from 2008. However, the same survey also indicated a slight fall in actual experience of corruption since 2005: the proportion of citizens reporting at least one experience with corruption in the past 12 months fell nine percentage points from 2005 to 57.1%. Moreover, a very large proportion of these experiences were in the healthcare sector. Likewise, the World Economic Forum's most recent Global Competitiveness Report 2009–2010[3] (GCR) ranked Albania 96 out of 133 countries, twelve places higher than the previous year. Despite improvements in some key areas including health and education, judicial independence and transparency in government policy-making were among areas ranked poorly.

Despite signs of some improvement, levels of corruption appear to remain high. Respondents for the GCR ranked corruption as the most problematic factor for doing business in Albania, followed by inefficient government bureaucracy, policy instability, tax regulations and inadequate supply of infrastructure.

2.1.2   Policies to improve governance and tackle corruption

The EC Regular Report judged that Albania has 'undertaken more coordinated efforts to fight corruption in some areas' after the adoption in October 2008 of the Strategy for Preventing and Combating Corruption 2008-2013 (ACS) and its Action Plan in January 2009. The Report mentions for example reforms of procedures to reduce bureaucracy and contacts with officials such as e-procurement, e-taxation, and 'one-stop shops' for business registration and licenses, the introduction of a system of anonymous university entrance exams, legislative amendments in line with the Council of Europe's Civil Law Convention on Corruption, the establishment of the new Joint Investigative Unit (see below) and a memorandum of cooperation between the High Inspectorate for Declaration and Audit of Assets (HIDAA) and the Directorate General for Prevention of Money Laundering (the

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1 Transparency International Corruption Perceptions Indexes, http://www.transparency.org/policy_research/surveys_indices/cpi/2009 .
2 Institute for Development Research and Alternatives, "Corruption in Albania: Perception and Experience" http://www.idra-al.org/cs2009/Corruption%20in%20Albania%202009%20-%20Summary%20of%20Findings.pdf
3 World Economic Forum, Global Competitiveness Report 2009–2010, http://www.weforum.org/pdf/GCR09/GCR20092010fullreport.pdf, pp. 66-67.

Albanian Financial Intelligence Unit). The fulfilment of 11 out of 13 of the recommendations of the Group of States against Corruption (GRECO) 2004 Second Round Evaluation Report is also mentioned.

However, according to the report implementation of the Strategy remains inconsistent, with efforts in other areas either stalling or being selectively applied. A more systematic and strategic approach is recommended, in particular the establishment of realistic implementation mechanisms and timeframes, monitorable indicators and adequate resources. In general the report notes a need for strengthening the capacity of agencies involved in preventing and fighting corruption, from investigation and prosecution bodies to supervisory and auditing bodies. The report mentions specifically the health sector as an area – where corruption 'remains high at almost all levels' - with no significant progress; political party financing as 'a matter of concern' that needs to be addressed; and a 'culture of impunity' of higher officials that needs to be ended through real judicial independence and a convincing track record of verdicts and sanctions in corruption cases.

In specific areas of anti-corruption and good governance-related policies, the following developments since mid-2009 are of particular relevance:

Investigation of Financial Crime

In September 2009 a draft "National Strategic Document for the Investigation of Financial Crimes" was completed by the General Prosecutor's Office, General Directorate of the State Police, General Directorate for the Prevention of Money Laundering (FIU), General Directorate of Customs, General Directorate of Taxation, Bank of Albania and State Intelligence Services (SIS). The draft defines the vision and the strategic objectives of the Government for the investigation of financial crime in Albania, the institutional framework and roles of each actor, institutional cooperation and coordination (including international cooperation), resources and responsibilities for the implementation of the strategy, together with a detailed action plan for implementation. If officially adopted, the document will be the defining cornerstone for the detection, investigation and prosecution of economic and financial crime.

Joint Investigation Units

Following the establishment in 2007 of the Tirana Joint Investigation Unit (JIU) based on a Memorandum of Cooperation between the Prosecutor-General (PG), Ministry of Interior (MoI), Ministry of Finance (MoF), State Intelligence Service (SIS), High Inspectorate for the Declaration and Audit of Assets (HIDAA) and Supreme State Audit Institution (SSAI) and the composition of a team of prosecutors, judicial police officers, customs officials and tax investigators; in May 2009 the same stakeholders signed another memorandum to establish regional JIUs, and more specifically in Durrës, Shkodra, Korça, Fier, Vlora and Gjirokastra. The JIUs have been operative for 2-3 months with jurisdiction over 35 criminal offences under the umbrella of corruption and economic crime. The main goals of the Units are to be pursued through joint efforts to implement special investigative techniques, deepen institutional cooperation and provide training and equipment.

Increased activity by the FIU

According to press reports on information provided to a parliamentary committee by the Director of the FIU in November 2009, between January and October 2009 about 3.15 million Euro in assets were seized following proceedings initiated on the basis of notifications by the FIU of suspicious transactions. An increase was also reported in the number of referrals by the FIU of suspicions of tax evasion to relevant government agencies from 7 to 180 between 2007 and 2009. The FIU appears to be progressing in terms of processing suspected cases of money laundering or financing of terrorism: the Director of the FIU reported to the parliamentary committee that in the first 10 months of the ongoing year, 70 cases of suspected money laundering and terrorism financing have been referred to the State Intelligence Service

Amendment/replacement of the 2004 Law on Preventing and Combating Organised Crime (Anti-mafia Law)

A 2007 decision by the Supreme Court of Albania ordering courts not to grant requests by prosecution offices on the basis of the Anti-mafia Law for the forfeiture (seizure or confiscation) of assets acquired by convicted persons before criminal proceedings had been initiated against them brought the practical application of the law to an end. Such a decision could have been seen as 'undermining' Albania's efforts to implement its international commitments to curb organised crime. The Government consequently proposed a new law to replace the 2004 Law, which was approved by Parliament on 3 December 2009. The new law has the following main objectives:

- to make it easier for relevant state agencies to confiscate proceeds from crime;

- to expand the scope of the 2004 law aimed at including property owned by those suspected of money laundering and exploitation of prostitution by aggravated means; and

- to make a clear distinction between a forfeiture proceeding under civil law and a criminal law proceeding, an area that was previously very unclear and which made possible the 2007 Supreme Court ruling.

DIACA, the Anticorruption Strategy and Action Plan

Capacity of DIACA and the implementation and reporting framework

Regarding DIACA's capacity in general, in early December 2009 it altered the breakdown of its 10 staff by transferring one member from auditing/inspection duties to a coordination role meaning a breakdown of 8 inspectors and 2 coordinators. This member (Mr Saimir Struga) will have specific responsibility for communication with the PACA Project Team in addition to Mrs Helena Papa.

According to DIACA it has been unable so far to fully implement the following tasks listed under Article 4.d and 4.e of the Decree for the Adoption of the Statute on the Functions and Internal Administrative Control and Anti-corruption Procedures of the Council of Ministers:

- providing in cooperation with the Department of Public Administration counselling and training through seminars and working meetings for civil servants of the public administration in order that they learn about the applicable legislation in the area of preventing and combating corruption, and promote best practices;

- raising the awareness of public administration on issues of the fight against corruption and eliminating abusive practices

In addition DIACA states that while according to Article according to 4ë of its Statute it has been providing reports on anti-corruption measures adopted by ministries and their subordinate institutions in its capacity as Secretariat to the Inter-ministerial Working Group for Implementation the Anti-corruption Strategy, it has not been able to carry this out optimally due to deficiencies in reporting by state institutions.

On the basis of the problems noted, the project has been asked to assist DIACA in enhancing coordination through the following types of assistance/actions:

- preparing/improving templates for reporting to DIACA by the line ministries

- devising a system to measure progress in implementation of the Strategy

- providing tools for the updating as needed of the Anticorruption Strategy and Action Plan

- providing a standardized methodology for better planning of future anti-corruption measures

- training the contact points in line ministries on the Anti-corruption Strategy and the reporting methodology.

The 2010 Action Plan

A new Action Plan for 2010 has not yet been adopted. As part of Activity 1.1.6 the Project is to provide assistance to DIACA for the further development of the Action Plan. Currently, line ministries are under an obligation to submit by 30 December 2009 reports on their implementation of the measures attributed to them under the 2009 Action Plan, and proposed components for the 2010 Action Plan. It has been agreed that the Project will provide direct assistance/advice to the line ministries during January 2010 on the format, structure and content of these proposals, prior to a meeting of the Inter-Ministerial Working Group for Implementation of the Anti-corruption Strategy. More generally, DIACA has expressed a desire for assistance in designing a multi-year Action Plan up to 2013 in addition to the current one-year plans, as a tool for strategic planning and prioritisation.

2.1.3 The political situation as a risk factor

Albania held parliamentary elections on 28 June 2009. The outgoing ruling majority - Democratic Party (DP), Republican Party (RP), Party for Justice and Integration – secured a narrow majority in the new Parliament after it was joined by the Socialist Movement for Integration (SMI). The new parliament was convened on 7 September 2009 and a new coalition government sworn in on 16 September 2009. However, opposition parties refused to accept the results: the main opposition Socialist Party (SP) has boycotted parliament, demanding that a parliamentary committee be convened to investigate alleged violations, and initiated a series of public protests that were still continuing in November and December. If this situation and the boycott of Parliament in particular were to continue it is likely to make the adoption of reforms more difficult, especially if they require a qualified majority in the parliament.

