

(Supported by
Cabinet Order
No. 654 of
24 September 2009)

**Corruption Prevention and Combating Programme 2009-2013
(Informative Part)**

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Abbreviations and Designations Used

MoFA – Ministry of Foreign Affairs

CIS – Construction Information System

SecP – Security Police

SDI – State Data Inspectorate

Group of States against Corruption (GRECO) of the Council of Europe

MoF – Ministry of Finance

PO – Prosecutor's Office

MoI – Ministry of the Interior

PMB – Procurement Monitoring Bureau

CPCB – Corruption Prevention and Combating Bureau

OPLPDCA – Office for Prevention of Laundering of Proceeds Derived from Criminal Activity

OCMA – Office of Citizenship and Migration Affairs

MoRDLG – Ministry of Regional Development and Local Government

MoJ – Ministry of Justice

LSPA – Latvian School of Public Administration

SRS – State Revenue Service

SChanc – State Chancellery

SP – State Police

SBG – State Border Guard

Introduction

Chapter III of the Law on Corruption Prevention and Combating Bureau specifies the competence of the Corruption Prevention and Combating Bureau (hereinafter – CPCB) in corruption prevention and combating and in control of the fulfilment of the financing provisions of political organisations (parties) and associations thereof, including it specifies that the CPCB shall develop a national corruption prevention and combating programme and co-ordinate the co-operation of the institutions referred to therein in order to ensure the fulfilment of the programme.

Accordingly the CPCB has developed the Corruption Prevention and Combating Programme 2009-2013 (hereinafter – Programme) – a medium-term development planning document, which determines the action directions, the main tasks and the results to be achieved in the development of the corruption prevention and combating field. The Programme defines more accurately the action directions specified in the “National Guidelines for Corruption Prevention and Combating 2009-2013” (approved by Cabinet Order No 326 of 21 May 2009).

Concurrently the referred to Guidelines and this Programme continue the activities commenced in the preceding planning period (Corruption Prevention and Combating Programme 2004-2008), expanding or narrowing it in separate fields¹. During drawing up of the Programme problems of institutions in relation to the fulfilment of the tasks of the preceding period, as well as their recommendations for the subsequent planning period were surveyed. Majority of ministries, as well as the State Chancellery and the State Audit Office, the Latvian Association of Local and Regional Governments, Transparency International Latvia (*Sabiedrība par atklātību “Delna”*) have expressed their opinion on the referred to issues.

The CPCB announced the public discussion of the Programme 2009-2013 from 10 January to 10 February 2009. A notification and a draft programme were inserted on the CPCB Internet home page, an informative banner was created and a discussion theme was opened in the forum, as well as a notification regarding the public discussion was sent to the mass media. Inhabitants, public, political, professional and other organisations were invited to provide proposals in order to make the action directions and tasks specified in the draft national programme more accurate and to supplement them. In response to the announced public discussion the CPCB received the opinions of two public organisations – “Providus” and “Civic Alliance – Latvia”.

The CPCB has evaluated the necessity of further development of the tasks fulfilled, defined new tasks according to the specified action directions, as well as specified more precisely the competence of institutions, thus ensuring the succession of the policy.

Taking into account the horizontal nature of the corruption prevention and combating policy, a particular attention has been also paid to the tasks specified in other development planning documents, thus not only ensuring the linking between these policies, but also achieving expedient co-operation among institutions.

¹ Each year the CPCB has gathered information regarding the fulfilment of the tasks from all institutions involved in the implementation of the Corruption Prevention and Combating Programme 2004-2008. The informative reports and reviews on the fulfilment of each task can be found on the CPCB home page.

1. Linking of the Programme with the Government Priorities and the Supported Development Planning Documents and the Priorities Specified Therein

The Programme was drawn up, taking into account that specified in other documents, as well as in order to introduce the measures specified in these documents in relation to the corruption prevention and combating:

