



ReSPA

Regional School of Public Administration (Phase 2)

This programme is financed by the European Commission



**dbb
akademie**



Integrity Manager A certified programme on Anti-Corruption

A training organised in cooperation with dbb akademie

Belgrade, 22-25 June 2010

PROVISIONAL PROGRAMME

Background

Campaigning for integrity is a permanent and continuous task for which the executives of an authority are responsible in a specific manner. They are responsible for the implementation of the corresponding guidelines given out by the head of the administration. At the same time, they possess a comprehensive knowledge of the field of work which they head. Thus, they are able to develop specific prevention approaches on their own which are tailored to the respective particularities.

The executives who will be certified through this programme guarantee that the fight against corruption is not only confined to special measures, but is also constantly implemented in the authority's daily routine. They support the willingness of their employees to always see their own work as well as the strategic guidelines of the administration from the point of view of the management of integrity as well.

Overall aim

Our training programme should enable all participants to receive practical knowledge and approved skills of anti-corruption strategies and methods in order to prevent corruption in the sector of public administration more effectively. A special emphasis will be placed on discussions concerning questions of ethics and integrity in the daily routine of the administration.

Objectives

The main objective in this programme is to receive hands-on information on the following topics as well as become better equipped to carry out prevention strategies in their respective administrations:

- Sources and reasons for non-integer behaviour
- Consequences of corruption in politics and how to deal with it
- Awareness-raising as a key tool of corruption prevention
- How to develop a threat analysis
- Risk assessment for the public administration
- Codes of ethic requirements and implementation
- How to draft a code of ethics
- Motivation for correct behaviour in case of corruption
- Overview of prevention strategies and concepts for the public administration in the Balkan region
- Introduction to internal audit
- An overview of European public procurement law
- How to deal with bribery attempts and combat bribery
- Dealing with (customer) restraints
- Specific case study: sponsoring and public administration

At the end of the four-day training course, the participants will undertake an examination. Upon successful completion they will be certified as integrity managers.

Method

The participants will highly be invited to bring up their own practice and link this to the concepts that are provided by the trainers.

Location

The programme will be organised in Belgrade, Serbia.

Working language

English

Participants

The programme is meant for officials who through their position involved in the development, implementation and control of anti-corruption strategies and methods.

Number of participants

The maximum number of participants is 21.

Dates

22-25 June 2010

Trainers

- Holger-Michael ARNDT, Anti-corruption trainer, dbb akademie
- Dr. Thomas WURM, Anti-corruption trainer, dbb akademie

TUESDAY 22 JUNE 2010

- 09.00 **Welcome and Introduction to the workshop programme**
- 10.30 Coffee break
- 11.00 **Corruption Perceptions Index 2009**
Corruption in politics
Sources and reasons for non-integer behaviour
- 12.30 Lunch break
- 13.30 **Practical session:**
Group exercise (dilemma situations)
- 15.00 Coffee break
- 15.30 **Awareness-raising as a key tool of corruption prevention in the Balkan region**
- 16.30 End of the day's programme

WEDNESDAY 23 JUNE 2010

- 09.00 **Threat analysis, Risk assessment for the public administration**
Private sector versus public administration
- 10.30 Coffee break
- 11.00 **Codes of ethics requirements and implementation**
Drafting a code of ethics
- 12.30 Lunch break
- 13.30 **Practical session:**
Group exercise (dilemma situations)
- 15.00 Coffee break
- 15.30 **Right behaviour in case of corruption and prevention strategies and concepts for the public administration in the Balkan region**
- 16.30 End of the day's programme

THURSDAY 24 JUNE 2009:

- 09.00 **Short introduction to European public procurement law**
- 10.30 Coffee break
- 11.00 **Objectives of an internal audit**
- 12.30 Lunch break

- 13.30 **Practical session:**
Group exercise (dilemma situations)
- 15.00 Coffee break
- 15.30 **Best practice examples from an EU Member State: Integrity Management**
International anti-corruption conventions
- 16.30 End of the day's programme

FRIDAY 25 JUNE 2010

- 09.00 **Reacting to bribery attempts and combating bribery**
Dealing with (customer) restraints
Dealing with informants and whistleblowers
- 10.30 Coffee break
- 11.00 **Specific case study: Sponsoring and public administration**
Review of all subjects covered
- 12.30 Lunch break
- 13.30 **Final examination**
(Certification as Integrity Manager)
- 15.00 Coffee break
- 15.30 **Evaluation**