2.2 Summary of Project Outputs/Purposes

The following table contains the objective, purposes and results of the Project:

Overall objective	**To contribute to democracy and the rule of law through the prevention and control of corruption**
Purpose 1	**To enhance the implementation of anti-corruption policies and strategies (Anti-corruption Strategy and Action Plan 2007-2013) in line with GRECO and MONEYVAL recommendations and European Partnership commitments**
Result 1.1	Tools and mechanisms available to ensure the implementation of the anti-corruption strategy and action plan line with GRECO recommendations and good practices
Result 1.2	Proposals available for more efficient anti-corruption legislation in line with international standards
Result 1.3	Proposals available to improve legislation and practice and increase the efficiency of the key institutions with regard to the search, seizure and confiscation of proceeds from crime and money laundering and the financing of terrorism
Result 1.4	Participation of civil society organizations in the promotion and monitoring of the implementation of anticorruption initiatives, and conducting independent periodic and thematic surveys is increased

Result 1.5	Human capacities of anti-corruption and law enforcement agencies and the judiciary enhanced to ensure that they efficiently meet their obligations under applicable laws and apply international best practices

Purpose 2	**To contribute to the prevention of corruption in the education sector by improving transparency, accountability and social participation in the education system**

Output 2.1	Risk analyses carried out and awareness raised with regard to opportunities of corruption in the education system
Output 2.2	Mechanisms available to increase integrity and regulate conflicts of interest with regard to the administration of staff in the education system
Output 2.3	Development of anti-corruption education modules for primary and secondary schools

Result 1.1 **(Tools and mechanisms available to ensure the implementation of the anti-corruption strategy and action plan line with GRECO recommendations and good practices)** will be implemented through two main directions. First, risk analyses and other research including surveys will be conducted on institutions that are preliminarily identified by NGOs and experts as being vulnerable to corruption, and the risk assessment methodology will be provided to DIACA. Second, the project will directly assist the development of the National Anti-corruption Strategy (ACS) and Action Plan (AP) by assisting DIACA in developing anti-corruption work plans based on the results of the risk assessments and surveys, and provide crucial methodological assistance to the existing interagency mechanism for coordination of anti-corruption policy in the form of methodologies, tools and templates on the formulation by public institutions of anti-corruption action plans and their implementation, reporting and evaluation. In addition, outreach will be conducted through an annual conference on implementation of the ACS and through the publication and dissemination in Albanian of Council of Europe instruments, documents and GRECO reports.

Result 1.2 **(Proposals available for more efficient anti-corruption legislation in line with international standards)** will be conducted in three main ways. First, assessments will be commissioned of selected laws or areas of legislation in order to support the drafting of appropriate laws and/or amendments. These areas will be the financing of political parties and election campaigns, legislation in the area of incriminations (as recently monitored by GRECO), legislation of conflicts of interest and declaration/audit of assets, and the current Law on the Civil Service of the Republic of Albania. Second, a matrix of compliance of Albanian legislation with the relevant European conventions relating to corruption will be produced in order to identify necessary amendments to ensure compliance. Third, and as a form of general assistance to the integrity of the legislative process the project will provide a methodology for screening legal acts for provisions that facilitate corruption (corruption proofing), and provide training on the methodology to officials with legal drafting responsibilities.

Result 1.3 **(Proposals available to improve legislation and practice and increase the efficiency of the key institutions with regard to the search, seizure and confiscation of proceeds from crime and money laundering and the financing of terrorism)** will be implemented through two main directions. First, legislation related to combating money laundering and terrorism financing and on confiscation/seizure of proceeds of crime will be reviewed to assess its internal consistency and functionality in the light of relevant treaty obligations and current Albanian judicial practice, and support will be provided to the drafting of legislation/regulations to implement MONEYVAL recommendations. Second, methodological guidance and training will be provided to the relevant institutions, in particular the Directorate General for Prevention of Money Laundering (FIU), Agency for the Administration of Seized and Confiscated Assets (ASCA), and High Inspectorate of Declaration and Audit of Assets (HIDAA) on prosecution of economic crime and tracking the proceeds of crime, on detecting corruption among entities obliged to report suspicious transactions, on

the processing of suspicious transaction reports including those involving Politically Exposed Persons (PEPs), and on practical implementation of international cooperation mechanisms.

Result 1.4 **(Increasing participation of civil society organizations in the promotion and monitoring of the implementation of anticorruption initiatives, and conducting independent periodic and thematic surveys is increased)** will be implemented in close connected with Result 1.1, in which NGOs are to be intensively engaged in the key risk analyses of vulnerable institutions and surveys that are to be conducted. Two activities will be implemented: the holding of public debates on anti-corruption reforms; and assistance to/support for the establishment of a functioning mechanism for coordinating information exchange and the activities of NGOs in the area of anti-corruption.

Result 1.5 **(Human capacities of anti-corruption and law enforcement agencies and the judiciary enhanced to ensure that they efficiently meet their obligations under applicable laws and apply international best practices)** will be implemented through four main activity areas: the provision of training plans (and materials as appropriate) and training for trainers of HIDAA; support and train the School of Magistrates in developing and implementing training plans on (and for all agencies involved in conducting) corruption and economic crime investigations, money laundering and counter-terrorism financing investigations, and tracking proceeds of crime; promotion of enhanced cooperation between HIDAA, the FIU and other agencies maintaining relevant public databases; guidelines and training for private auditors and accountants on detecting corruption; and training for local government officials on ethics and implementation of the Conflict of Interest Law.

Result 2.1 **(Risk analyses carried out and awareness raised with regard to opportunities of corruption in the education system)**.Risk analysis or analyses will be conducted to identify the main corruption risks within the education system. The results of such analyses will be widely disseminated and serve as the basis for a peer discussion to identify recommended actions for policy makers, and a follow-up risk assessment will be produced towards the end of the project to determine progress made since the initial assessment.

Result 2.2 **(Mechanisms available to increase integrity and regulate conflicts of interest with regard to the administration of staff in the education system)** will be implemented through assessments of three main areas: the functioning of disciplinary measures and ethics regulation in the education sector; policy options for introducing standardised criteria and procedures for recruitment and other human resource policies for educational staff; and a review of the draft teachers' Code of Conduct and draft Order of Teachers. In addition, the Project will support the elaboration of legislation, regulations and guidelines for the licensing, regulation and control of private educational institutions including private tutoring.

Result 2.3 **(Development of anti-corruption education modules for primary and secondary schools)** will be implemented in two main stages: the development of concepts, terms and modules of anti-corruption education to be included in already-existing civic values education programmes; and testing the anti-corruption modules on a pilot basis.

2.3 Inputs

The project will provide funding for:

- National conferences
- Expert technical advice
- Written legal opinions
- Written assessments and Policy Papers
- Guidelines and Tools
- Assistance to legislative drafting
- Workshops, round tables and in-country training activities
- Study visits
- Risk analyses

- Surveys
- Awareness-raising and public events/fora
- Translations and publications

2.4   General project activities during the inception period

The following general activities were carried out during the inception phase of the project:

Description of activity	Status
Recruitment of Project Team	Completed
Deployment and Contractual arrangement for the Project Team	Completed
Allocation and Set up of the Project Office	Partly completed
Organization of the Preliminary Start-up workshop	Planned 15 December 2009
Introduction of the project to counterpart/beneficiary institutions	Completed
Start up technical workshops in designing Workplan/Calendar of Activities	Completed
Adoption by stakeholders of the final Workplan and Calendar of Activities	Planned 15 December 2009
Confirmation of Steering Committee members by national authorities	Planned 15 December 2009
Preparation and submission of inception report	Completed

2.4.1   Set-up of the Project Team

During the month of September and October, the Council of Europe organised two types of recruitments procedures: one for the selection of the Team Leader and the Long Term Adviser, contracted under consultancy procedures of the organisation, and one for the Local Project Officer contracted under short-term Secretariat member of the Council of Europe. Vacancy positions were announced in August and September for the two types of the recruitment in accordance with the organisations' rules and procedures for these types of recruitments.

On 24-25 September 2009 interviews were held in Strasbourg with candidates for the positions of Team Leader and Long-term Adviser, resulting in the selection of Mr Quentin Reed as Team Leader and Mr Gent Ibrahimi as Long-term Adviser. On 15 October 2009 the Delegation of the European Commission in Albania confirmed its approval of these candidates, and on 23 October 2009 the Department of Internal Administrative Control and Anti-corruption (DIACA) did the same. From 18-23 October interviews were conducted in Tirana with candidates for the position of Local Project Officer. On 23 October 2009 Mr Arben Lila was selected to be hired as the Local Project Officer. The Team Leader, Long-term Adviser and Local Project Officer took up their positions as of 1 December 2009.

The Project Team in Tirana will be directly reporting to the Corruption and Fraud Unit at the Economic Crime Division which will centralise and coordinate all information with the Education Policy Division at the Directorate of Education and other relevant structures in the Headquarters. Moreover, a Project Manager and a Project Assistant will support on a daily basis the Project Team in Tirana on issues related to proper project reporting, financial reporting and other administrative and management issues.

In accordance with the needs of the Workplan (Annex I) and Calendar of Activities (Annex II) a provisional list of international and national experts to be engaged in particular activities has been compiled by the Project Team. These include experts for the conduct of risk analyses, provision of assistance to DIACA in improvement of its strategic implementation framework for the ACS, legislative drafting, and legal expertise evaluation and the education component of the project. The list of experts can be found in Annex III.

2.4.2   Set-up of the project office

As provided in the Description of Action under this Project Agreement, on 10 November 2009 the Government of Albania confirmed the allocation of the office space for the project. Due to the date of this confirmation, as of 30 November 2009 the office is undergoing the process of being equipped in order to be ready for occupation by the project team in Tirana. It is expected that the office will be ready for occupancy not later than 20 December 2009. This was envisaged to be possible within a very short space of time after 1 December. The slight delay in the set-up of the office should be understood in the context of the fact that the new Government was only sworn in on 16 September 2009, and officials in senior positions (such as deputy ministers) were still being appointed in early November 2009. In meantime, during the period of the office furnishing/equipping, the PACA project team will be temporarily settled within the premises of the Council of Europe's Information Office. (PACA Project Management Team contacts – Annex VIII). The new address of the project office as of 20th December 2009 will be: *PACA Project, EC/CoE Joint Programme, Council of Ministers Building, Bulevardi Deshmoret e Kombit, No. 1, 1000 Tirana Albania*.

2.4.3   Meetings and missions to discuss the project

During the first week of October 2009 initial meetings were conducted in Strasbourg between PACA team representatives and DIACA representatives (the main project counterpart) to discuss initial planning of start up activities with the main beneficiary institutions. Additionally, administrative and information coordination aspects of relevance to Project's implementation and management were discussed.

Furthermore, a mission took place in Tirana from 18-23 October 2009 to discuss the project and its Workplan in particular with the main counterpart (DIACA) and carry out the start-up technical workshops with the project beneficiaries aimed at initiating the designing of the Workplan of activities in line with the project's logframe. The Mission's programme for the reported period is attached to this report in Annex IV. A large number of meetings were held in Tirana between PACA team representatives, project counterparts and beneficiaries and NGO representatives to discuss the specific content of the Workplan. A meeting was also held with the US Embassy's OPDAT Programme to discuss possible synergies and avoid overlap with the latter's own donor activities. The meetings were of very high quality in terms of both input from counterparts and beneficiaries on the one hand, and their cooperative nature on the other.