- **“Operational Strategy of the Corruption Prevention and Combating Bureau 2008-2010”** (Cabinet Order No. 717 of 14 November 2008). The purpose of the strategy is to make more efficient the execution of the functions and tasks specified in the Law on Corruption Prevention and Combating Bureau, as well as to ensure the implementation of the objectives specified in the development planning documents in the fields within the competence of the CPCB. The Strategy includes issues related to the execution of the functions of the CPCB, as well as the planning of human and financial resources necessary for the performance of the activities;
- **“Latvian National Development Plan 2007-2013”** (Cabinet Order No 564 of 4 July 2006). Sub-paragraph 4.1.4 of the Plan deals with the “Strengthening of the Capacity of Public Administration” and accordingly states that one of the tasks to be solved is “To prevent corruption in State administrative institutions” (Task No. 8);
- **“Guidelines for the Development of the State Administrative Policy 2008-2013”** (Cabinet Order No 305 of 3 June 2008). The Guidelines include a significant number of issues related to State administration and the efficiency of operation thereof – policy planning and financial management, corruption prevention, institutional issues, service quality, quality management, reduction of the administrative burden, development of e-government, public-private partnership, administrative proceedings, development of human resources, strengthening of the civic society and other current issues;
- **Concept “Necessity of Legal Framework for Lobbying in Latvia”** (Cabinet Order No. 435 of 28 July 2008). The purpose of the Concept is to allow the provision of transparency regarding taking of such national decisions, which have been drawn up within the interests of individual persons or groups. The supported alternative provides for the application of basic principles of transparency, equality and honesty to the lobbying process in the ethics codes of State and self-government institutions. Within the interests of the society, a public official honestly reveals, which persons have contacted the institution in order to influence the decision-making process. The public official has a duty to ensure equality in the access to information and officials to all the parties interested in reviewing the issue;
- **Concept for the Financing of Political Parties** (Cabinet Order No. 14 of 15 January 2009), which provides for improvement of the existing regulatory enactments, to allocate State funding to the parties for campaigns and daily expenditure, as well as to determine criminal liability, administrative liability and financial sanctions for illegal utilisation of the State funding;
- **“National Programme for the Prevention, Combating and Reduction of the Organised Crime 2006-2010”** (Cabinet Order No. 390 of 31 May 2006) – the purpose thereof is to make more efficient the prevention and combating of criminal offences related to the organised crime, as well as to reduce the economic impact of the organised crime, creating wholesome conditions for the fight of law enforcement institutions against the organised crime;
- operational strategies of institutions, for example, **“Operational Strategy of the Ministry of Economics 2007-2009”** (Cabinet Order No. 686 of 6 September 2006 (Minutes No. 43 41)) and **“Development Strategy of the State Revenue Service 2007-2009”** (approved by the Minister for Finance on 6 March 2007).

The recommendations of the reports of the second and the third round of the **Group of States against Corruption** (GRECO) of the Council of Europe have also been taken into account in development of the Programme.

Regional planning documents (development strategies) define the priority development directions, the objectives and the tasks for the achievement thereof for each region. Although they do not include a direct reference to corruption prevention, it should be noted that the horizontal nature of anti-corruption policy also marks a link with these documents. The most significant development priorities – development of human resources, development of entrepreneurship, service quality, attraction of investments etc. – and the achievement thereof is related to the spread of corruption because corruption endangers efficient achievement of the objectives specified for planning regions.

2. Objectives and Sub-objectives of the Programme

The objective of the corruption prevention and combating policy is to ensure honest and lawful use of the power entrusted to public officials within the interests of the State and the society.

The objective of the Programme is to determine the tasks, to plan the execution thereof and the funding for the implementation of the National Guidelines for Corruption Prevention and Combating 2009-2013 in order to ensure the achievement of the objective of the corruption prevention and combating policy.

In conformity with the principles specified in the guidelines “National Guidelines for Corruption Prevention and Combating 2009-2013”, the Programme is created as a complex counteraction to corruption (corruption prevention and combating, as well as education in anti-corruption issues).

Sub-objectives:

1. To improve the control of the financial operation of political parties and the associations thereof.

2. To ensure expedient and lawful action with the State and self-government property, including the utilisation of the financing allocated by the European Union and other international organisations, as well as foreign states.

3. To restrict the action of public officials in situations of a conflict of interest, as well as to restrict the possibilities of public officials to make legal the illegally earned income.

4. To improve internal anti-corruption systems and to strengthen ethics in State and self-government institutions, to improve the knowledge of public officials regarding the requirements for prevention of corruption.

5. To reduce the tolerance of inhabitants to corruption, to strengthen awareness of inadmissibility of corruption and the negative consequences thereof.

6. To strengthen the principle of good administration in the operation of the State and self-governments.

7. To ensure timely and qualitative adjudication of matters in courts.

8. To improve the possibilities of combating criminal offences in the service of State institutions, as well as to reduce corruption in courts.

