

## **NOMINEES AS UNCAC GOVERNMENTAL EXPERTS**

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## SELECTION GUIDELINES UNCAC GOVERNMENTAL EXPERTS



Under paragraph 21 of the *“Terms of Reference (TOR) of the Mechanism for the Review of Implementation of the United Nations Convention Against Corruption (UNCAC)”*, States Parties are enjoined to appoint up to **15 governmental experts** for the review process and provide the Secretariat of the Conference of States Parties with information on their professional background, current positions, relevant offices held and activities carried out, and areas of expertise.

The TOR further provides that a review phase is composed of two review cycles of five years each and that, by the end of a review cycle, each State Party must have undergone its own review and performed a minimum of one review and a maximum of three reviews. Reviews should ideally be designed to take no longer than 6 months.

In compliance with the TOR and in preparation for the Philippine review by Egypt and Bangladesh in Year 2 of the current review cycle, the Multi-Sectoral Anti-Corruption Council (MSACC), consisting of representatives from government, civil society, business, non-government professional groups, and development partners, will **call for nominees** and select the pool of 15 experts to be submitted to the Secretariat.

The MSACC, with the Office of the Ombudsman (OMB) as lead convener, will conduct the selection process in close coordination with the Office of the United Nations and other International Organizations of the Department of Foreign Affairs (DFA-UNIO).

### 1. JOB DESCRIPTION AND EXPECTED OUTPUTS

In the course of a review, governmental experts shall be guided by the relevant provisions of the UNCAC and the TOR, including the *“Guidelines for Governmental Experts and the Secretariat in the Conduct of the Review” (Guidelines)*. In this regard, governmental experts:

- shall bear in mind Article 4, paragraph 1, of the UNCAC, which states that States Parties shall carry out their obligations in a manner consistent with the principles of sovereign equality and territorial integrity of States and of non-intervention in domestic affairs,
- shall study thoroughly the UNCAC, the TOR, and Guidelines,

- familiarize themselves with the “*Legislative Guide for the Implementation of the UNCAC*” and with the official records (*travaux préparatoires*) of the negotiation of the UNCAC,
- shall, during all interactions within the review process, respect the collective approach, act with courtesy and diplomacy, remain objective and impartial,
- shall be flexible in their approach and ready to adapt to changes in schedules, which include trainings to familiarize themselves with the Guidelines and enhance their capacity to participate in the review process,
- (of the State Party under review) shall play a key role in the preparation of the **response to the comprehensive self-assessment checklist**, which must be made through broad consultations at the national level with all relevant stakeholders, including the private sector, individuals and groups outside the public sector,
- (of the reviewing States Parties) shall conduct a **desk review** of the response to the comprehensive self-assessment checklist and submit its outcome to the Secretariat, together with requests for clarification or additional information or supplementary questions, if any,
- (of the reviewing States Parties) shall not be influenced in their assessment of the implementation of the UNCAC and must make their own analysis of the facts provided by the State Party under review,
- shall remain neutral and not voice personal opinions during meetings (tele/video-conferences/country visits/joint meetings at the UN office in Vienna, Austria) designed to further complement the desk review, and
- shall maintain the confidentiality of all information obtained in the course of, or used in, the country review process, as well as the **country review report**, which will be finalized based on consensus among governmental experts of both the State Party under review and the reviewing States Parties

## 2. SELECTION CRITERIA

### *2.1 Eligibility*

Nominees should be Filipino citizens, not more than 60 years of age, of known probity, credibility, and independence, and must not have been convicted of any administrative and/or criminal offense.

### *2.2 Qualification Standards*

- a. work and related experiences in relevant fields, preferably with papers/research/reports published or presented in international conferences
- b. with advance professional degree in relevant fields
- c. with special training in relevant fields

### *2.3 Supporting Documents*

- a. passport (first page)\*
- b. school documents and/or training certificates\*
- c. detailed curriculum vitae : showing nature of work, relevant experiences, and professional engagement/advocacy
- d. sworn statement of no prior conviction
- e. sample of papers, research, reports published or presented in international conferences\*

*\*Please bring originals for comparison with photocopies.*

## 3. SELECTION PROCESS

### *3.1 Pre-Selection*

- The MSACC will call for nominees by writing the heads of relevant agencies/organizations, including the Office of the Executive Secretary. The Secretariat's "*Governmental Experts Template*" will be attached to the letter.
- Designated members of the OMB's UNCAC Review TWG will convene and brief the heads of relevant agencies/organizations on the:
  - a. 5 UNCAC thematic areas,
  - b. TOR,
  - c. Governmental Experts Template, and
  - d. Selection Guidelines.

### 3.2 Nomination

- heads of relevant agency/organization submit nominee/s
- nominees accept nomination
- nominees submit supporting documents to the OMB's UNCAC Review TWG

### 3.3 Screening

MSACC's Technical Working Committee will undertake the following:

- publishes the list nominees in the websites of the OMB, MSACC-agencies/organizations, and DFA
- screens nominees (desk review, background investigation) and submits to MSACC the short list of nominees (at least 20 nominees)

MSACC, *en banc*, will undertake the following:

- conducts validation interview of shortlisted nominees
- issues final list of selected nominees

#### ***Weighted Score:***

work and related experiences in relevant fields, preferably with papers/research/reports published or presented in international conferences.....	50%
advance professional degree in relevant fields.....	20%
special training in relevant fields.....	10%
interview.....	20%
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Total.....	100%

## **ANNEX A. INDICATIVE TIMELINE:**

### **FRI (1 JULY 2011)**

- farm out letters to relevant agencies/organizations

### **FRI (8 JULY 2011)**

- one-shot consultation/briefing for agency/organization heads (with breakout groups by thematic areas)

### **TUES (2 AUGUST 2011)**

- deadline of submission of nominees

### **FRI (5 AUGUST 2011)**

- publication of nominees

### **MON (8 AUGUST 2011)**

- MSACC TWC, with assistance from UNCAC Review TWG, to screen and submit to MSACC shortlist of at least 20

### **MON-TUES (15-16 AUGUST 2011)**

- MSACC to conduct validation interview

### **WED (17 AUGUST 2011)**

- MSACC TWC, with assistance from UNCAC Review TWG, to prepare final list of 15 experts for final deliberation and confirmation

### **THURS (18 AUGUST 2011)**

- MSACC deliberates and issues final list of 15 experts