2.4.4   Finalization of the Workplan, confirmation of the project's Steering Committee and Start-Up Event

As provided in the Description of Action under this Project Agreement, a list of beneficiary institutions will be represented in the Steering Committee of this project, namely: DIACA, representatives of HIDAA, Ministry of Education, Ministry of Interior, the ministry responsible for co-ordination of international assistance (currently the Offices of Minister of Coordination of Reforms),, Ministry of Justice, General Prosecutor Office, High Council of Justice, Directorate General for Prevention of Money Laundering, and representative of the EC Delegation and the Council of Europe. Since representatives from these institutions will have to be permanent members of the Steering Committee of this project, an official nomination/confirmation of each permanent member will be available not later than the date of the Start-up event.

The project's Start-up Event was foreseen to be organised at the end of the inception phase, that is by 30 November 2009. However, due to the occurrence of several national holidays in the last week of November it was agreed to hold the Start-up Event on 15 December 2009. After discussions with DIACA and the European Commission Delegation it was resolved that in order to approve the Workplan it would be more suitable to hold the Start-up Event as an initial Steering Group meeting, and then hold a public Start-up Event early in 2010 when the exact details of the Workplan are already known and initial implementation steps have begun. The Programme of the Start-up Event is attached in Annex V.

3   VISIBILITY/MEDIA COVERAGE

PACA Website

Project news, upcoming events, and outputs/deliveries will be reported on a section of the Council of Europe Economic Crime website (www.coe.int/economiccrime), a section of which will be exclusively dedicated to the PACA project: www.coe.int/paca (Annex VI). The website report on all Project activities and ongoing public events will be frequently updated. This project site will have links to other relevant sites as below and when possible:.

Council of Europe Information Office in Albania Website

Important news and upcoming events in the PACA Project will also be featured on the website of the Council of Europe's Information Office in Tirana (http://www.coe.al).

DIACA Website

As the Council of Europe's main partner/counterpart in the PACA Project, the Department of Internal Administrative Audit and Anti-Corruption has committed also to place information on the Project on its website.

The EU's visibility

The project will ensure the visibility of the EU's contribution at all stages of its activities. The Council of Europe will take all appropriate measures to publicise the fact that project funding is being received from a European Union agreement. All reporting and information used and disseminated will acknowledge that actions as such have been carried out "with funding from the European Union" by also displaying in an appropriate way the European Union logo.

Quarterly Newsletters

In addition, the PACA Project team will produce a quarterly newsletter in order to disseminate further the activities and outputs of the project and other relevant news.

Disclaimer

All publications will include the following disclaimer: "This document (*report/publication etc*) has been produced with the main funding from the European Union and the Council of Europe. The content of this document can in no way be taken to reflect the views of the European Union or of the Council of Europe".

Publications

The Project will produce reports to update and inform the European Commission Delegation in Tirana on their findings and progress of the project's implementation. During the project, booklets, leaflets,

brochures, and training kits will be used and copies of such will be available for reporting. If any publication takes place they will acknowledge the financial contribution of the EU, and will contain the above-mentioned disclaimer. They will also be made available for the public.

4   CONCLUSIONS AND NEXT STEPS

Context

The project proposal has been translated into a detailed and timetabled Workplan. The engagement and commitment of the main counterpart institution and beneficiaries has been confirmed, and the interest and involvement of a number of stakeholder institutions has been achieved. The project has the express support of the Government and has appropriate management arrangements, with a full Project Team in place.

Content

The Workplan intends to draw on national and international expertise to provide targeted expertise and assistance on the overall strategic anti-corruption framework, provision of analyses on which to design anti-corruption policies, amendments to legal norms in line with international standards, provision of methodologies/guidelines and training for all institutions involved in combating economic crime, and risk analysis-based reforms to prevent corruption in the education system. In all of these areas the engagement of civil society will be pursued where possible, as well as local capacity boosted through the engagement of national experts. All project materials will be produced in Albanian.

Longer-Term Project Impact

The project derives from the need of the Albanian Government to ensure efficient implementation of its Anti-Corruption Strategy as a requirement stemming from its European Partnership and Council of Europe obligations. The Workplan activities have been designed explicitly to facilitate and directly support the fulfilment of such obligations, both in a broad sense (the overall strategic anti-corruption framework) and specific sense – in particular the GRECO and MONEYVAL recommendations not yet fully implemented by Albania. Implementation of these activities will therefore empower the Government of Albania to effectively pursue its anti-corruption objectives as a key condition for progress in the EU Accession Process.

Council of Europe
Conseil de l'Europe

European Union
Union européenne

Project against Corruption in Albania (PACA)

Project Workplan

Reference: IPA 2008

Title of the action:	**Project against Corruption in Albania (PACA)**
Location(s) of the action:	**Albania**
Name of the Implementing Agency	**Council of Europe**
Project's Duration	**30 months (1 September 2009-28 February 2012)**

Version of 21 December 20099(as adopted by SC Group meeting on 15 December)

Abbreviations

ASCA	Agency for Administering Seized and Confiscated Assets
ACS	Anti-corruption Strategy
ACAP	Anti-corruption Action Plan
AML/CFT	Anti-Money Laundering and Counter Financing of Terrorism
CoE	Council of Europe
CoM	Council of Ministers
DPA	Department of Public Administration
DGPML	Directorate General for Prevention of Money Laundering
DIACA	Department of Internal Administrative Control and Anti-corruption
EC	European Commission
EU	European Union
FIU	Financial Investigation Unit
GRECO	The Council of Europe's Group of States against Corruption
HIDA	High Inspectorate of Declaration of Assets
HCJ	High Council of Justice
LTA	Long Term Adviser
LPO	Local project Officer
MoJ	Ministry of Justice
MoI	Ministry of Interior
MoE	Ministry of Education
MoF	Ministry of Finance
MoU	Memorandum of Understanding
MONEYVAL	The Council of Europe's Committee of Experts on the Evaluation of Anti-money laundering Measures and the Financing of Terrorism.
OLA	Office of Legal Adviser[s]
PEPs	Politically Exposed Persons
PG	Prosecutor General
PACA	Project against Corruption in Albania
PMU	Project Management Unit
SIMs	Special Investigative Means
TIPA	Training Institute for Public Administration
TL	Team Leader

Note: The Project's DoA contains the Logical Framework which has been used fully to build up the workplan of the project's implementation and in line with the latest needs assessment covering the period of post project agreement and ensuring the Albanian's government priorities within the framework of the Project.

Overall objective	To contribute to democracy and the rule of law through the prevention and control of corruption			
	Description of Action	*Objectively verifiable indicators*	Sources of Verification	Assumptions
Objective 1	**To enhance the implementation of anti-corruption policies and strategies (Anti-corruption Strategy and Action Plan 2007-2013) in line with GRECO and MONEYVAL recommendations and European Partnership commitments**	▪ Progress in fulfilment of GRECO and MONEYVAL recommendations ▪ DIACA's capacity to develop, coordinate and supervise anti-corruption policy enhanced ▪ Increased implementation of the anti-corruption strategy and action plan ▪ Legislative proposals or other policy measures agreed with project beneficiaries ▪ Increased prevention measures, reporting, investigation, prosecution and adjudication of corruption and related money laundering offences ▪ Increased seizure and confiscation of corruption proceeds	▪ Official statistics ▪ EC progress reports ▪ GRECO and MONEYVAL evaluation and compliance reports of the Council of Europe	▪ The anti-corruption strategy and action plan is the key anti-corruption policy document of the Government ▪ Political will continues to exist to take effective anti corruption measures ▪ Coordination/avoidance of duplication of activities with other international assistance projects is assured
Inception phase	**Project is made fully operational by the end of the Inception Phase (within three months of the project commencement)**	List of the project team available, contracts signed by month 2; Physical presence of the equipped project office; Availability of the inception report by	Project Workplan Project Calendar of Activities Inception report; Progress reports	Commitment of the national authorities towards the objectives of the project continues to exist; Office space is available.

	Activities	Expected Outputs	Inputs	Institutions Involved/Responsible
		end of inception phase (month 3)		
0.1.	Recruitment of project team and setting up of Project Management Unit (Tirana and Strasbourg): Team Leader (consultant); Long Term Adviser (consultant) Local Project officer (secretariat) Project Manager/Coordinator (Secretariat)	Timely recruitment of three team members (TL, LTA, LPO) and in accordance to the recruitment procedures of the organisation.	Fees Per diems International travel Interpretation and translation	Council of Europe's Project Management Unit (PMU)
0.2	Setting up the project office	Allocation of Office from DIACA Furnished and IT Equipped Office	Service and Product Procurement	Council of Europe's Project Management Unit (PMU) Office of DIACA
0.3	Produce and submit inception report	Final Draft of Inception Report available by end of Inception Phase Final Draft of Workplan and Calendar of Activities available by the end of Inception Phase Inception Report containing Workplan and Calendar of activities adopted within two weeks of Start up Conference	Inputs from TL, LPO and LTA Discussions and review of WP with main beneficiaries	Council of Europe's Project Management Unit (PMU) PACA Team DIACA Steering Committee Members
0.4	Organise a start-up conference and adopt the Project's Workplan	Start up Conference/Event Adopted Workplan Adopted Calendar	Fees Per diems Conference Services Translation/interpretations International travel	Council of Europe's Project Management Unit (PMU) PACA Team DIACA Steering Committee Members All Beneficiary Institutions and Civil Society
0.5	Establish a pool of national and international short-term consultants for engagement in project activities	Established lists of International Experts Established list of National Experts	Selection Process/interviews and screening	Council of Europe's Project Management Unit (PMU) PACA Team DIACA
0.6	Introduce tools and items that will ensure project's and organisation's visibility (EC/CoE)	Production of visibility items to be used throughout the project's implementation:	Service Contracts Translation/interpretation	Council of Europe's Project Management Unit

