



International Anti-Corruption Academy

**5th Assembly of Parties
10 – 11 November 2016**

Provisional Agenda and Annotations

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All Parties are kindly invited to submit proposals for further agenda items to IACA's Secretariat at their earliest convenience, preferably not later than 1 November 2016.

II. Annotations

1. Organizational Matters

The 5th session of the Assembly of Parties will convene from Thursday, **10 November 2016, starting with the Opening Ceremony at 10:00**, to Friday, **11 November 2016, at the Vienna International Centre (VIC), Vienna, Austria.**

Election of officers

According to Rule 22 of the *Rules of Procedure for the Assembly of Parties of the International Anti-Corruption Academy (IACA) (RoP)*¹ a President, two Vice-Presidents, and two Rapporteurs shall be elected from among the representatives of the Parties that are present at the session. The election of officers will take equitable geographical distribution into consideration.

Adoption of the agenda and organization of work

The provisional agenda shall be submitted to the Assembly for consideration and approval as soon as possible after the opening of the session (Rule 11 RoP). In addition to the provisional agenda of the fifth session of the Assembly of Parties, adopted by Resolution AOP4-Res-4, the Assembly may decide on additional agenda items.

Participation of observers

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

Adoption of the report of the Bureau on credentials

Rule 18 of the RoP stipulates:

“Submission of Credentials

The credentials of representatives of each Party and the names of the persons constituting the Party’s delegation shall be submitted to the Executive Secretary if possible not later than twenty-four hours in advance of opening of the session.

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

The credentials shall be issued by the Head of State or Government, by the Minister for Foreign Affairs, or by the Permanent Representative of the Party in accordance with its domestic law or, in the case of an international organization, by the competent authority of that organization.”

Please note that this Rule, (a) only applies to credentials for (a specific session of) the Assembly of Parties, but that (b) different to some other international conferences/organizations² and similar to, e.g., the Conference of the States Parties to the UNCAC, also allows for the Permanent Representative of the Party to notify the

¹ Adopted at the first session of IACA’s Assembly of Parties, which took place in Vienna from 29 to 30 November 2012, by unanimity. Available at <http://www.iaca.int/governance/assembly-of-parties.html>.

² Where it is only the Head of State/Government or the Minister for Foreign Affairs to do so.

Assembly of Parties of the composition of the country's delegation and issue credentials thereto. The representative shall, however, have presented his/her general credentials to the organization in the first place.

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

General discussion

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

Under this agenda item, the high-level representatives would have an opportunity to express their views and set the political direction for the conference. Such organization of the session's work would also allow for more focused and interactive exchanges to take place under the substantive items.

The list of speakers under this agenda item will be opened by the Secretariat as of now and will remain open until the beginning of the fifth session on 10 November 2016. Requests for registration on the list will be honoured on a "first come, first served" basis, on the understanding that priority will be given to representatives of ministerial or higher rank. Speakers are requested to limit their statements to seven minutes.

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

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

3. Work Programme and Budget

By Resolution AOP2-Res-1, on 11 December 2013, the second session of the Assembly of Parties adopted a three-year Work Programme 2014 - 2016 and Budget 2014. The Resolution emphasizes that only with a suitable general budget, which serves as the organization's main financial resource, can it continue to build up and carry out its daily operations and implement the Work Programme (WP). The Budget 2016 was adopted by the Assembly of Parties at its fourth session by Resolution AOP4-Res-2.

Following the BoG's proposal, the Extended Bureau of the fourth session of the AOP agreed at its meeting on 10 October 2016 to allow for in-depth discussions regarding the preparation of the next Work Programme. In this context, the Secretariat will in due course distribute a short questionnaire to IACA's Parties to seek concrete proposals and relevant substance areas. Furthermore, the general budget will be developed in parallel to and in coordination with the next Work Programme. The Extended Bureau further agreed to propose that the next (sixth) regular session of the AoP convene in late spring 2017, in order to allow for a continued process of consultation and deliberation among Parties on these matters.

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

Given the Assembly's consent, the fifth session of the AoP may wish you consider adopting a resolution on shared ownership and financial stability and sustainability of the general budget allocation for the organization. A draft of such a resolution had been shared with Parties for further consideration. In addition, the fifth session of the AoP will continue focussing on ways of meeting the requirements of the general budget as well as alternative ways of funding, inter alia, stipulated in Strategic Objective Four of the Work Programme 2014 - 2016.

4. Fundraising Activities for the Academy

IACA reiterates the need for reliable budget planning and allocation of resources and therefore calls upon all Parties and Signatories for shared financial ownership and participation. As IACA seeks to develop its capacities further in line with its declared mandate, and its agreed Work Programme, it is dependent on stable finances and reliable resources in order to successfully build up and effectively maintain its operational work and activities.

Delegations are invited to use the high-level/ministerial segment of the Assembly of Parties on 10 November 2016 for pledging financial contributions. This event will allow for a high level of visibility, positive political exposure, and enhanced commitment.

The Registration Form for Financial Pledges, including an Explanatory Note on the guidelines for voluntary financial pledges, is attached.

5. Report on Programmes and Activities

A presentation on programmes and activities conducted since the last session of the Assembly of Parties in 2015 will be delivered by IACA.

III. Additional Information

1. Side Events

Delegations and partners who are interested in holding a side event are requested to contact the Secretariat by 1 November 2016.

2. Language of the Assembly

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

Any representative may make a speech in a language other than the official language of the Assembly and shall provide for interpretation into the official language of the Assembly, which is considered unofficial simultaneous interpretation.

3. Documents

Annexes to this document are available in electronic form in the Assembly of Parties 2016 section of our website, www.iaca.int, along with other relevant documents and updates. Delegates are kindly invited to check the website regularly.

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

Laxenburg, Austria, 19 October 2016

Annexes: Registration Form for Financial Pledges