



European Commission
Commission européenne



Council of Europe
Conseil de l'Europe

Project: Ethics for the Prevention of Corruption in Turkey

(Workplan of Activities)

version of 30 January 2008

| <i>Reference</i> | <i>Description of Activities</i> | <i>Expected Indicators and Activity Interventions/Outcomes</i> | <i>Timing/Venue</i> | <i>Participating Institutions</i> | <i>Inputs from the CoE</i> |
|----------------------------|---|--|-------------------------------|-----------------------------------|--|
| Overall objective: | To contribute to the prevention of corruption in Turkey in accordance with European and other international standards | | | | |
| Specific objective: | To ensure the effective implementation of the Code of Ethics for public officials and the adoption of such codes by other categories of officials | Overall Indicators: <ul style="list-style-type: none"> ▪ Level of compliance with the Code of Ethics for Public officials in terms of: ▪ Number of complaints received and investigated ▪ Number of training activities carried out in different institutions ▪ Activities carried out by Ethics Commissions ▪ Adoption of a Code of Ethics by the Judiciary ▪ Adoption of a Code of Ethics by the Parliament | | | |
| Output 1: | The staff of the Council of Ethics are trained and have the necessary working tools and procedures to better exercise their mandate | Overall Indicators: <ul style="list-style-type: none"> ▪ Number of meetings held by the Council of Ethics ▪ Number of complaints treated and investigations completed ▪ Quality of work plan ▪ Development of procedures manual ▪ Quality of reports prepared by the Council of Ethics | | | |
| Activity 1.1 | Review of the working procedures of the Council of Ethics of Public Officials and its secretariat: Submission of proposals and recommendations for the improvement. | Round Table Discussion No. 1 on reviewing issues of concern and current status of the working procedures of the Ethics Council. | February/March 2008 Ankara | Ethics Council | Long-term adviser Up to 5 work days of short-term consultants |
| | | Round Table Discussion No. 2 on the Technical Paper on Recommendations and Proposals on the improvement of | April 2008 Ankara | Ethics Council | 2 round-table discussions |

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| | | the working procedures of the Ethics Council. | | | |
| Activity 1.2 | Training of the secretariat of the Ethics Council on the management of complaints received and implementation of Ethics Principles in line with international standards | Training Conference on the “International Standards on the Principles of Ethics” for Ethics Council and Government authorities | May 2008 Ankara | Ethics Council Secretariat of the Ethics Council Disciplinary Boards | Long-term adviser Up to 10 work days of short-term consultants 2 Training conferences |
| | | Training Conference on the “Management of Complaining and Responding Procedures of the Ethics Council” | June 2008 Ankara | Ethics Council Secretariat of the Ethics Council Disciplinary Boards | |
| Activity 1.3 | Train the staff of the Ethics Council in the investigation of complaints | Training Session No. 1 on “Investigation of Complaints” for the secretariat of the Ethics Council—Certificate of Training | June 2008 Ankara | Secretariat of the Ethics Council | Long-term adviser Up to 10 work days of short-term consultants 2 Training conferences and round-table discussions |
| | | Training Session No. 2 on “Investigation of Complaints” for the secretariat of the Ethics Council—Certificate of Training | July 2008 Ankara | Secretariat of the Ethics Council | |
| Activity 1.4 | Study visits of members and the staff of the Ethics Council to study the experience of similar bodies in other European Union countries | Five Days Study Visit No. 1 to an EU counterpart institution (10 Persons) | Ireland/UK June 2008 | Secretariat of the Ethics Council Standard Board for England Ethics Commission, Ireland | 2 International Travels to other international Ethics offices/Countries 10 Days in total for two visits 20 – 24 Persons in total |
| | | Five Days Study Visit No. 2 to an EU counterpart institution (10 Persons) | France (to be confirmed) June 2009 | Commissions of Ethics Ethics Council Secretariat of the Ethics Council Civil Society (subject to their own funding) Office of for Services of the Prevention of Corruption/Ministry of Justice, France (TBC) | |
| Output 2: | A training package is available to support the application of the code of ethics for public officials | <ul style="list-style-type: none"> ▪ The draft training package is available by month 6 ▪ The final package is available by month 10 and the training CD by | | | |

