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**COMMITTEE OF EXPERTS ON THE EVALUATION
OF ANTI-MONEY LAUNDERING MEASURES
AND THE FINANCING OF TERRORISM**

MONEYVAL

**Principles of conduct for MONEYVAL Bureau members, working
group co-chairs and scientific experts**

This document is developed based on Council of Europe regulations covering issues of ethical conduct, conflict of interest and confidentiality of information. It has been approved by the Ethics Officer of the Council of Europe and is henceforth applicable to all MONEYVAL activities.

In exercising their duties stemming from their MONEYVAL capacity, MONEYVAL Bureau members, working group co-chairs and scientific experts are expected to abide by the Principles of Conduct as described within the main body of the present document.

By accepting their role as MONEYVAL Bureau members, working group co-chairs and scientific experts, they agree to respect and follow the requirements set out in this document.

PRINCIPLES OF CONDUCT FOR MONEYVAL BUREAU MEMBERS, WORKING GROUP CO-CHAIRS AND SCIENTIFIC EXPERTS

a. Professionalism and general values

1. Throughout the entirety of their term, MONEYVAL Bureau members, working group co-chairs and scientific experts represent the Council of Europe and MONEYVAL and are thus expected to **demonstrate the utmost professionalism and credibility**.
2. MONEYVAL Bureau members, working group co-chairs and scientific experts are expected to use their **experience and expertise** during MONEYVAL Working Group and Plenary discussions, including discussions in other forums and bodies (e.g. FATF Plenary and working groups; Council of Europe Committee of Ministers).
3. Bureau members, working group co-chairs and scientific experts should inform the MONEYVAL Secretariat of **personal circumstances that need to be taken into account** for the exercise of their duties (e.g. mobility problems, disabilities).
4. The Council of Europe upholds certain **fundamental values and principles** such as gender equality, non-discrimination, prohibition of sexual and other forms of harassment, prohibition of ill-treatment of human beings. These should be adhered to at all times by MONEYVAL Bureau members, working group co-chairs and scientific experts. It is recalled that MONEYVAL officials and the members of the Secretariat themselves enjoy protection against any form of harassment¹.

b. Impartiality, objectivity, neutrality

5. MONEYVAL Bureau members, working group co-chairs and scientific experts should **act in an impartial manner, and be seen to be doing so, during** the exercise of their duties.

¹ Under Rule No. 1292 on the protection of human dignity at the Council of Europe, "Everyone working at the Council of Europe (...) has the right to effective protection by application of the provisions of this Rule against sexual and psychological harassment, irrespective of the person perpetrating such conduct. The provisions of this Rule shall apply to all members of the Council of Europe Secretariat (...) and to persons (...) who participate in the Organisation's activities, wherever they may be held."

6. MONEYVAL Bureau members, working group co-chairs and scientific experts should assess the information and facts presented to them in the context of exercising their duties **objectively, without bias or prejudice, or considerations of a political nature**. When MONEYVAL Bureau members, working group co-chairs and scientific experts participate in missions in their capacity representing MONEYVAL they should not accept any **external instruction** (for instance from their employing institution, government or Head of delegation) and should not be influenced by considerations which are unrelated to the mission. Attempts to influence the work of MONEYVAL Bureau members, working group co-chairs and scientific experts, including in the form of pressure and intimidation should be reported to the Secretariat.
7. As a general rule, the Secretariat should be made aware of any **communication between** Bureau members, working group co-chairs and scientific experts **and MONEYVAL delegations, the FATF and other bodies** when it comes to matters falling under their MONEYVAL capacity.

c. Conflicts of interest and incompatibilities

8. When taking over their role as MONEYVAL Bureau members, working group co-chairs and scientific experts, **they should disclose any potential conflict of interest² or incompatibility³** that may hamper, or be seen as hampering his/her role. This requirement applies also at any later stage of their term should any change in situation occur, for instance if the official is offered a consultancy contract by, or in relation to MONEYVAL member states or territories. Such declarations shall be made to the Secretariat.
9. MONEYVAL Bureau members, working group co-chairs and scientific experts for the duration of their term must not engage in technical assistance (cooperation) activities organised for MONEYVAL member-states and territories⁴. This rule shall apply to any type of technical assistance activity funded by the Council of Europe or any other organisation, whether provided for a fee or on a *pro bono* basis. This rule shall not apply to training or research activities organised by MONEYVAL itself, or assessment work carried out by International / European Financial Institutions and bodies (e.g. IMF, World Bank, European Banking Authority, European Commission, etc.)

d. Personal benefits and gifts

10. **The capacity of MONEYVAL Bureau member, working group co-chair and scientific expert should not be used to pursue personal benefits**. MONEYVAL Bureau members, working group co-chairs and scientific experts should **refrain from promoting actively certain professional, academic and other personal activities** when acting in their official capacity, in particular during official missions or MONEYVAL meetings.
11. As a general rule, **gifts or other forms of advantages shall not be accepted in relation to MONEYVAL activities**. Work-related, minor gifts or conventional hospitality (e.g. attendance of an official event) of a courtesy nature may be accepted. The Secretariat will provide advice if such situations occur.