3. Results and Result-based Indicators of the Programme Policy

The results of the corruption prevention and combating policy and their indicators have been specified in the National Guidelines for Corruption Prevention and Combating 2009-2013 (approved by Cabinet Order No. 326 of 21 May 2009), and they are as follows:

Result	Result-based Indicator	2007	2010	2013
Public officials act lawfully and fairly in their activities and use the power and property entrusted to them only in the public interest and in an equal, expedient and lawful way	Indicator of the control of corruption ² <i>(The extent, in which the power granted to officials is being used for personal benefit, is measured. The indicator includes both small-scale bribery and indicators of wide-scale corruption and State capture. In the comparative analysis of the World Bank it is expressed as a percentile rank within the context with other states)</i>	66	69 (in 2009 ³)	72
The efficiency of investigation of criminal offences improves, thus inhabitants and public officials have an increasingly strong conviction regarding inevitability of the punishment	Indicator of the rule of law ⁴ <i>(The extent, in which individuals have a conviction and tendency to abide the public norms/legislation, including in relation to the operation of law enforcement authorities and courts, is measured)</i>	65.7	70	75
The society at large has an increasing conviction regarding reduction of the spread of corruption in the State	Corruption perception index. ⁵ (Evaluation in 10-point system where “10” means “very clean” and “0” – “highly corrupt”.)	4.8 (in 2008 – 5.0)	5.2	5.4

² Indicator of the control of corruption is one of six parameters of the international comparative indicator GRICS of the World Bank. GRICS (Governance Research Indicator Country Snapshot) is a complex indicator, which is prepared by the WBI once every two years and which consists of several hundred different variables accumulated from the information obtained by 18 different international organisations. More information regarding this indicator is available on the Internet home page of the WB: <http://info.worldbank.org/governance/wgi/index.asp>

³ The World Bank performs measurements of this indicator once every two years.

⁴ The indicator of the rule of law is one of six parameters of the international comparative indicator GRICS of the World Bank (see also reference No. 3)

⁵ Corruption perception index of the Transparency International

4. Tasks for the Achievement of the Results of the Programme, Result-based Indicators of the Activities, Planning of the Time-table for Execution of Tasks and the Responsible Institutions

No	Task	Responsible institution	Term for the execution	Result of activity/result-based indicator	Link to other development planning documents (where applicable)
1. Improvement of the System for Financing of Political Parties and Associations Thereof					
1.	To establish a regulatory basis in order to introduce State financing to political parties according to the alternative supported in the Concept for the Financing of Political Parties	MoJ CPCB	According to that specified in the Cabinet Order No. 14 of 15 January 2009, <i>On the Concept for the Financing of Political Parties</i>	Draft regulatory enactment(s) has (have) been submitted to the Cabinet	Concept for the Financing of Political Parties (Cabinet Order No. 14 of 15 January 2009)
2.	To specify more precisely the mechanisms for the reporting of political parties and the associations thereof	MoJ CPCB	According to that specified in the Cabinet Order No. 14 of 15 January 2009, <i>On the Concept for the Financing of Political Parties</i>	Draft regulatory enactment(s) has (have) been submitted to the Cabinet	Concept for the Financing of Political Parties (Cabinet Order No. 14 of 15 January 2009)
3.	To improve the liability for the financial violations of political parties and the associations thereof and to ensure a commensurate, efficient and deterring mechanism of sanctions, as well as adequate control processes and also the institutions involved in the supervision and control	MoJ CPCB	According to that specified in the Cabinet Order No. 14 of 15 January 2009, <i>On the Concept for the Financing of Political Parties</i>	Draft regulatory enactment(s) has (have) been submitted to the Cabinet	Concept for the Financing of Political Parties (Cabinet Order No. 14 of 15 January 2009) Report of the Third Evaluation Round of GRECO On Transparency of Party Funding in Latvia Guidelines for the Development of the State Administrative Policy 2008-2013
4.	To specify more precisely the regulation of the pre-electoral campaign process, defining, for example, the term "hidden pre-electoral campaign" and determining a restriction to use State and self-government property in campaigns	MoJ CPCB	According to that specified in the Cabinet Order No. 14 of 15 January 2009, <i>On the Concept for the Financing of Political Parties</i>	Draft regulatory enactment(s) has (have) been submitted to the Cabinet	Concept for the Financing of Political Parties (Cabinet Order No. 14 of 15 January 2009) Guidelines for the Development of the State Administrative Policy 2008-2013

No	Task	Responsible institution	Term for the execution	Result of activity/result-based indicator	Link to other development planning documents (where applicable)
5.	To analyse experience of electoral campaigns and to evaluate the regulation of pre-electoral campaigns and the financing system of parties	CPCB	9 months following each election	Report on the pre-election campaign and the financing system of parties within the context of the course of pre-election campaign	
6.	Informing the society regarding the violations of the procedures for pre-electoral campaign detected in activities of political organisations and the associations thereof, as well as regarding the violations of financing provisions of political organisations and associations thereof	CPCB	Permanently	Information ensured on the CPCB home page	
7.	To develop a concept on possibilities of strengthening the independence of the Corruption Prevention and Combating Bureau, thus ensuring the introduction of that specified in Recommendation of the Council of Europe REC (2003) 4 On Common Rules Against Corruption in the Funding of Political Parties and Electoral Campaigns	CPCB	30 November 2009	Concept On Strengthening the Independence of the Corruption Prevention and Combating Bureau submitted to the Cabinet	Evaluation Report on Latvia On Transparency of Party Funding of the Third Evaluation Round of GRECO
2. Provision of Equality and Transparency in the Lobbying Process					
8.	To make amendments to regulatory enactments, determining the place and extent of publishing information regarding communication of institutions and self-governments with lobbyists	CPCB	According to the Cabinet Order No. 435 of 28 July 2008, <i>On Concept "Necessity of Legal Framework for Lobbying in Latvia"</i>	Draft regulatory enactment(s) has (have) been submitted to the Cabinet	Concept "Necessity of Legal Framework for Lobbying in Latvia"