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| | | month 12 <ul style="list-style-type: none"> ▪ Quality of the training package ▪ Project reports | | | |
| Activity 2.1 | Provision and dissemination of materials on training for ethics and on international standards and tools on enhancement of ethics from other countries | Review, Translation of models and good practices that exist in other European countries on training for ethics and on international standards and tools on enhancement of ethics | February/March 2008 Ankara | Secretariat of the Ethics Council | Translation in writing of approx 200 pages Translation and Round Table Costs |
| | | Dissemination and Introduction of the materials for the Ethics Committees | April 2008 Ankara | Secretariat of the Ethics Council All Ethics Commissions | |
| Activity 2.2 | Develop a coherent training package and curriculum for ethics training based on the provisions of the Code of Ethics | Working and Consulting Sessions between the Ethics Council/ Secretariat and Experts on assessment and drafting of the training package and of the curriculum for ethics training based on the Code of Ethics and for the public officials | Ankara Start April 2008 End: Sept 2008 | Secretariat of the Ethics Council Other public institutions and academia (experts) | Long-term adviser Up to 20 work days of short-term consultants |
| Activity 2.3 | Finalise the training package and make it available to different institutions for in-service training | Following a testing of the training package (under outputs 4 and 5)— hold a consulting table on the lesson learned and issues of concern coming out of the testing of package and trainings and conduct the last review to Finalise the Training Package; | October 2008 Ankara | Secretariat of the Ethics Council | Long-term adviser Up to 8 work days of short-term consultants |
| | | Introduce and disseminate the training package to all institutions for internal trainings along with guidelines for trainers. | December 2008 Ankara | Secretariat of the Ethics Council | |
| Activity 2.4 | Make available a CD suitable for computer-based training | Produce and disseminate a Training CD/ suitable for computer –based training by including in it the Final Training Package | January 2009 Distribution at large in all 81 provinces | Secretariat of the Ethics Council | Cost for publication and production of CD Cost of Distribution |
| Output 3: | At least 10 trainers have been trained and are able to deliver ethics training | <ul style="list-style-type: none"> ▪ Quantity and quality of training activities carried out by trainers ▪ Project reports ▪ Study on the effectiveness of the | | | |

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| | | Code of Ethics <ul style="list-style-type: none"> Trainers will remain available for training activities | | | |
| Activity 3.1 | Select 10 to 15 trainers from training institutions of the public administration | Conduct consulting and information sessions with the relevant public administration training institutions to identify and assess about 10-15 potential Trainers. Initiate a protocol or MOU with respective institutions prior to the selection and training of the trainers. | June/July 2008 Ankara | Ministry of Health Ministry of Education Ministry of Interior Ministry of Justice State Planning Organisation and other interested institutions | Long-term adviser Up to 8 work days of short-term consultants |
| Activity 3.2 | Train the trainers in the application of the training package of the "Code of Ethics" | Train the Trainers Workshop No.1 on "Application of Code of Ethics" | October 2008 (Back to back) | To be confirmed as above | Long-term adviser Up to 15 work days of short-term consultants 2 train the trainer workshop |
| | | Train the Trainers Workshop No.2 on "Application of Code of Ethics" | October 2008 (Back to back) | To be confirmed as above | |
| Activity 3.3 | Trainers Initiate the preparation for the delivery of the initial training activities (under outputs 4 and 5) | Consulting and drafting sessions in support the newly trained trainers in the preparation and design of the initial training, curricula and training methodology and tools prior to actions that are planned to be taken under Output 4 and Output 5. | November 2008 throughout November 2009 | To be confirmed as above | Long-term adviser Up to 5 work days of short-term consultants Up to 1-2 train the trainer workshops |
| Output 4: | The governors, deputy governors, district governors and members of ethics commissions of the 81 provinces have been trained in the application of the code of ethics for public officials | <ul style="list-style-type: none"> Number of training activities carried out Follow up activities by provincial officials Number of complaints received and investigated; Project reports Study on the effectiveness of the Code of Ethics | | | |
| Activity 4.1 | Organise up to 10 training events for governors, deputy governors, and district | Training Event No.1 Istanbul | November 2008 Istanbul | Governors, Deputy Governors, District Governors, Mayors | Long-term adviser 21 w/days of ST 10 events in provinces |
| | | Training Event No. 2 – Bursa | December 2008 Bursa | | |