		Project's stationary Press releases and Activity Project's quarterly newsletter CoE Project's website CoE-Tirana Information Office website link and publications on project deliveries DIACA website link and publications on project's deliveries	Publication Dissemination	(PMU) PACA Team Council of Europe Information Office in Tirana DIACA Office
	Description of Action	**Objectively verifiable indicators**	**Sources of Verification**	**Assumptions**
Output 1.1	**Tools and mechanisms available to ensure the implementation of the anti-corruption strategy and action plan line with GRECO recommendations and good practices**	▪ Risk assessments completed for 3 institutions by the end of month 18 and for 2 more institutions including surveys by month 25 ▪ Annual progress report on the anti-corruption strategy available ▪ 2 Public fora held by month 25 ▪ Number of bodies and persons trained through at 12 training events by month 27 ▪ 2 Annual conferences held by month 27 ▪ 5 workshops held by month 27 ▪ Number of formal documents adopted by the beneficiaries committing them to take concrete actions. ▪ Number and quality of actions carried out by institutions under the anti-corruption strategy. ▪ International standards/best practices and GRECO findings published and disseminated ▪ Methodologies/templates provided for public administration institutions' action plans and for reporting on their	▪ Project reports ▪ GRECO evaluation reports ▪ EC Progress Reports	▪ The anti-corruption strategy and action plan is the key anti-corruption policy document of the Government ▪ Political will continue to exist to take effective anti corruption measures ▪ Management and staff of the key institutions are receptive to new ideas and best practices and ready to apply them in practice

		implementation ▪ Training provided to contact points in public administration institutions		
	Activities	Expected Outputs	Inputs	Institutions Involved/Responsible
	RISK ANALYSES/SURVEYS			
1.1.1	Identify sectors and institutions for anti-corruption risk analysis, based on clear criteria such as the extent of contacts between citizens and public officials, geographical coverage or size of budget.	Working Group reports; Final report on identified sectors, institutions, and policies with recommendations for actions in line and in support to the ACS/AP for preliminary assessment by civil society.	Long-term adviser 1 Inputs from short-term consultants and civil society organizations Working groups meetings Fees Per diems Interpretation & translation	Council of Europe's Project Management Unit PACA Team DIACA Office Identified NGO and Think Tank groups
1.1.2	Preliminary assessment (following the identification of the institutions under 1.1.1) by civil society organizations and experts of sectors and institutions identified for anti-corruption risk analysis, including identification of sources of information for risk assessments and analyses to be conducted	Workshop/working Group Meetings Evaluation and assessment sessions carried out by Civil Society and other think tank representatives to respective institutions and assessment carriers Final Assessment Report Publication of Report Dissemination of the Report	Fees International/national travels Per diems Working group meetings Interpretation & translation Publication costs	Council of Europe's Project Management Unit PACA Team DIACA Office Identified Institutions Identified NGO and Think Tank groups
1.1.3	Conduct risk assessments and analyses of the institutions and sectors identified, and provide risk assessment methodology to DIACA	Methodology Technical Paper provided to DIACA Technical Discussion Sessions	Fees International travel Per diems Interpretation & translation Short-term consultants' inputs Working group meetings	Project Management Unit PACA Team DIACA Office Identified Institution No. 1 Identified Institution No. 2 Identified NGO and Think Tank groups
1.1.4	Undertake targeted surveys in two of the selected institutions as a tool for the Government to determine the impact of the strategy and action plan and design appropriate policies	Two Survey Products Publication and Dissemination Public *Fora (2 workshops)* Independent outsourcing contracts	Fees International/national travel Interpretation & translation Printing /copying Publication costs Organization of 2 public fora	Project Management Unit PACA Team DIACA Office Sub-Contractors
1.1.5	Review and analysis of results of High Council of	Working Group Meetings	Fees	Project Management Unit

	Justice and Ministry of Justice thematic inspection of Albanian courts in order to identify priority areas for training and, as appropriate, recommendations for other legislative or institutional reforms	Review and Analysis Report on Priority Areas for HCJ in view of systematic inspection; Recommendations on Legislative and Institutional Reforms Report and Recommendations Launching Session Publication and Dissemination Recommendation's Follow up session (10 months after publication of report)	International/national travel Per diems Interpretation & translation Short-term consultant inputs Publication Cost Dissemination Organisation of 2 Events	PACA Team High Council of Justice Ministry of Justice
	SUPPORT IMPLEMENTATION OF ACS/AP			
1.1.6	Support further development of the Anti-corruption Strategy and its Action Plan (2007-2013) by providing technical support and advice to its monitoring structures (DIACA)	Technical Papers Legal Opinions Technical Support and practical assistance Working group meetings Use of inputs and recommendations submitted by civil society organisations	Fees International travel Per diems Interpretation & translation Short-term consultants' inputs Organisation of Events	Project Management Unit PACA Team DIACA Office
1.1.7	Assisting DIACA in developing anti-corruption workplans/policies based on the risk assessments and analyses carried out under Activity 1.1.1, Activity 1.1.2 and Activity 1.1.3	Policy Papers Technical Papers Mentoring, peer reviews 5 workshops	Fees International travel Per diems Interpretation & translation of materials Short-term consultants' inputs Organisation of 5 workshops	Project Management Unit PACA Team DIACA Office
1.1.8	Support the development of indicators to assess/measure the implementation of the Anti-corruption Strategy, Action Plan and workplans/policies developed	Technical Paper on the Indicators to Assess and Measure the Implementation of the ACS/AP; Inclusion of Indicators in the ACS/AP Monitoring Implementation Reports Training staff of DIACA on the use of Indicators and Assessments 4 training events	Fees International travel Per diems Interpretation & translation Printing /copying Short-term consultants' inputs Organisation of 4 training events	Project Management Unit PACA Team DIACA Office
1.1.9	Assisting DIACA in improving the existing standing interagency coordination mechanism by developing and providing methodologies and standardised	Methodology and Standard Template Guide for Interagency Coordination 3 training events	Fees International travel Per diems	Project Management Unit PACA Team DIACA Office

	templates for public administration institutions on the formulation of anti-corruption action plans (including performance indicators), and reporting on implementation of specific anti-corruption related reforms.	Working group meetings	Interpretation & translation of materials Short-term consultants' inputs Organisation of 3 Training Events.	All Institutions and their Contact Points as per implementation of ACS/AP inst
1.1.10	Training of the contact points in public administration institutions on the interagency coordination mechanism issues.	Training Modules/Documentation Number of institutions/Contact points trained 5 training events Working group meetings	Fees International travel Per diems Interpretation & translation of materials Short-term consultants' inputs Organisation of 5 Training Events	Project Management Unit PACA Team DIACA Office All Institutions and their Contact Points as per implementation of ACS/AP institutions
1.1.11	Organise a yearly event to monitor progress in the implementation of the Anti-corruption Strategy and Action Plan	Progress Monitoring Report on the implementation of ACS and AP 2 Annual conferences Working Group and Preparatory Sessions	Fees International travel Per diems Interpretation & translation Printing /copying Short-term consultants' inputs Organisation of 2 Annual Events	Project Management Unit PACA Team DIACA Office All Institutions and their Contact Points as per implementation of ACS/AP institutions
	RAISING PUBLIC AWARENESS			
1.1.12	Increase awareness of international standards and best practices by publishing and disseminating relevant Council of Europe documents in Albanian language	Published and translated all CoE and other European Standards/instruments on Economic Crime, Corruption, Ethics/Conflict of Interests, financing of Political Parties, and Money Laundering.	Translation fees Publication Cost Dissemination Cost	Project Management Unit PACA Team DIACA Office
1.1.13	Publicize and disseminate all GRECO evaluations and compliance report findings in order to raise awareness of the public and of institutions responsible for implementation of GRECO recommendations	Production of the Compilation "Albania in GRECO" Publication and Information Launching Event Technical Forums	Translation fees Publication Cost Dissemination Cost	Project Management Unit PACA Team DIACA Office All Institutions and their Contact Points as per implementation of ACS/AP NGO representatives Think-tanks

	Description of Action	Objectively verifiable indicators	Sources of Verification	Assumptions
Output 1.2	**Proposals available for more efficient anti-corruption legislation in line with international standards**	▪ Analyses produced for selected areas of anti-corruption regulation ▪ Number and quality of legislative proposals produced (time lines and specifics to be negotiated during project inception phase) ▪ Number of legislative proposals officially submitted to the Government countersigned by the beneficiary ▪ Compliance matrix for legislation available by month 12 ▪ 11 workshops by month 26 ▪ 3 training events by month 16 ▪ Methodology and training provided on analysis of corruption risks in legislation	▪ GRECO Compliance Reports ▪ 3rd Round GRECO Evaluation ▪ MONEYVAL Compliance Report ▪ EC Progress Report ▪ Primary and Secondary Legislation passage by Council of Ministers or/and Parliament	▪ Legislative proposals are adopted by Government and Parliament ▪ Evaluation/Assessments have taken place in due time by international monitoring mechanisms ▪ Political will to embark on policy change dialogue with respect to issues related to lifting of immunities and privileges and better regulating the financing of political parties and electoral campaigns
	Activities	Expected Outputs	Inputs	Institutions Involved/Responsible
1.2.1	Review the situation and applicable legislation of Albania and provide a comparative analysis of options for addressing the lifting of immunities and privileges of elected officials in cases of corruption allegations in order to yield recommendations to ensure conformity with international standards and GRECO recommendations:	Legal Opinions Comparative Analysis Paper Legal working group meetings 4 workshops/round tables	Fees International travel Per diems Interpretation & translation Printing /copying Short-term consultants' inputs Organisation of 4 events	Project Management Unit PACA Team DIACA Office Council of Ministers
1.2.2	Provide a review of the legal and institutional framework for regulating and supervising the financing of political parties and elected representatives, including recommendations for amendments to the Law on Political Parties, and the Electoral Code as appropriate, *inter alia* in the light of Third Round GRECO Evaluation recommendations	Legal Opinions Review on the legal and Institutional Framework for regulating financing of Political Parties Legal working group meetings 2 workshops/round tables	Fees International travel Per diems Interpretation & translation Printing /copying Organisation of 2 events	Project Management Unit PACA Team DIACA Office Central Election Commission Supreme State Audit HIDA