No	Task	Responsible institution	Term for the execution	Result of activity/result-based indicator	Link to other development planning documents (where applicable)
9.	To make amendments to regulatory enactments, determining that proposals for amendments to draft laws to be reviewed by the <i>Saeima</i> should be published in timely manner, adding a justification and information regarding consultations with private individuals, which have taken place	CPCB	According to the Cabinet Order No. 435 of 28 July 2008, <i>On Concept "Necessity of Legal Framework for Lobbying in Latvia"</i>	Draft regulatory enactment(s) has (have) been submitted to the Cabinet	Concept "Necessity of Legal Framework for Lobbying in Latvia"
10.	To prepare and distribute information to political parties and the society regarding the difference between lobbying and corruption, the cases when lobbying may be corrupt, as well as recommendations for political parties and the representatives thereof in State institutions in relation to taking of such decisions, which concern contributors of the relevant party	CPCB	31 March 2010	Information ensured on the Internet – on the CPCB home page, as well as using the informative issue " <i>Knaģis</i> "	
3. Improvement of the Processes for Granting State and Self-government Property, as well as Financial Resources					
11.	To identify corruption risks in the field of delegating functions of State administration	CPCB	31 April 2011	Report on corruption risks when delegating State functions	
12.	To survey the practice of institutions in action involving State and self-government property, identifying main problems and corruption risks, and to draw up guidelines for reduction of corruption risks	CPCB	31 May 2010 (practice of institutions surveyed) 31 December 2010 (guidelines drawn up)	Guidelines	Operational Strategy of the Corruption Prevention and Combating Bureau 2008-2010
<i>3.1. In the Field of Public-Private Partnership</i>					
13.	To analyse the practice of institutions in the field of public-private partnership from the point of view of corruption risks	CPCB	31 December 2013	Report on the practice of institutions in the field of public-private partnership	

No	Task	Responsible institution	Term for the execution	Result of activity/result-based indicator	Link to other development planning documents (where applicable)
<i>3.2. In the Field of Public Procurements</i>					
14.	To conduct analysis, as regards which exceptions to procurement procedures it is necessary to draw up guidelines and to draw them up in order to promote the observation of the principle of transparency, free competition and equality	CPCB MoF PMB	31 September 2011	Guidelines drawn up according to the results of analysis	
15.	To evaluate the potential solutions for improvement of liability for violations in the procurement process	MoF PMB	1 May 2010	Concept reviewed by the Cabinet	
<i>3.3. In Allocation of the Financing of the European Union and Other International Institutions</i>					
16.	To analyse the system for the control and supervision of allocation and introduction of the EU financing and the violations detected in the time period from 2007 to 2013	MoF CPCB	31 June 2013	Informative report on risks, including corruption risks, in relation to the allocation and acquisition of the financing of the European Union and other international institutions	Examination of project requests and fulfilment is provided for by the Operational Strategy of the Ministry of Finance 2007-2009 (updated for the time period 2008-2010)
4. Provision of Efficient Control over the Activities of such Public Officials who are Involved in the Processes of Allocating State and Self-government Property, as well as Financial Resources					
17.	To ensure signing of attestations of objectivity and confidentiality as regards the officials involved in allocation of the financing of the European Union and other international institutions	MoRDLG	As necessary, organising an evaluation of the submitted projects	Regulation provides for signing of attestations of objectivity and confidentiality for the referred to officials	
18.	To draw up guidelines, determining the circle of the officials to be inspected according to corruption risks and the amount of examinations, as well as to draw up the plan of inspections	CPCB	31 December 2009	Guidelines drawn up	
19.	To perform random pre-planned inspections of the activities of public officials in relation to allocation of the financing of the European Union and other international institutions	CPCB	Beginning from 2010	Number of the inspected officials	Operational Strategy of the Corruption Prevention and Combating Bureau 2008-2010