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| | governors , on the application of the Code of Ethics and implementation aspects of complaining procedures. | Training Event No. 3 - Izmir | January 2009 Izmir | Secretariat of the Ethics Council Trained Trainers | Translation/ productions/training materials/Interpretati on Costs of Transport Lodging for 250 prs. for 20 days |
| | | Training Event No. 4 – Antalya | February 2009 Antalya | | |
| | | Training Event No. 5 – Kayseri | March 2009 Kayseri | | |
| | | Training Event No. 6 – Diyarbakir | April 2009 Diyarbakir | | |
| | | Training Event No. 7 – Erzurum | May 2009 Erzurum | | |
| | | Training Event No. 8 – Trabzon | June 2009 Trabzon | | |
| | | Training Event No. 9 – Samsun | July 2009 Samsun | | |
| | | Training Event No.10 – Adana | September 2009 Adana | | |
| Activity 4.2 | Organise up to 15 training events for members of ethics commissions in <u>provinces</u> and <u>municipalities</u> on the application of the Code of Ethics and implementation aspects of complaining procedures | Training Event No.1 – Istanbul | November 2008 Istanbul | Ethics Commissions in Provinces Ethics Commission in the Municipalities Secretariat of the Ethics Council Trained Trainers | Long-term adviser 21 w/d days of ST 15 events in provinces Translation/productio ns/Photocopy/distribu tion of training materials Interpretation Costs Transport for 15 Lunch/ Dinners for 300 Persons for 30 Days |
| | | Training Event No. 2 – Bursa & No.3 – Eskisehir | December 2008 Bursa &Eskisehir | | |
| | | Training Event No. 4 – Izmir | January 2009 Izmir | | |
| | | Training Event No. 5 – Antalya | February 2009 Antalya | | |
| | | Training Event No. 6– Kayseri | March 2009 Kayseri | | |
| | | Training Event No. 7 – Diyarbakir& No. 8 – Malatya | April 2009 Diyarbakir | | |
| | | Training Event No. 9 – Erzurum | May 2009 Erzurum | | |
| | | Training Event No. 10 – Trabzon | June 2009 Trabzon | | |
| | | Training Event No. 11 – Samsun | July 2009 Samsun | | |
| | | Training Event No.12 – Adana & No. 13 G.Antep | September 2009 Adana &G.Antep | | |
| | | Training Event No. 14 Bolu and No. 15 Van | October 2009 Bolu &Van | | |

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| Output 5: | Officials of central institutions and organisations responsible for ethics (members of the ethics commissions and senior managers) have been trained in the application of the code of ethics for public officials | <ul style="list-style-type: none"> ▪ Number of training activities carried out ▪ Follow up activities by ethics commissions and senior managers ▪ Number of complaints received and investigated ▪ Project reports ▪ Study on the effectiveness of the Code of Ethics ▪ Officials from different institutions make use of the skills acquired and follow up with ethics activities in their respective institutions | | | |
| Activity 5.1 | Organise up to 6 training events for members of ethics commissions and officials <u>responsible for in-service training in different institutions</u> of the public administration | Training Event No.1 – Ankara | January 2009 | Ethics Commissions from the Central Institutions | Long-term adviser 12 w/d of ST consultants Cost of 6 training events Lunch/ Dinners for 1050 Prs for 12 Days Interpretation Costs Translation/productio ns/ of training materials |
| | | Training Event No. 2 – Ankara | February 2009 | | |
| | | Training Event No. 3 – Ankara | March 2009 | | |
| | | Training Event No. 4 – Ankara | April 2009 | Secretariat of the Ethics Council | |
| | | Training Event No. 5 – Ankara | May 2009 | | |
| | | Training Event No. 6 – Ankara | June 2009 | Ethics Council | |
| Activity 5.2 | Organise up to 4 training events for senior officials of central level institutions of the public administration (<u>under secretary, general director, president, general secretary and deputy general secretary levels</u>) | Training Event No.1 – Ankara | January 2009 | Ethics Commissions from the Central Institutions | Long-term adviser 8 w/d of ST consultants Cost of training events Lunch/ Dinners for 100 Persons for 4 Days in Interpretation Costs Translation/productio ns/ of training materials |
| | | Training Event No. 2 – Ankara | May 2009 | | |
| | | Training Event No. 3 – Ankara | June 2009 | Secretariat of the Ethics Council | |
| | | Training Event No. 4 – Ankara | October 2009 | | |
| | | | | Ethics Council | |
| Output 6: | At least 10 research studies are | <ul style="list-style-type: none"> ▪ Quantity and quality of research | | | |