1.2.3	Provide advice on amendments to relevant legislation in order to comply with recommendations of the Third Round GRECO Evaluation concerning criminal liability and incriminations.	Legal Opinions Working Group Sessions	Fees International travel Per diems Interpretation & translation Short-term consultants' input	Project Management Unit PACA Team DIACA Office Ministry of Justice Ministry of Finance (Directorate General for the Prevention of Money Laundering and MoF Legal Adviser's Office)
1.2.4	Provide assistance to HIDA in the development of proposed amendments to legislation on conflicts of interest and declaration and audit of assets	Legal Opinions/Technical Paper Legal working group meetings Legislative and Institutional Recommendations Report Working Group Sessions	Fees International travel Per diems Interpretation & translation Short-term consultants' input	Project Management Unit PACA Team DIACA Office HIDA Ministry of Justice Department of Public Administration
1.2.5	Provide a review of the current Civil Service Law and proposed amendments to it	Legal Opinions Legal working group meetings Draft Legislation Reports/Texts	Fees International travel Per diems Interpretation & translation Short-term consultants' inputs	DIACA Office HIDA Ministry of Justice Department of Public Administration Ministry of Interior
1.2.6	Support the drafting of the necessary legislative instruments based on the results of the reviews conducted under Activities 1.2.1-1.2.5.	Draft Legislation Reports/Texts Legal working group meetings 4 legal workshops	Fees International travel Per diems Interpretation & translation Printing Short-term consultants' inputs Organisation of 4 workshops	Project Management Unit PACA Team DIACA Office HIDA Ministry of Justice
1.2.7	Elaboration of a 'compliance matrix' for domestic legislation against the relevant international legal instruments signed and ratified by Albania: the Council of Europe Criminal and Civil Law Conventions, Council of Europe Convention on	Legal Opinions Legal working group meetings Compliance Matrix 1 legal workshop	Per diems Interpretation & translation Fees International travel Short-term consultants' inputs	Project Management Unit PACA Team DIACA Office Ministry of Justice Council of Ministers Office of

			Organisation of 2 workshops	Legal Adviser's (OLA) Ministry of Foreign Affairs Legal Adviser's office
1.2.8	Provide a methodology for screening proposed or valid legal acts for provisions that create risks of corruption ('corruption proofing') and assistance on the drafting of guidelines or internal instructions to incorporate corruption proofing into the existing legal drafting manual.	Methodology Paper Draft of Legal Act in introducing the corruption proofing tools/obligations Legal working group meetings 2 workshops	Per diems Interpretation & translation Fees International travel Short-term consultants' inputs Organisation of 2 workshops	Project Management Unit PACA Team Council of Ministers (OLA) Ministry of Justice
1.2.9	Provide training on corruption proofing for officials in institutions of public administration responsible for drafting legal acts	Methodology Paper Draft of Legal Act in introducing the corruption proofing tools/obligations 3 Training Events	Per diems Fees International travel Interpretation & translation Short-term consultants' inputs Organisation of 3 Training Events	Project Management Unit PACA Team Council of Ministers (OLA) Ministry of Justice Other Offices of Legal Adviser of other institutions involved
	Description of Action	**Objectively verifiable indicators**	**Sources of Verification**	**Assumptions**
Output 1.3	**Proposals available to improve legislation and practice and increase the efficiency of the key institutions with regard to the search, seizure and confiscation of proceeds from crime and prevent money laundering and the financing of terrorism**	▪ Proposal for rules and regulation on criminal assets available by month 12 ▪ Study on the consistency of AML/CFT legislation available by month 12 ▪ Number and quality of legislative proposals produced ▪ Number of legislative proposals officially submitted to the Government countersigned by the beneficiary ▪ Number of legislative proposals approved by the Government ▪ Four sets of guidelines available by month 11 ▪ 6 workshop events carried out by month 20 ▪ 4 training events carried out by	▪ Texts of the draft legislation ▪ Official documents ▪ Progress reports ▪ Assessment reports	▪ Legislative proposals and regulations are adopted by Government and Parliament or the respective body

		month 25 ▪ At least 2 Study visits carried out by month 15 to establish cooperation and information exchange practices in the field of the subject matter as well as initiate cooperation and MOUs if possible.		
		Activities	**Expected Outputs**	**Inputs**	**Institutions Involved/Responsible**
1.3.1	Review the new legislation related to money laundering, financing of terrorism seizure and confiscation of proceeds of crime for its internal consistency and functionality in the light of relevant treaty obligations and Albanian judicial practice in the interpretation of search and seizure of crime proceeds and their procedural provisions.	Legal Opinions Review Report 2 legal drafting workshops	Fees International travel Per diems Interpretation & translation Short-term consultants' inputs Organisation of 2 events	Project Management Unit PACA Team Ministry of Finance Directorate for Prevention of Money Laundering Ministry of Justice High Court of Justice Prosecutor General's Office Ministry of Interior (Internal Control Service, State Police)
1.3.2	Support the drafting of proposals/regulations on basis of MONEYVAL recommendations and reviews conducted under 1.3.1 to improve the new Law on the Prevention of Money Laundering and its implementation as recommended through the suggested MONEYVAL's progress report action plan.	Legal Opinions Legislative Proposal Report Legal working group meetings 2 legal drafting workshops	Fees International travel Per diems Interpretation & translation Short-term consultants' inputs Organisation of 2 workshops	Project Management Unit PACA Team Ministry of Finance Directorate for Prevention of Money Laundering Ministry of Justice Prosecutor General's Office Ministry of Interior (Internal Control Service, State Police)
1.3.3	Support the development of guidelines (if necessary including rules of ethical conduct) and tailored methodologies for investigations of economic crime (including corruption) and the tracking of the proceeds from crime, by the use of special investigative means (SIMs)	Guidelines and Methodology Report 1 training event/workshop Working group sessions 1 study visit	Fees International travel Per diems Interpretation & translation Short-term consultants' inputs Organisation of 1 event Organisation of a Study Visit for 12 persons	Project Management Unit PACA Team Ministry of Finance Directorate for Prevention of Money Laundering Ministry of Interior Ministry of Justice Prosecutor General's Office

	Description of Action	Objectively verifiable indicators	Sources of Verification	Assumptions
1.3.4	Support the development of guidelines on the detection of money laundering (including typologies of operations) involving persons and institutions subject to duties to report suspicious transactions, including private accountants and auditors as provided through MONEYVAL recommendations.	Guidelines on Detection and Typologies 2 training events Working groups sessions	Fees International travel Per diems Interpretation & translation Short-term consultants' inputs Organisation of 2 events	Project Management Unit PACA Team Ministry of Finance Directorate for Prevention of Money Laundering Ministry of Justice Prosecutor General's Office Ministry of Interior (Internal Control Service, State Police)
1.3.5	Support the development of guidelines on the implementation of MOUs for persons and institutions subject to duties to report suspicious transactions and those of the Politically Exposed Persons (PEPs) category when conducting financial and economic crime investigations, to enable improved implementation of the Memorandum of Understanding between HIDAA and the FIU and in line with MONEYVAL recommendations.	MOU Guidelines report 1 training event 1 study visit	Fees International travel Per diems Interpretation & translation Short-term consultants' inputs Organisation of 1 training Organisation of 1 study visit	Project Management Unit PACA Team Ministry of Finance Directorate for Prevention of Money Laundering Ministry of Justice Prosecutor General's Office Ministry of Interior (Internal Control Service, State Police)
1.3.6	Provide training to entities with obligations to report suspicious transactions on the detection of suspicious transactions, with particular emphasis on developing a risk-based approach and client profiling techniques in accordance with the DPML Action Plan.	Training Modules 1 training event	Fees International travel Per diems Interpretation & translation Short-term consultants' inputs Organisation of 1 training event	Project Management Unit PACA Team Ministry of Finance Directorate for Prevention of Money Laundering Ministry of Justice Identified Entities (TBC by DPML)
1.3.7	Support the development of guidelines and methodologies for international cooperation relating to cross border confiscation of crime proceeds regard to specific criminal proceedings	Guidelines and Methodology Report 2 workshops 1 Study Visit	Fees International travel Per diems Interpretation & translation Short-term consultants' inputs Organisation of 2 workshops Organisation of 1 Study Visit	Project Management Unit PACA Team Ministry of Justice Prosecutor General's Office Ministry of Interior (Internal Control Service, State Police)
	Description of Action	**Objectively verifiable indicators**	**Sources of Verification**	**Assumptions**

Output 1.4	**Participation of civil society organizations in the promotion and monitoring of the implementation of anticorruption initiatives, and conducting independent periodic and thematic surveys is increased**	▪ Local expertise produces recommendations and consultation for at least 3 legal initiatives by month 18th ▪ 10 Public debate activities (fora, seminars, workshops and TV debates) held by month 29. ▪ 2 Events to assist the establishment of the NGO coordination mechanism/network held by month 14.	▪ Progress reports ▪ Official documents ▪ Press coverage ▪ Calendar of events	▪ The Civil Society and government are willing to cooperate in finding agreed solutions in the implementation of preventive anti-corruption measures.
	Activities	Expected Outputs	Inputs	Institutions Involved/Responsible
1.4.1	Provide recommendations and facilitate public consultations and debates organized with NGOs on anti-corruption reforms aimed at supporting legal and institutional anticorruption initiatives	Recommendations and Consultations Reports 10 public debates	Fees Per diems Interpretation & translation Short-term consultants' inputs Organisation of 10 events	Project Management Unit PACA Team DIACA NGO Community representatives Think-tanks
1.4.2	Assist in the establishment of a mechanism (network) for coordinating information exchange and activities for NGOs active in the area of anti-corruption policy	Network Contact List and Activity Agreements 2 events	Fees Per diems Interpretation & translation Short-term consultants' inputs Organisation of 2 events	Project Management Unit PACA Team DIACA NGO Community representatives Think-tanks
	Description of Action	**Objectively verifiable indicators**	**Sources of Verification**	**Assumptions**
Output 1.5	**Human capacities of anti-corruption and law enforcement agencies and the judiciary enhanced to ensure that they efficiently meet their obligations under applicable laws and apply international best practices.**	▪ Number of persons trained ▪ Physical existence of training plans ▪ Number of trainers trained ▪ Level of satisfaction with the training offered ▪ 10 Continued Legal Education Courses delivered	▪ List of trainers ▪ List of training participants ▪ Training assessments forms filled in ▪ Feedback from trainees on practical application of	▪ Staff of key agencies available and ready to follow training ▪ Management of the key institutions co-operates on the development of training plans