² This is to be understood broadly and as referring to any material and other interest of a personal or private nature (including those of spouses / partners and close relatives of the official), which they may have in relation to a member-state or territory of MONEYVAL other than the home jurisdiction of the official. Since this is not limited to purely material interests, a conflict may also arise, for instance, from membership in an organisation or club pursuing the objective of developing political / commercial and other relations a member state or territory of MONEYVAL.

³ For instance, an expert being involved in technical cooperation projects, the negotiation of inter-agency agreements with the country under evaluation etc.

⁴ For current Bureau members, working group co-chairs and scientific experts a transition period until 31 December 2021 shall be applied to finalise their engagement on any technical assistance (cooperation) projects to MONEYVAL member-states and territories.

e. Confidentiality

12. **Confidentiality of MONEYVAL information must be preserved throughout the term of the Bureau member, working group co-chair and scientific expert and following its completion.** This applies to information submitted via the Secretariat, information obtained during missions and the MONEYVAL members assessment process, the various versions of draft mutual evaluation reports, and other confidential papers. The content of a mutual evaluation report and a follow-up report or any other document adopted by MONEYVAL can only be referred to in public, once it has become public. This practice equally applies to other MONEYVAL documents and workstreams in the pipeline.
13. Discussions with governmental/public bodies and representatives of private sector/NGOs during MONEYVAL missions or meetings, shall remain confidential and MONEYVAL Bureau members, working group co-chairs and scientific experts should bear in mind any **possible repercussions when comparing contrasting views**.
14. No personal data shall be publicly disclosed, and Bureau members, working group co-chairs and scientific experts shall abide by Council of Europe data protection requirements, as applicable.
15. The obligations contained in this document are not intended to override or supersede any existing obligations that officials may already be subject to concerning the handling of information or conflicts of interest, as a result of their employment with a national authority or an international organisation.

f. General precautions

16. The Secretariat shall inform the Bureau members, working group co-chairs and scientific experts about **specific precautions** that may need to be taken in relation to MONEYVAL meetings or missions.
17. MONEYVAL Bureau members, working group co-chairs and scientific experts should **remain alert at all times during missions** – including on the margins of official work – about possible reputational and other consequences of intentional and unintentional actions for themselves and for the image of MONEYVAL / the Council of Europe. In particular, alertness is called for in respect of activities that are or may be illegal, risks of political instrumentalisation, and dubious solicitations and offers in the country visited.

g. Adherence to the principles of conduct

18. MONEYVAL Bureau members, working group co-chairs and scientific experts by taking over their duties, are deemed to agree with, respect and comply with requirements set out in this document in their capacity as MONEYVAL officials. Guidance (including on a confidential basis) may be sought at any time from the Secretariat, including inadequate conduct.
19. The Ethics Officer of the Council of Europe, the Executive Secretary, and the authorities of the country concerned shall be informed of any conduct in breach of the requirements set out in this document by a MONEYVAL during his/her term.
20. Decisions on the possible replacement of a MONEYVAL Bureau member and working group co-chair on the grounds of conflict of interest/incompatibilities or breaches of other ethical standards as prescribed in this document are taken by the Bureau and, following the advice of the Ethics Officer of the Council of Europe as appropriate, which shall be communicated to the Bureau by the Executive Secretary.

21. In case the issue of possible replacement concerns a Bureau member, that member shall be given the opportunity to state his or her view to the Bureau but shall not be present or participate in the final discussion and decision on his/her possible replacement.
22. Decisions on the possible replacement of a MONEYVAL scientific expert on the grounds of conflict of interest/incompatibilities or breaches of other ethical standards as prescribed in this document are taken by the Secretariat following the advice of the Ethics Officer of the Council of Europe as appropriate.
23. As a further measure, the Bureau may decide to inform the Secretary General of the Council of Europe, and/or the Permanent Representation of the country concerned to the Council of Europe, and/or the Organisation/body concerned and request the appropriate measures to be taken, including removing the representative from participating in MONEYVAL activities.
24. It is also recalled that in accordance with **the Council of Europe's own anti-corruption policy** (Rule 1327) the organisation is "committed to the proper use of its funds and resources, the prevention of fraud and corruption and the protection of its reputation and interests." Members of the Secretariat have a duty to report any reasonable suspicion of fraud or corruption. The provisions of the rule apply also to officials and persons who participate in Council of Europe's activities (wherever they may be held) and who are encouraged to report a suspicion directly to the Secretary General of the Council of Europe. Every reporting person has the right to effective protection against retaliatory action.

h. Guidance and support

25. MONEYVAL Bureau members, working group co-chairs and scientific experts shall receive guidance and support in exercising their duties throughout their mandate by the MONEYVAL Secretariat. Proper liaison between all the parties involved in MONEYVAL meetings, missions and workstreams is essential to ensure a smooth outcome. Whenever a Bureau member, working group co-chair and scientific expert has a dilemma on issues related to the aforementioned principles, their duties, rules and procedures, they should feel free to raise it with the Secretariat. The Secretariat will endeavour to provide all the necessary guidance and support.