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| | available on the risks of corruption in relation to unethical behaviour and have been discussed in public | <ul style="list-style-type: none"> studies ▪ Number of public workshops and feedback received ▪ Project reports ▪ Contribution of the relevant authorities to the research studies and active participation into workshops; ▪ Usage of the results of the research studies/outcomes in designing specific anti-corruption measures | | | |
| Activity 6.1 | Initiate the identification of subject matter preparation and of the TORs for at least 10 research studies on <u>ethics issues and corruption</u> in general. | Working Table with the Ethics Council on the Identification of the 10 Research Studies Themes and expected outcomes | February 2008 | Secretariat of the Ethics Council Senior Officials from selected public institutions | Long-term adviser Up to 20 work days of short-term consultants Cost for 10 research studies |
| | | Drafting of the TORs for 10 Research Studies | March 2008 Oct/Nov 2008 | Secretariat of the Ethics Council | |
| | | Tender Procedures for commissioning of 10 research studies to different institutions (consultancies/NGOs/Academia) | April 2008 (6/10) Nov 2008 (4/10) | Open to tender applicants (<i>based on the procurement rules of the CoE</i>) | |
| Activity 6.2 | Organise the publication of the results of these studies | Commissioning of Publication and carrying of Dissemination of 10 Research Studies 6 research studies- 2008 4 research studies-2009 | Ankara and provinces August 2008 January 2009 | Open to tender applicants (<i>based on the procurement rules of the CoE</i>) | Cost of Publication/Translation and Dissemination |
| Activity 6.3 | Support the Ethics Council in the organisation of up to 2 public workshops on the results of these studies | Public Workshop No 1 on the Results of the 6/10 Research Studies | Ankara January 2009 | Ethics Council | Up to 5 workshops Cost for up 2 events Catering for 65 Persons for 2 Days in Total Interpretation Costs Preparation of materials and productions/Photoco |
| | | Public Workshop No 2 on the Results of other 4/10 Research Studies | Ankara October 2009 | Secretariat of the Ethics Council | |

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| | | | | | py/distribution of training materials |
| Output 7: | The development of codes of conduct for elected office holders and the judiciary will have been supported | <ul style="list-style-type: none"> ▪ Availability of proposals for codes of conduct for elected officials and the judiciary ▪ Number of workshops held; ▪ Studies on the effectiveness of anti-corruption measures ▪ Project reports; ▪ Adoption of proposed code of conducts | | | |
| Activity 7.1 | Organise workshops on codes of conduct for <u>elected office holders</u> and the <u>judiciary</u> to identify possibilities for the development of such codes | Workshop No. 1 on Code of Conducts for Elected Office Holders | Ankara November 2008 <i>(Back to back)</i> | Government institutions Parliament | Long-term adviser 5 w/d of ST consultants 2 workshops; Cost of 40 Prs for 2 Days; Interpretation distribution of materials |
| | | Workshop No. 2 on Code of Conducts for Judiciary members | Ankara November 2008 <i>(Back to back)</i> | Ministry of Justice and Prosecution | |
| Activity 7.2 | Support the review and drafting sessions of identified Codes of Conduct for elected office holders through workshops and direct technical advice | Review and Drafting Workshop/Sessions No.1 | Ankara January/March 2009 | Government institutions Parliament | Long-term adviser 10 w/d of ST consultants 3 workshops Catering for 30 Prs for 3 Days; Interpretation Preparation of materials |
| | | Review and Drafting workshop/Sessions No. 2 | May/June 2009 | Ministry of Justice and Prosecution | |
| Output 8: | The effectiveness of codes of conduct and other anti-corruption measures in Turkey will have been evaluated and recommendations for future prevention strategies are available | <ul style="list-style-type: none"> ▪ First study available by month 8 ▪ Further studies available by month 22 ▪ Quality of studies/ recommendations ▪ Project reports ▪ The results of the research studies will be followed up and feed into improved corruption prevention | | | |