		23 training events held by month 28 • 2 Study Visits by month 25 • 1 Media Campaign Event by month 12	the acquired knowledge	
	Activities	**Expected Outputs**	**Inputs**	**Institutions Involved/Responsible**
1.5.1	Support the elaboration and implementation of training plans (and training materials) on Conflict of Interests and Auditing for HIDAA inspectors and other relevant officers and by training the core group of local trainers.	2 training Modules/Manuals Enhanced Training Plans Number of Trained Trainers Working group meetings 3 training events for trainers, one of which prepared by the local trainers	Fees International travel Per diems Interpretation & translation Short-term consultants' inputs Organisation of 3 events	Project Management Unit PACA Team Training Institute for Public Administration (TIPA) Ministry of Interior HIDAA
1.5.2	Support HIDAA's Public relations Department in organising media campaign with regard to issues of preventing and controlling conflict of Interests.	1 training event for the Public Relations Department 1 media campaign event Publications Media Advisory and other campaign event related activities	Fees International travel Per diems Interpretation & translation Short-term consultants' inputs Organisation of 1 training event Organisation of 1 Media Campaign event	Project Management Unit PACA Team HIDAA TIPA
1.5.3	Support HIDAA on elaboration of guidelines which will lead to improvement in the maintenance, management and/or sharing of public databases and enhanced cooperation with the FIU and other relevant agencies and/or databases (including international as appropriate) in 3 areas (Components) selected from the following and other relevant areas: 1. Immovable Property database 2. Customs database 3. Tax database 4. Vehicle registration database 5. Database of ALUIZNI (Agency for Legalisation, Development and Integration of Informal Urban Areas and Real Estate)	Manual of Guidelines on 3 selected Components 3 Working Groups	Fees International travel Per diems Interpretation & translation Short-term consultants' inputs Organisation of 3 events	Project Management Unit PACA Team HIDAA Training Institute for Public Administration Agencies responsible for 3 Components selected

1.5.4	Support the School of Magistrates, former Police Academy structure and other relevant training units in elaboration and implementation of training plans (both in terms of training methods and content) for the law enforcement agencies (including Ministry of Interior Internal Control Service), prosecutors, judges on the following subject matter areas: 1. Investigation of Corruption; 2. Investigation of Money Laundering; 3. Tracking Proceeds from Crime--Search and Seizure of Crime Proceeds aspects and International cooperation on these matters.	3 training manuals Working group meetings 6 (2 day) training events for trainers 4 (2 day) training event prepared by the local trainers	Fees Short-term consultants' inputs International travel Per diems Interpretation & translation Publication of Manuals in both languages (English and Albanian) Organisation of 10 training events	Project Management Unit PACA Team School of Magistrates Prosecutor General's Office Police Formation Centre Ministry of Interior (Internal Control Service)
1.5.5	Support the provision of foreign literature, of exchange of information and experiences on pedagogical adult training skills for the School of Magistrate's trainers through organisations of Study Visits and Training events of analogous institutions in Europe.	2 inter-agency study visits International magistrate training institutions to be determined later on based on previous contacts and relations of the Albanian Magistrate School	Fees International travel Per diems Interpretation & translation Organisation of 2 study visits Purchase of international literature and legal research programmes	Project Management Unit PACA Team School of Magistrates 2 analogous European Institutions to be identified
1.5.6	Provide training for HIDAA inspectors, ASCA officials and other relevant law enforcement officials (including customs and tax officials, prosecutors and judicial police) with responsibilities for seizing/confiscating assets, with regard to i) investigations of corruption and economic crime offences, ii) investigation of money laundering and terrorism financing offences, and iii) tracking proceeds from crime; and iv) training trainers	Training Module Number of Trained Customs Officers and Law enforcement Certificates of Training 3 training events 1 'train the trainers' event with three components.	Per diems Interpretation & translation Fees International and national travel Short-term consultants' inputs Organisation of 4 events	Project Management Unit PACA Team HIDAA TIPA Ministry of Finance ASCA Ministry of Interior Prosecutor General's Office
1.5.7	Provide guidelines and training for private accountants and auditors on how to identify signs of corruption and its proceeds and report such findings,	Manual of Guidelines available Number of accountants and auditors trained	Fees International travel Per diems	Project Management Unit PACA Team TIPA

	as part of their professional activities through TIPA curricula and training development programme based on agreement between TIPA and relevant professional associations	Professional training attestation certificate 1 training Event	Interpretation & translation Organisation of 1 training event	Ministry of Finance
1.5.8	Provide training to local government officials on ethics and implementation of the Law on Conflict of Interest through TIPA curricula and train the trainer's development programme.	Training Manual Available Number of local government centres being trained Number of local government officials being trained 6 training events in different regions of Albania	Fees International and national travels Per diems Interpretation & translation Organisation of 6 training events in different regions of Albania	Project Management Unit PACA Team TIPA Ministry of Interior and Local Government 6 Local Government Offices to be identified through the Local Government Association
	Description of Action	**Objectively verifiable indicators**	**Sources of Verification**	**Assumptions**
Objective 2	**Contribute to the prevention of corruption in the education sector by improving transparency, accountability and social participation in the education system**	▪ New policy framework available for preventing corruption in the education sector ▪ Policy steps/initiatives taken to reduce risks of corruption in the education sector ▪ Education curricula modified to reduce risks of corruption in society	▪ Policy Framework Document ▪ Policy documents, legislation or other binding norms initiated ▪ Policy documents, legislation or other binding norms approved ▪ Documented anti-corruption components of civics education modules	▪ The government authorities are willing to implement and introduce the suggested frameworks and tools and apply their actions in line with these standards ▪ Coordination/avoidance of duplication of activities with other international assistance projects is assured
Output 2.1	**Risk analyses carried out and awareness raised with regard to opportunities of corruption in the education system**	▪ Results of risk analyses available by month 13 ▪ 2 workshops by month 25 ▪ Publication and dissemination of results by month including 2 public events by month 22 ▪ Recommendations for improvement available by month 25 ▪ Follow up report on risks available	▪ Risk Analysis Documents ▪ Published Risk Analysis ▪ Policy Recommendations Paper ▪ Policy Recommendations follow up Report	▪ The results of the risk analyses are accepted and the methodology is applied in the future

	Activities	Expected Outputs	Inputs	Institutions Involved/Responsible
		by month 28		
2.1.1	Conduct risk analysis to identify corruption risks within the education system, including but not limited to the following areas: governance and financing; personnel policy including status, recruitment, promotion, evaluation and regulation of conduct; procurement/evaluation of textbooks; the education process (admissions, teaching, tests and exams, marking/grading, private tutoring); mechanisms of redress (including complaints mechanisms)	Risk Analysis Document Working group meetings 1 technical workshop in introducing risks analysis results and reviewing shortcomings	Fees International national travel Per diems Interpretation & translation Short-term consultants' inputs Organisation of 1 workshop	Project Management Unit PACA Team Ministry of Education Institute of Curricula Institute of Training
2.1.3	Publication, dissemination and public raising of awareness on the results of analyses and assessment report	Risk Analysis Publication 2 public events	Fees International travel Per diems Interpretation & translation Organisation of 2 public events Publication cost	Project Management Unit PACA Team Ministry of Education Institute of Curricula Institute of Training
2.1.4	Peer discussion on identification of recommended actions and possible solutions for policy makers based on the results of the analysis and assessment report	Policy Recommendations Paper 1 Technical Workshop Minutes of the Workshop and Agreed terms of policy change/review	Fees International travel Per diems Organisation of 1 workshop Interpretation & translation	Project Management Unit PACA Team Ministry of Education Institute of Curricula Institute of Training
2.1.5	Evaluation/follow up on the risk assessment issues as identified at the initial report in order to determine progress made (prior to the end of project).	Policy Recommendations Follow up/monitoring Papers Working group meetings	Fees International travel Per diems Interpretation & translation	Project Management Unit PACA Team Ministry of Education Institute of Curricula Institute of Training
	Description of Action	**Objectively verifiable indicators**	**Sources of Verification**	**Assumptions**
Output 2.2	**Mechanisms available to increase integrity and regulate conflicts of interest with regard to the administration of staff in the education system**	▪ Assessment report on ethics framework (including disciplinary measures) by month 10	▪ Texts of the assessment report and code of conduct	▪ The authorities are willing to follow-up on measures and policy options.

		▪ 4 workshops held by month 20 ▪ Review to improve draft Code of Conduct available by month 20 ▪ Policy options for human resources management by month 20 ▪ 3 Legal Opinions on draft legislation and guidelines for quality control and regulating private tutoring available by month 24	▪ Texts of policy options ▪ Text of legislative drafts ▪ Progress reports	▪ Legislative proposals will be adopted by Government and Parliament
	Activities	**Expected Outputs**	**Inputs**	**Institutions Involved/Responsible**
2.2.1	Identification of policy options for introducing criteria and standardised procedures for the recruitment, appointments and promotion of teachers and other educational staff,	Policy Options Paper 2 workshops Working group meetings	Fees International travel Per diems Interpretation & translation Short-term consultants' inputs Organisation of 2 workshops	Project Management Unit PACA Team Ministry of Education Institute of Curricula Institute of Training
2.2.2	Providing a review of the draft Code of Conduct for Teachers and as relevant the draft Order of Teachers in the education sector and assessment on disciplinary measures for educational staff.	Review of the draft Code and draft Order as relevant 2 workshops Working group meetings	Fees International travel Per diems Interpretation & translation Short-term consultants' inputs Organisation of 2 workshops	Project Management Unit PACA Team Ministry of Education Institute of Curricula Institute of Training
2.2.3	Elaboration of preventive anti-corruption legislation/secondary legislation and guidelines for licensing, regulating and controlling private education institutions including private tutoring	3 legal opinions Working Group meetings Follow up Report on annual basis	Fees International travel Per diems Interpretation & translation Short-term consultants' inputs	Project Management Unit PACA Team Ministry of Education Institute of Curricula Institute of Training
	Description of Action	**Objectively verifiable indicators**	**Sources of Verification**	**Assumptions**
Output 2.3	**Development of anti-corruption education modules for primary and secondary schools**	▪ Anti-corruption education modules available by month 15 ▪ Modules introduced for piloting in 4 schools by month 22	▪ Texts of the anti-corruption education modules ▪ Text of legislative drafts	▪ The authorities are willing to incorporate the modules in school curricula