No	Task	Responsible institution	Term for the execution	Result of activity/result-based indicator	Link to other development planning documents (where applicable)
5. Control of the Activities of Public Officials in the Field of Preventing Conflicts of Interest					
20.	To develop a draft concept on further development of the Law On Prevention of Conflict of Interest in Activities of Public Officials	CPCB	31 December 2009	Draft concept submitted to the Cabinet	Operational Strategy of the Corruption Prevention and Combating Bureau 2008-2010
21.	To ensure consultations to the heads of institutions regarding prevention of conflict of interest	CPCB	Permanently	Discussions/meetings every year (at least one measure)	
22.	To draw up a concept on the potential solutions in order to ensure the publication of information regarding the administrative punishments applied to officials and the violations committed by officials, taking into account the Personal Data Protection Law	CPCB MoJ MoI	31 December 2010	Draft concept submitted to the Cabinet	
23.	To update information on the home page of the SRS, aggregating the most frequently asked questions and answers to them in relation to the information to be indicated in declarations of public officials	MoF VID	1 February of each year	Current information on the home page of the SRS, explaining the filling-in of declarations of public officials	
6. Improvement of the System for Control of the Income and Property Status of Public Officials					
24.	To prepare an informative report to the Cabinet on the problems in relation to issues of selecting the staff of capital companies and other State and self-government institutions not subordinate to the State civil service – transparency of the processes of taking the office, criteria for selection, etc.	SChanc MoF MoRD LG CPCB	1 June 2011	Informative report submitted to the Cabinet	

No	Task	Responsible institution	Term for the execution	Result of activity/result-based indicator	Link to other development planning documents (where applicable)
25.	To improve and expand the range of such measures, which are performed in order to efficiently identify the income of public officials, as well as to determine accurately the property status of public official, particularly at the beginning of an inspection or investigation	CPCB	31 December 2009	Foreign experience aggregated and recommendations developed	Report of Recommendations of the Second Evaluation Round of GRECO
7. Improvement of the Internal Control Mechanisms in State and Self-government Institutions					
26.	To update anti-corruption plans of institutions and self-governments, including to supplement them with the new tasks from this Programme	All State administrative institutions, self-governments	Once a year	Anti-corruption plans of institutions and self-governments updated	
27.	On the basis of the practice of institutions to develop guidelines for public officials on action in case if a bribe is offered	CPCB	31 December 2011	Guidelines drawn up	
28.	To update guidelines on identification of corruption risks of institutions, management and anti-corruption measures, including in cases where a corruptive violation has been detected, as well as to develop a sample anti-corruption plan or "standard"	CPCB	31 October 2009	Guidelines updated	
29.	To survey and analyse the practice of institutions in organising internal anti-corruption measures, introducing a regular evaluation of corruption prevention mechanisms of State institutions and self-governments	CPCB	31 December 2009 31 December 2011	Analysis performed, regular evaluation of corruption prevention mechanisms performed by institutions introduced	
30.	To develop guidelines on internal anti-corruption measures in the police, customs and border guard	CPCB	1 June 2010	Guidelines drawn up	Operational Strategy of the Corruption Prevention and Combating Bureau 2008-2010
31.	Development of an ethics code for persons employed in State administration	SChanc CPCB	30 September 2010	Regulatory enactment "Ethics Code for Persons Employed in State Administration" drawn up	Guidelines for the Development of the State Administrative Policy 2008-2013

No	Task	Responsible institution	Term for the execution	Result of activity/result-based indicator	Link to other development planning documents (where applicable)
32.	Informing of the persons employed in State administration and of the society regarding the basic principles of ethics in State administration	SChanc CPCB	Permanently, beginning from 2010	The number of seminars for employees of State administration on ethics and loyalty for introduction of the "Ethics Code for Persons Employed in State Administration" (3 seminars in 2009, 5 seminars in 2011, 5 seminars in 2013) ⁶	Guidelines for the Development of the State Administrative Policy 2008-2013
33.	To perform analysis on the quality of ethics codes drawn up by State institutions and self-governments and to update guidelines on the development of ethics codes, including to draw up the minimum requirements for the content of an ethics code and recommendations for putting ethics codes into practice in institutions	CPCB	1 June 2010 (analysis) 31 November 2010 (guidelines)	Guidelines drawn up	
34.	To ensure guidelines and training for tax inspectors regarding identification of signs of corruption	CPCB	31 November 2011	Measures directed towards increasing the level of the knowledge of tax inspectors	Report of Recommendations of the Second Evaluation Round of GRECO
8. Improvement of the System for the Protection of Public Officials who Inform regarding Corruption Offences					
35.	Improvement of the system for the protection of persons who report on corruption violations (informers), including by introducing regulation for the protection of such public officials who inform regarding the potential conflict of interest of public officials of another relevant institution or other violations of corruption nature in the relevant institutions, as well as regarding corruption offences identified by a public official in fulfilling direct duties	CPCB (develops regulation) All State institutions, self-governments (introduce)	31 December 2009	Draft regulatory enactment(s) has (have) been submitted to the Cabinet	Report of Recommendations of the Second Evaluation Round of GRECO Guidelines for the Development of the State Administrative Policy 2008-2013

