



DRAFT
1.11.2005

TERMS OF REFERENCE

SPAI ANNUAL AWARD



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I. Background

During the 8th SPAI Steering Group Meeting that took place in Bucharest on November 4th, the proposal of an annual award was launched.

Members of the SPAI Steering Group approved in principle the idea and tasked the Regional Secretariat to develop a proposal regarding the rules and mechanisms necessary for implementing the proposal.

Furthermore, the SPAI Chairman obtained the approval of Mr. Busek, the Special Coordinator of the Stability Pact, during the Ministerial Conference organised in May 2005, in Brussels.

The current document was designed in order to provide a starting point for the discussions and decisions to be taken by the Steering Group during its 9th Meeting in Ohrid, November 4 – 5, 2005.

II. Purpose of the Award

The SPAI annual award is designed to publicly acknowledge and promote the success stories from the region in the fight against corruption. The award will be received by those individuals that proved their high integrity standards, professional skills and commitment in curbing corruption.

III. Eligibility:

The persons eligible for the Annual SPAI Award must have the following cumulative requirements:

- Citizens of one of the SPAI member countries;
- Persons involved for at least five years within the anticorruption activities;
- Person with proved high moral and integrity standards;

IV. Award criteria:

The candidate should meet the following criteria:

- **Promoter of zero tolerance to corruption**
 - outstanding contributions in promoting the fight against corruption both at national and regional level;
 - determination, uncommon vision, courage and perseverance in her/his activity
- **Personal example, leadership and inspiration**
 - concrete and measurable success in the accomplishment of her/his duties;
 - ensuring strategic direction and planning, overseeing risk management and implementing internal control;
 - building trust within the organisation and involvement of all partners and stakeholders;



■ **Communication and transparency**

- Building open and direct communication with general public;
- Creating and promoting the flow of information towards the public

V. Number of awards:

Alternative proposals:

- 1 award per region
- 1 award per region and 1 award per each country
- 3 awards per region on 3 categories: prevention, combating and research.

VI. Award token:

- Engraved plaque accompanied by a letter of citation.
- RSLO will cover travel and accommodation expenses for the Award Ceremony.

VII. Selection procedure:

- **Step one** - Creation of the Regional and National Selecting Committees/Boards.

SPAI Chairman initiates the creation of the Selecting Committee/Board by extending invitations to personalities involved in the fight against corruption region and worldwide. Upon the receipt of the confirmation of their participation within the Committee/Board, the SPAI Chairman announces the initiation of the Selection process.

In the same time, immediately after the Steering Group meeting, the senior national representatives will initiate the internal consultation process for creating a national committee/board and agreeing the final criteria for candidates' selection. In the consultation process will be included national personalities, specialised NGOs, investigative journalists experienced with corruption cases, etc. The aim is to have a wide public agreement and recognition for our award efforts.

- **Step two** - Initiation of the process

SPAI Chairman initiates the procedure by extending, to all eight SPAI Senior representatives, the initiation request for submitting applications;

- **Step three** - Selection at national level

SPAI senior representatives will conduct, within a three months timeframe the procedure for selecting the national candidate for the SPAI award.



■ **Step four** - Decision of the Selecting Committee/Board

Based on the proposals for candidates received from the member countries, the Committee/Board, within a one-month timeframe issues a decision regarding the winner of the award and the criteria considered in making the decision

■ **Step five** - Award Ceremony

Following the SPAI Chairman proposal, SPAI RSLO will organize the Award Ceremony within a one month timeframe from the decision of the Committee/Board.

VIII. Timeline:

Date	Action
After the SPAI SG until 25 th of January 2006	Initiation of the procedure by creating the Regional and National Selection Committees/Boards
31 st of January 2006	Official invitation sent to the Senior Representatives to initiate the selection process
April 2006	Each Senior representative submits the proposal for the national candidate
May 2006	Decision of the Committee/Board
June 2006	Award Ceremony

IX. Nomination form (please see next two pages)



NOMINATION FORM
FIRST SPAI ANNUAL AWARD

1.	COUNTRY	
2.	NOMINEE/CANDIDATE	Name
		Contact info: tel. fax. working address e-mail
		Occupation/title
3.	NOMINATOR	Name
		Contact info: tel. fax. working address e-mail
		Occupation/title
		Relation with the Nominee
4.	SUMMARY STATEMENT In 150 words or less please give a concise summary of the contribution of the nominee/ applicant. Please list 4 reasons why you feel your candidate should be awarded a SPAI Annual award. <div style="margin-left: 20px;"> <input type="checkbox"/> <hr/><hr/><hr/><hr/> <input type="checkbox"/> <hr/><hr/><hr/><hr/> <input type="checkbox"/> <hr/><hr/><hr/><hr/> </div>	



	<p><input type="checkbox"/></p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	
<p>5.</p>	<p>CANDIDATE SELF PROFILE</p> <p>This section is for the nominated candidate to indicate why they feel their achievements are particularly notable and to detail any future plans to which the winning of the prestigious SPAI Annual Award would contribute.</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	

All nomination forms should be submitted no later than.....

All nominations form will be acknowledged upon receipt.

Please send completed nominations to the SPAI Regional Secretariat at:

Fax: .0038733.550.221

E-mail: sukovicv@lol.ba or calinescucv@lol.ba

Or directly on INTERNET to the SPAI Award Section at www.spai-rslo.org