				Progress reports	
		▪ 2 workshops introducing the modules for piloting held by month 22.	▪ Progress reports		
	Activities	Expected Outputs	Inputs		Institutions Involved/Responsible
2.3.1	Developing a framework of anti-corruption terms, governance and ethics concepts to be included to the existing civic values education programmes	Proposed framework Working Group Meetings Follow up Report	Fees International travel Per diems Interpretation & translation Short-term consultants' inputs		Project Management Unit PACA Team Ministry of Education Institute of Curricula Institute of Training
2.3.2	Developing modules of anti-corruption education for inclusion in civics education at primary and secondary schools study programmes	Modules available and ready for inclusion in civics education programmes	Fees International travel Per diems Interpretation & translation Short-term consultants' inputs Publication costs		Project Management Unit PACA Team Ministry of Education Institute of Curricula Institute of Training
2.3.3	Piloting the use of the anti-corruption education module/s	2 workshops Modules included in civics education programmes Follow up report	Fees International travel Per diems Interpretation & translation Short-term consultants' inputs Organization of 2 workshops		Project Management Unit PACA Team Ministry of Education Institute of Curricula Institute of Training

Activity Description	Year 2009				Year 2010												Year 2011												Year 2012	
Calendar Month	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F
Numbered Month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
Activity 0.1			R																											
Activity 0.2			R																											
Activity 0.3				R																										
Activity 0.4				R																										
Activity 0.5				R																										
Activity 0.6				R				R				R			R					R				R			R			
Activity 1.1.1								5 R																						
Activity 1.1.2											5 R																			
Activity 1.1.3																		3 R							2 R					
Activity 1.1.4																									2 PE					
Activity 1.1.5										1 R										1 R										
Activity 1.1.6					S								S							S							S			
Activity 1.1.7																				3 W							2 W			
Activity 1.1.8										1 T					1 T						1 T						1 T			
Activity 1.1.9										3 R																				
Activity 1.1.10										1 T					4 T										2 T					
Activity 1.1.11														1 C													1 C			
Activity 1.1.12										R																		R		
Activity 1.1.13							R																							
Activity 1.2.1															1 W									1 W						
Activity 1.2.2								1 W					1 W																	
Activity 1.2.3									1 R																					

Activity	Markings (left to right)
Activity 1.2.4	1 R
Activity 1.2.5	1 R
Activity 1.2.6	2 W, 2 W
Activity 1.2.7	1 W
Activity 1.2.8	1 W, 1 W
Activity 1.2.9	3 T
Activity 1.3.1	1 W, 1 W
Activity 1.3.2	1 W, 1 W
Activity 1.3.3	1SV.T
Activity 1.3.4	2 T
Activity 1.3.5	1 SV, 1 T
Activity 1.3.6	1 T
Activity 1.3.7	2 W
Activity 1.4.1	2 PE, 2 PE, 2PE, 2 PE, 2 PE
Activity 1.4.2	1 PE, 1 PE
Activity 1.5.1	1 T, 2 T
Activity 1.5.2	2MC.T
Activity 1.5.3	3WG
Activity 1.5.4	2 T, 2 T, 2 T, 2 T, 2 T
Activity 1.5.5	1 SV, 1 SV
Activity 1.5.6	1 T, 2 T
Activity 1.5.7	1 T
Activity 1.5.8	3 T, 3 T
Activity 2.1.1	1 R, 1 W
Activity 2.1.2	2 PE
Activity 2.1.3	1 W
Activity 2.1.4	1

Activity																															
																														R		
Activity 2.2.1										1W									1W													
Activity 2.2.2																			2W													
Activity 2.2.3																							3R									
Activity 2.3.1											1 R																					
Activity 2.3.2																			R													
Activity 2.3.3																				2W												

Acronyms

Study Visit	**SV**
Media Campaign	**MC**
Working Group	**WG**
Workshop	**WG**
Technical Support	**SV**
Results Delivery	**R**
Training	**T**
Conference	**C**
Public Event	**PE**

7 ANNEX III: PROVISIONAL LIST OF EXPERTS

Expert	Area	Position
International experts		
Mr Omer Atalar	Ethics training	Council of Ethics for the Public Service at the Prime Ministry, Turkey
Mr Alan Bacarese	Economic crime investigations	Basel Institute
Mr Martin Bridger	Economic crime investigations	Detective Chief Superintendent, London Metropolitan Police
Ms Lolita Cigane	Risk analyses Political party/election campaign finance/DIACA/AC policy framework	Chairman of Transparency International Latvia
Ms Cristina Cojocaru	Methodology for measuring implementation and impact of AC policies/Corruption proofing	Lawyer / Project Coordinator, Centre for the Analysis and Prevention of Corruption, Moldova
Mr Eduard Al Dahdah	Surveys	World Bank surveys expert
Ms.Vera Devine	Compliance Matrix Anti-corruption policies and implementation	Former Administrator, Anti-Corruption Network for Transition Economies, OECD. Governance and anti-corruption consultant.
Mr Alan Doig	DIACA/AC policy framework Ethics and conflict of interest training	UNODC Consultant, former Council of Europe Long-term Adviser for 'Ethics for the Prevention of Corruption in Turkey' project
Mr Oleksiy Feshchenko	Anti-money laundering	FIU, Ukraine
Mr Omer Genckaya	Political party finance/Ethics training	Research Centre for Urban Problems and Local Government, Marmara University, Istanbul
Mr Jacques Hallack	Education	International Institute for Educational Planning
Mr John Heck	DIACA/AC policy framework Public Administration Reform	Public Administration, anti-corruption strategy and policy advice; and public administration training.
Ms Karyn Kenny	Prosecution of economic crime and corruption	Former US Federal Prosecutor of corruption and economic crime cases, World Bank consultant
Ms Lucy Koechlin	Education Possibly strategic AC framework	University of Basel
Mr Drago Kos	DIACA/AC policy framework	President of GRECO, Chairman of Commission for the Prevention of Corruption of Slovenia
Mr William Miller	Surveys	Professor, Department of Politics, Glasgow University
Mr Bostjan Penko	Compliance of criminal and civil law provisions/Guidelines/training on investigations	Private attorney, former senior prosecutor of economic crime and corruption cases, Slovenia..
Mr Pedro Pereira	Anti-money laundering	Basel Institute on Governance
Mr Mark Philp	Risk analyses/Surveys/Conflict of interest	Oxford University Lecturer in Politics
Ms Muriel Poisson	Education	International Institute for Educational Planning
Mr Quentin Reed	Surveys/ Risk analyses /Corruption proofing/Political party finance Conflict of interest and ethics laws and training	Team Leader, PACA. Anti-corruption and governance consultant.
Mr Hans-Joachim Rieger	Ethics/conflict of interest training	DBB Akademie, Germany
Mr Bertrand de Speville	DIACA/AC policy framework Public Administration Reform	Former Deputy Commissioner, Hong Kong Anti-Corruption Commission
Mr Daniel Thelesklaf	Anti-money laundering	Former Head of FIU, Switzerland
Mr David Watt	DIACA/AC policy framework Public service reform	Organisational development consultant and management trainer,
National experts		
Mr Astrit DAUTAJ	Education	Head of the Analysis Sector at the Institute of Curricula and Training
Mr Gent Ibrahimi	Criminal Law and investigation/prosecution	Long-term Advisor, PACA

	Public Administration Reform	
Mr Ylli Manjani	Criminal Law and investigation/prosecution Public Administration Law Reform	Private attorney; Legal specialist, Institute for Policy and Legal Studies
Mrs Albana MARKJA	Education	Head of the Training Sector at the Institute of Curricula and Training
Mr Agim Muslia	Anti-money laundering and counter terrorism financing	Deputy-Head of General Directorate for the Prevention of Money Laundering
Mr Vladimir PASKU	Education	Ministry of Education and Science, inspector
Mr Gjergj SINANI	Education	Head of Chair of Philosophy, Faculty of Social Sciences

8   ANNEX IV: START UP ACTIVITIES/WORKSHOPS

Date	Institutions	Time /Venue
19 October 2009 Monday	1. Meeting with Prosecutor's General Office ▪ Mr Arben Kraja	10:00-12:00 CoE Office
	2. Meeting with DIACA Coordinator ▪ Ms Helena Papa	12:00-12:30 CoE Office
	Lunch Break	13:00-1400
	3. LPO Interviews	14:00-19:00 CoE Office
20 October 2009 Tuesday	4. Ministry of Interior: Department of Public Administration ▪ Mr Marin Meidini, DoPA 5. Institute of Public Training ▪ Mr Fatmir Demneri, ITAP	09:30 -10:45 CoE Office
	6. High Council of Justice ▪ Ms Joana Koqi 7. School of Magistrates ▪ Mr. Adnor Koleka	11:00-12:20 CoE Office
	Lunch Break	12:30-13:45
	8. Ministry of Justice: Department of Codification ▪ Mr Mirjam Kapani 9. Department of Judicial Inspections ▪ Ms Zhaneta Pira	14:00-15:00 CoE Office
	10. NGO's and Civil Society Representatives ▪ Mr Sami Neza (Media Transparency Project) ▪ Ms. Marjana Papa (Akses Center) ▪ Mr Endrit Shabani, (TI) ▪ Mr Endrit Kapaj, ISB	15:30-17:00 CoE Office
21 October 2009 Wednesday	11. LPO Interviews (*contd…*)	09:00-09:30
	12. Ministry of Finance: General Directorate for the Prevention of Money-Laundering ▪ Mr Agim Muslia 13. Agency for the Administration of Seized and Confiscated Assets ▪ Mr Ergys Dino	09:30-11:00 CoE Office
	14. Ministry of Education: Directorate of Curricula and Evaluation ▪ Mr Jovan Kristiqi 15. Institute for Curricula and Training ▪ Mr Robet Gjedia	11:00-12:00 CoE Office
	16. School of Magistrates ▪ Ms Marjana Semini	12:15-13:00 CoE Office
	Lunch Break	
	17. High Inspectorate of Declaration and Control of Assets (HIDA) ▪ Ms Rozarta Rregllina	14:45-15:45 CoE Office
	18. European Commission Delegation to Albania: Justice and Home Affairs Sector ▪ Mr Stefano Failla ▪ Ms Helena Papa	18:00-19:00 ECD Office
22 October Thursday	19. Workshop of Project team on Workplan	10:00-12:30 Hotel/CoE Office
	20. US Embassy: OPDAT Programme (work lunch) ▪ Ms Cynthia Eldrige	12:30-13:30 Piazza Restaurant
	21. Department of Internal Administrative Control and Anti-	13:30-15:00

	corruption ▪ Mr Oerd Bylykbashi ▪ Ms Helena Papa	DIACA Office
	22. LPO Interviews (*contd…*)	15:30-17:30 CoE Office
	23. Workshop of Project team on Workplan	17:30-18:30 CoE Office
23 October Friday	24. Finalisation of Workplan and Calendar with ▪ Debriefing of Project team/TL and LPO ▪ Finance Manager / PACA finance management	09:15-12:30 CoE Office
	25. LPO Candidate Briefing (work lunch)	13:00-14:30 Era Restaurant
	26. Debriefing with DIACA ▪ Ms Helena Papa	14:30-15:30 Era Restaurant
	27. Debriefing with CoE information Office ▪ Mr Olsi Dekovi	16:00-17:00 CoE Office