⁶ Forecast of the State Chancellery, according to the Guidelines for the Development of the State Administrative Policy 2008-2013

No	Task	Responsible institution	Term for the execution	Result of activity/result-based indicator	Link to other development planning documents (where applicable)
36.	Education of employees of State and self-government institutions and inhabitants on the necessity to report on violations of the law in institutions. Informing regarding witness protection programmes and the possibilities of using them, protection of providers of information and provision of anonymity	CPCB SP	Not less than once in six months	Information ensured on the Internet – on the CPCB home page, as well as using the informative issue “ <i>Knaģis</i> ”	
9. Strengthening of Awareness of Inhabitants on Inadmissibility of Corruption and Negative Consequences Thereof, Promotion of Intolerance towards Manifestations of Corruption					
37.	Informing the society regarding the possibilities of submitting complaints and the procedures for examination thereof	CPCB MoI SP	Permanently	Information published on the home pages of institutions	
38.	To perform educational measures and to ensure training of teachers of economics, politics and social sciences of comprehensive schools	CPCB	31 December 2010 31 December 2011	Two training seminars	Operational Strategy of the Corruption Prevention and Combating Bureau 2008-2010
39.	To prepare study methodological materials for pupils of comprehensive schools regarding the most important issues of anti-corruption	CPCB	1 May 2010	(1) manual prepared	
40.	To promote the anonymous telephone of law enforcement institutions, operation of the Internet resources for co-operation with the society	SP, SBG, SRS, CPCB, PO	Permanently	Anonymous telephone numbers are available on the Internet, published in the press, the periodical issue of the CPCB “ <i>KNAGIS</i> ”, etc.	National Programme for the Prevention, Combating and Reduction of the Organised Crime 2006-2010
41.	Informing the society and mass media regarding the implemented anti-corruption measures and the detected cases of corruption	CPCB SRS MoI	Permanently	Informative measures	

No	Task	Responsible institution	Term for the execution	Result of activity/result-based indicator	Link to other development planning documents (where applicable)
10. Education of Public Officials in the Field of Ethics of Public Administration, Prevention of Conflict of Interest and Anti-corruption Measures					
42.	To ensure training of heads of institutions and responsible officials in identification of corruption risks in institutions and regarding anti-corruption organisational measures	CPCB	Permanently	At least one seminar a year	Operational Strategy of the Corruption Prevention and Combating Bureau 2008-2010
43.	To continue study programme for education of persons working in State administrative institutions and informing thereof regarding matters of ethics, issues regarding the measures for prevention of a conflict of interest and anti-corruption measures in order for these persons to train other employees of their institution	CPCB LSPA	Permanently	Study materials developed, employees of State administration trained so that they could conduct training in their institutions	
44.	To promote the electronic system for self-testing of knowledge for public officials regarding anti-corruption issues available on the CPCB home page	CPCB	Permanently	Information in the periodical issue of the CPCB "KNAĢIS"	
45.	To prepare and distribute an informative material, in electronic form, regarding the current events in the anti-corruption field to all public officials	CPCB	4 times a year	4 issues of the informative material "KNAĢIS" every year	
46.	To supplement the offer of study programmes for State institutions and self-governments for education and informing of employees regarding issues of ethics, issues regarding the measures for prevention of a conflict of interest and anti-corruption measures in order for these persons to train other employees of their institution	CPCB	31 June 2011	Training modules supplemented (available on the CPCB home page). Self-government employees trained	Operational Strategy of the Corruption Prevention and Combating Bureau 2008-2010

No	Task	Responsible institution	Term for the execution	Result of activity/result-based indicator	Link to other development planning documents (where applicable)
47.	On the basis of the submitted complaints on corrupt action in different State institutions and data of public surveys on institutions, which are most subjected to the risk of corruption, to organise discussions with representatives of the relevant institutions and sector in order to draw up recommendations for solving the problem	CPCB	Once a year	One discussion a year, in which recommendations for solving the problem are identified	
11. Improvement of the Quality of the Services Provided by State and Self-government Institutions, Greater Transparency and Efficient Involvement of the Society in Decision-making					
48.	To perform a risk evaluation in the process of application of tax exemptions and reliefs, including in relation to rebate of immovable property tax granted by self-governments in accordance with Section 5, Paragraph three of the Law On Immovable Property Tax	SRS CPCB (on reliefs granted by self-governments)	31 December 2009 31 December 2010 (on reliefs granted by self-governments)	Risk evaluation is taken into account in developing anti-corruption measures	
49.	To conduct an analysis of corruption risks in individual fields of licensing of entrepreneurship/issuance of permits	CPCB	30 June 2010	Proposals provided to responsible institutions for the prevention of corruption risks	
50.	To prepare an informative report to the Cabinet on the availability of information on home pages of institutions and the conformity thereof to the specified procedures	MoRDLG	30 June 2010	Informative report to the Cabinet	
51.	Establishment of electronic services so that, upon introducing remote customer service solutions, direct communication of the official and the customer could be prevented	All State administrative institutions	Permanently	Electronic services developed	Programme for the Development of Electronic Government 2005-2009 Guidelines for the Development of Information Society 2006-2013