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| | | strategies | | | |
| Activity 8.1 | Carry out system studies evaluating the effectiveness of anti-corruption measures implemented in recent years, including criminal law measures, the public information act, the Code of Ethics | System Study No. 1: Effectiveness of AC measures through Code of Ethics | Ankara May/September 2008 | -Ethics Council -Secretariat of the Ethics Council -Ethics Commissions -Civil Society | Long-term adviser 24 w/d of ST consultants 4 studies Interpretation Costs Preparation of materials and productions/Photocopy/distribution of materials |
| | | System Study No. 2: Effectiveness of AC measures through the public Information Act | Ankara Feb/April 2009 | Ministry of Justice Secretariat of the Ethics Council Public Information Council Civil Society | |
| | | System Study No. 3: Effectiveness of AC measures in Criminal Law | Ankara May/September 2009 | Ministry of Justice /Courts/ Prosecution/Law Enforcement Secretariat of the Ethics Council | |
| | | System Study No. 4: Effectiveness of AC measures through disciplinary provisions in the legislation and existing structures | Ankara Aug/October 2009 | Ministry of Justice /Courts/ Prosecution Secretariat of the Ethics Council Pubic Administration Disciplinary Boards | |
| Activity 8.2 | Submission of Proposals on specific Anti-corruption measures based on the Study Outcomes | Proposal No.1 on Effectiveness of AC measures in Criminal Law | Ankara October 2008 | Ministry of Justice /Courts/ Prosecution Secretariat of the Ethics Council | Long-term adviser Up to 12 work days of short-term consultants |
| | | Proposal No.2 on Effectiveness of AC measures through the public Information Action | Ankara April 2009 | Secretariat of the Ethics Council Civil Society Ethics Council Ethics Commissions | |
| | | Proposal No.3 Effectiveness of AC measures through Code of Ethics | Ankara September 2009 | Ministry of Justice /Courts/ Prosecution Secretariat of the Ethics Council Pubic Administration Disciplinary Boards | |

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| | | Proposal No. 4 Effectiveness of AC measures through disciplinary provisions in the legislation and existing structures | Ankara October 2009 | Ministry of Justice /Courts/ Prosecution Secretariat of the Ethics Council Pubic Administration Disciplinary Boards | |
| Activity 8.3 | Organise up to 2 national conferences on the prevention of corruption in Turkey | National Conference No. 1 on Prevention of Corruption | Ankara December 2008 | Ethics Commissions and other relevant public institutions/ judiciary/civil society and business community representatives | Catering for 60 Prs for 2 Days; Interpretation Preparation of materials productions/Photocopy/distribution materials Cost of 2 nat. conf. |
| | | National Conference No. 2 on Prevention of Corruption | Istanbul September 2009 | Ethics Commissions and other relevant public institutions/ judiciary/civil society and business community | |
| Output 9: | Coordination of measures to promote ethics with other anti-corruption measures in Turkey ensured | <ul style="list-style-type: none"> ▪ Availability of proposals for improved coordination ▪ Number and quality of meetings held with the technical commissions and other institutions responsible for anti-corruption measures in Turkey ▪ Project reports ▪ GRECO reports ▪ EU/EC reports | | | |
| Activity 9.1 | Support the organisation of regular meetings (once every six months) with the technical commission assisting the Inter-ministerial Anti-corruption Commission | Holding of every-six month meetings with the technical commission, and supporting the meetings/procedures through technical advice and share of best practices. Initiate issuance of recommendations for introducing anti-corruption policies and specific measures based on Project's outcomes | Ankara May 2008 November 2008 May 2009 October 2009 | Increasing Transparency in Turkey and good governance Commission Secretariat of the Ethics Council | Long-term adviser 10 w/d of ST consultants Preparation of materials productions/Photocopy/distribution of materials |
| Activity 9.2 | Develop proposals for improved | Submit proposals/recommendations on: | Ankara May 2008 | Increasing Transparency in Turkey and good | Long-term adviser 10 w/d of ST |

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| | management, coordination and monitoring of anti-corruption strategies in Turkey | <ul style="list-style-type: none"> ▪ Management; ▪ Coordination; ▪ Monitoring Tools of Anti-corruption Strategies in Turkey | Oct 2008 May 2009 Oct 2009 | governance Commission Secretariat of the Ethics Council Ethics Commissions Inspection Boards Disciplinary Boards | consultants Preparation of materials productions/Photocopy/distribution of materials |