15 December 2009

09:30- 10:00   **Registration**

10:00-10:30   **Opening Remarks**

- Mr Genc POLLO, Minister of State for reforms and relations with the Parliament
- H.E. Helmuth LOHAN, Ambassador, Head of the European Union Delegation to Albania

10:30-11:00   **Project Introduction**

- Project Objectives, Purpose and its relation with the Anti-corruption Strategy of Albania
  Mr Oerd BYLYKBASHI, on behalf of the Department for Internal Administrative Control and Anti-corruption (DIACA)

- Project's Outputs and Implementation
  Mr Quentin Reed, PACA Project Team Leader

11:00-12:15   **Draft Workplan Review and Discussion**

Allocate 20' to each purpose presentation

- **Purpose 1**: Enhance the implementation of Anti-corruption Policies and Strategies in line with GRECO and MONEYVAL recommendations and European Partnership commitments.
    - corruption measurement
    - prevention mechanisms
    - politically exposed persons/immunities and privileges
    - financing of political parties and electoral campaigns
    - civil society participation

Moderators: Mr Quentin REED / Mr Gent IBRAHIMI, PACA Project Long Term Advisers

- **Purpose 2**: Contribute to the prevention of corruption in the education sector by improving transparency, accountability and social participation in the education system.
    - *risks analysis*
    - *prevention mechanisms (integrity and conflict of interests)*
    - *anti-corruption and governance education module inclusion*

Moderators: Mr Quentin REED / Mr Gent IBRAHIMI, PACA Project Long Term Advisers

12:15-12:30   **Project Implementation Issues**
- *finalization of Inception phase*
- *steering committee confirmation/calendar of meetings*
- *monitoring and evaluation of project's implementation*

Mr Villano Qiriazi, Staff Member of the Council of Europe Secretariat

12:30-12:45   **Formal Adoption of the Workplan and Operational Conclusions**

- Mr Genc POLLO, Minister of State for reforms and relations with the Parliament
- H.E. Helmuth LOHAN, Ambassador, Head of the European Union Delegation to Albania

12:45-13:45   **Lunch Buffet**

Our Approach

STANDARDS
- Treaty Office

MONITORING
- GRECO
- MONEYVAL
- PC-OC
- T-CY

TECHNICAL COOPERATION
- Activity 2007 - 2008   Reports

Topics

- Corruption
- Cybercrime
- Judicial Cooperation
- Money Laundering
- Organised Crime
- Trafficking in human beings

Resources

FILES
- Archives
- Press Releases

SPECIAL FILES
- Octopus Interface 2009
- Octopus Interface 2008
- Octopus Interface 2007
- Corruption and democracy
- Financial Investigations

OTHERS
- Links
- Publications

PACA: Project against corruption in Albania

Council of Europe   European Union
Conseil de l'Europe   Union Européenne

Following the expression by the government of Albania of its commitment to proactively implement an anti-corruption strategy as part of the National Strategy for Development and Integration (NSDI) and the adoption of an ambitious and cross cutting strategy for the Prevention and Fight against Corruption and for Transparent Governance 2008-2013, with the funding from the European Commission under IPA 2008, the Council of Europe has launched since 1 September 2009 a new technical assistance Project against corruption in Albania (PACA). The project's duration will be of 30 months. The total amount of funds of the project is 2,130.000 Euro (93.90% EU funds and 6.10% COE funds).

PACA's overall objective is to contribute to democracy and the rule of law through the prevention and control of corruption. The project's specific objectives are the following:

1) To enhance the implementation of anti-corruption policies and strategies (Anti-corruption Strategy and Action Plan 2007-2013) in line with GRECO and MONEYVAL recommendations and European Partnership commitments;
2) To contribute to the prevention of corruption in the education sector by improving transparency, accountability and social participation in the education system.

PACA will deliver these objectives through the provision of targeted expertise and training by international and national experts, and through outreach to all relevant stakeholders and civil society on the expertise acquired.

PROJECT DOCUMENTATION

- Project Summary: English | Albanian
- Project Description of Action (DoA)
- Workplan of Activities
- Calendar of Activities
- Press Communication

PROJECT DELIVERIES and OTHER DOCUMENTS

- Inception report
- Interim progress report ▶ Technical Papers
- Activity Deliveries

USEFUL LINKS

- Under construction...

CONTACT

- PACA Project

Activities

Implementation Phase (starting on 1st December 2009)

Tirana, 15 December 2009
[14 December 2009, Strasbourg] As the Inception Phase has ended, project's start-up event takes place in Tirana International Hotel with the participation of all PACA stakeholders. The event's aim is to review the draft workplan and calendar of activities and adopt their final versions.

▶Agenda: English / Albanian

Inception Phase (1 September – 30 November 2009) contd....

Tirana, 18-23 October 2009
[14 December 2009, Strasbourg] A team mission took place in order to discuss the project and its Workplan in particular with the main counterpart (DIACA). The team composed of CoE Secretariat members and PACA Team to be deployed in Tirana, carried out

11   ANNEX VII: LIST OF PACA STEERING COMMITTEE MEMBERS

Name	Institution/Position	Main Nominee	Substi tute	Address/Phone/Email
Mr. Ivi Kaso	**DIACA** Director	X		Council of Ministers Building, Blv. Dëshmorët e Kombit, Nr.1, 1000 Tirana, Albania +355 4 2277362 (Office) ikaso@km.gov.al
Ms. Helena Papa	DIACA Inspector		X	Council of Ministers Building, Blv. Dëshmorët e Kombit, Nr.1, 1000 Tirana, Albania +355 68 200 1933 (Mobile) hpapa@km.gov.al
Ms. Rozana Rrgallina	**HIDAA** Advisor	X		Rr. Reshit Çollaku, Tirana, Albania +355 4 222 8516 (Fax) +355 69 407 7341 (Mobile) rozarta@hidaa.gov.al
Mr. Jovan Kristiqi	**Ministry of Education and Science** Curricula Director	X		Rr. e Durrësit, Nr. 23 Tirana, Albania 355 69 2203 275 (Mobile) jkristiqi@mash.gov.al
Ms. Ujëvara Elezaj	**CoM**, Department for Strategy and Donor Coordination (**DSDC**) Coordinator	X		Council of Ministers Building, Blv. Dëshmorët e Kombit, Nr.1, 1000 Tirana, Albania +355 4 2277373 (Office) uelezaj@km.gov.al
Mr. Shpëtim Muçollari	**Ministry of Interior** Director of Economic Crime, Corruption, Money Laundering Directorate, Crime Investigation Dpt, State Police	X		General Diretorate of State Police, Blv. Bajram Curri, Tirana, Albania +355 69 410 2316 (Mobile)
Ms. Marsida Xhaferllari	**Ministry of Justice** Department of Codification/Director	X		Blv Zogu I, Tirana, Albania +355 69 208 9431 (Mobile) mxhaferllari@justice.gov.al
Mr. Arben Ndoci	Ministry of Justice Department of Judicial Inspection		X	Blv Zogu I, Tirana, Albania +355 69 208 9431 (Mobile) andoci@justice.gov.al
Mr. Arben Kraja	**Prosecutor's General Office** Head of Sector of Economic Crime and Corruption	X		Rr. Qemal Stafa, Nr. 1, Tirana, Albania +355 69 411 3011 (Mobile) akraja@pp.gov.al
Mr. Selim Kryeziu	**High Council of Justice** Inspector	X		Blv Zogu I, Tirana, Albania +355 4 280834 (office) +355 69 225 0044 (Mobile) selimkryeziu@yahoo.fr
Mr. Agim Ismaili	**Ministry of Finance** / Directorate General for Prevention of Money Laundering	X		Rr. Dora d'Istria Nr. 2, Tirana, Albania +355 69 411 7869 (Mobile) aismaili@fint.gov.al

12 ANNEX VIII: PACA PROJECT CONTACTS/MANAGEMENT TEAM

CoE Project Team in Strasbourg:	CoE Project Team in Tirana	Project Coordination in Counter Institution
Corruption and Fraud Unit Economic Crime Division Directorate of Co-operation, (DGHL) Council of Europe 67075 Strasbourg Cedex, France	PACA Project Office in Albania CoE/EC Joint Programme Council of Minister's Building Bulevardi "Dëshmorët e Kombit" Nr.1 1000 Tirana, Albania	DIACA Offices Department of Internal, Administrative Control and Anticorruption Council of Ministers Tirana, Albania
Mr Lado Lalicic Project Manager ☎: +33 3 88 41 2976 ✉: Lado.LALICIC@coe.int **Ms Astrid Wertenschlag-Schermer** Project Assistant ☎: +33 3 88 41 3227 🖷: +33 3 90 21 5650 ✉: Astrid.WERTENSCHLAG@coe.int	**Mr Quentin Reed** Team Leader ☎ (mob.): +355672084083 ✉: Quentin.REED@coe.int **Mr Gent Ibrahimi** Long Term Adviser ☎ (mob.): +355672084082 ✉: Gent.IBRAHIMI@coe.int **Mr Arben Lila** Local Project Officer ☎ (mob.): +355672084081 ✉: Arben.LILA@coe.int	**Ms Helena Papa** Project Coordinator /Director for the Beneficiary ☎: +355 4 22 77330 +355 682001933 ✉: hpapa@km.gov.al