No	Task	Responsible institution	Term for the execution	Result of activity/result-based indicator	Link to other development planning documents (where applicable)
52.	To conduct an analysis of communication of the SRS and clients thereof in order to prevent the possible risks of corruption	SRS	31 June 2010	Report on the results of survey of the SRS clients and efficiency of service procedures, including from the point of view of corruption risks so that measures for the prevention of corruption risks could be incorporated in the anti-corruption plan	
53.	Introduction of the Construction Information System (CIS)	MoE	31 December 2011	CIS established and introduced in 100% self-governments by 2011	
54.	Improvement of the Construction Information System, reviewing the construction control system and preparing proposals for improvement of the control system	MoE	31 December 2009	Draft regulatory enactment(s) has (have) been submitted to the Cabinet	
55.	To ensure inhabitants with access to information and communication possibilities with State and self-government institutions, thus performing preventive reduction of corruption risks	All institutions and self-governments	Permanently	Information regarding participation possibilities, current issues, different possibilities of communication is available and regularly updated on home pages of institutions	
56.	To simplify the procedures for fulfilment of customs and tax liabilities, to improve customer service and to reduce the direct and indirect costs of fulfilling the liabilities, concurrently ensuring the necessary control, using modern information technologies	SRS MoF	31 December 2009	Quick, convenient, modern and qualitative provision of services to the SRS clients ensured	Development Strategy of the State Revenue Service 2007-2009

No	Task	Responsible institution	Term for the execution	Result of activity/result-based indicator	Link to other development planning documents (where applicable)
57.	Ensuring of transparency regarding administrative processes of an institution and informing of the visitors regarding the work of the institution, ensuring that the information specified by the Cabinet is found on the home pages of institutions, including regarding the services provided thereby – samples of the documents to be submitted, the procedures for appeal of decisions and the procedures for determination of violations, for the existing working groups and contact persons thereof, etc.	MoRDLG All institutions	Permanently	Information referred to in the task available on the home pages of institutions	
58.	To draw up guidelines (to offer examples of good practice) for self-governments regarding what information should be reflected on home pages of self-governments	MoRDLG	1 April 2011	Guidelines for self-governments regarding information to be inserted on the home page of a self-government	
12. Improvement of the Quality of the Activities of Judges and Prevention of Corruption Risks in Court					
59.	Education of judges in issues of corruption prevention and ethics	CPCB Court Administration	Once a year	At least one educating measure a year	
60.	Strengthening of the principle of randomisation in the procedure for distribution of cases in courts	Court Administration MoJ	31 December 2011	Electronic distribution of cases ensured in all courts (development of regulation for the introduction of electronic distribution of cases in courts)	
61.	To ensure regular evaluation of the qualification and work results of judges	MoJ	31 December 2011	Development of regulation for the provision of regular evaluation of the qualification and work results of judges	
62.	To improve the procedures for disciplinary punishment of judges	MoJ	31 December 2011	Development of regulation for the improvement of the procedures for disciplinary punishment of judges	

No	Task	Responsible institution	Term for the execution	Result of activity/result-based indicator	Link to other development planning documents (where applicable)
63.	To provide proposals to the Ethics Commission of Judges according to the Bangalore Principles during the development of the Ethics Code for Judges	CPCB	31 December 2010	Proposals provided for improvement of the Ethics Code for Judges in order to supplement the Ethics Code for Judges accordingly	
64.	To prepare an analysis regarding corruption risks in the judicial system	CPCB	31 December 2011	Information included in the report on corruption risks is used for the development of anti-corruption measures in courts	
65.	To draw up proposals for anti-corruption measures in courts	CPCB	31 December 2012	Proposals for anti-corruption measures in courts submitted to the MoJ and the Ethics Commission of Judges	
13. Improvement of Possibilities for Detection and Proving of Criminal Offences in the Service of State Institutions, Provision of Progress of Rapid Criminal Proceedings of Good Quality					
66.	To conduct professional training of the staff of law enforcement institutions and raising of qualification thereof in combating economic crimes and organised crime	SP, SecP, SBG, SRS, CPCB, PO, OPLPDCA	31 December 2010	Creation of a training programme, training, trained employees, co-operation contacts obtained, exchange of experience taken place	National Programme for the Prevention, Combating and Reduction of the Organised Crime 2006-2010
67.	To evaluate the regulatory enactments regarding criminal liability for corruption criminal offences and trading in influence in accordance with the Criminal Law Convention On Corruption of the Council of Europe and GRECO recommendations, including to make amendments to the Criminal Law, determining liability for accepting illegal benefits, accepting offer thereof to a medical practitioner and determining liability for bribery to a medical practitioner	CPCB MoJ	31 March 2010	Draft concept submitted to the Cabinet	Evaluation Report on Latvia on Incriminations of the Third Evaluation Round of GRECO

No	Task	Responsible institution	Term for the execution	Result of activity/result-based indicator	Link to other development planning documents (where applicable)
68.	To co-operate with the Organisation for Economic Co-operation and Development (OECD) in relation to the Convention on Combating Bribery of Foreign Public Officials in International Business Transactions of 21 November 1997	MoFA CPCB	Permanently	Informative report on the progress of implementation of co-operation and the current situation in relation to expansion of OECD submitted to the Cabinet once a year	“Guidelines for the Co-operation of the Republic of Latvia and the Organisation for Economic Co-operation and Development (OECD)” (Cabinet Order No. 589 of 25 August 2004)
69.	In order to ensure the solving of corruption prevention and combating issues within the scope of protection the financial interests of the European Union, to maintain regular and close co-operation with the European Anti-Fraud Office (OLAF), including by active participation in the OLAF training, projects supported by the OLAF, continuing participation in the network of Anti-Fraud Co-operation Services (AFCOS)	MoF, PO, MoI, CPCB	Permanently	Participation in meetings of working groups	
70.	To ensure the introduction of the Decision 2008/852/JHA of the Council of the European Union (24 October 2008) on a contact-point network against corruption	CPCB	Permanently	Participation in meetings of working groups	

5. Planning of the Allocated and Additionally Necessary Financing Corresponding to the Tasks

The majority of the tasks of the Programme is related to the development of different regulatory enactments and improvement of regulation, as well as development of analytical reports, guidelines and methodologies, therefore, they will be implemented within the scope of the budget granted to State institutions. The research work will be ensured by the Corruption Analysis and Policy Planning Division of the CPCB, in its turn the tasks oriented towards training and the promotion of discussions are within the competence of the Public Relations and Education Division of the CPCB, thus they conform to the operational strategy of the CPCB and are part of the functions of the CPCB divisions and additional financing is not necessary for the performance thereof.

It should be noted that the majority of informative and educating materials will be distributed in electronic form, thus not causing additional expenditure.

Due to the horizontal nature of the corruption prevention and combating policy, individual tasks were overlapping with that planned in other development planning documents. The necessary financing has also been planned in these documents and the impact of these measures on the State budget has been analysed, therefore, the costs of the referred to tasks are not included within the expenditure of the Programme:

- informing of the persons employed in State administration and the society regarding the basic principles of ethics in State administration (Task No. 32 of the Programme, which is related to that specified in the Guidelines for the State Administration Development Policy 2008-2013);
- introduction of the Construction Information System (CIS) (Task No. 53 of the Programme, Operational Strategy of the Ministry of Economics 2007-2009);
- to conduct professional training of the staff of law enforcement institutions and raising of qualification thereof in combating economic crimes and organised crime (Task No. 66 of the Programme, which conforms to that specified in the National Programme for the Prevention, Combating and Reduction of the Organised Crime 2006-2010);
- to simplify the procedures for fulfilment of customs and tax liabilities, to improve customer service and to reduce the direct and indirect costs of fulfilling the liabilities, concurrently ensuring the necessary control, using modern information technologies (Task No. 56 of the Programme, which conforms to the Development Strategy of the State Revenue Service 2007-2009).

In general the implementation of the Programme measures in 2009 and in subsequent years will be ensured within the scope of the funds allocated from the State budget. It is planned to update the Programme in 2011.

6. Procedure for Reporting and Evaluation

Introduction of the Programme shall be co-ordinated by the CPCB. The institutions involved in the fulfilment of the Programme shall, by 31 January of the current year (from 2010), submit information to the Corruption Prevention and Combating Bureau on execution of the tasks.

The CPCB shall, by 1 March 2014, submit an informative report to the Cabinet on the implementation of the National Guidelines for the Corruption Prevention and Combating 2010-2013 and the Programme.