



FOLLOW-UP MECHANISM FOR THE  
IMPLEMENTATION OF THE INTER-AMERICAN  
CONVENTION AGAINST CORRUPTION  
Thirtieth Meeting of the Committee of Experts  
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## **METHODOLOGY FOR PRESENTING BEST PRACTICES ON PREVENTING AND COMBATING CORRUPTION AND FOR COMPILING THEM, DISSEMINATING THEM, AND PROMOTING THEIR USE**

### **I. INTRODUCTION**

This document contains the methodology for MESICIC member States to present best practices related to preventing and combating corruption; their compilation by the MESICIC Technical Secretariat; as well as their dissemination and promotion of their use, pursuant to the recommendation made during the Fourth Meeting of the Conference of States Parties to the MESICIC held in Washington, DC, United States, in December 2015. Chapter X, paragraph 39 of the recommendations (MESICIC/CEP-IV/doc.2/15 rev.1) concluded the following: “Recommend to the Committee that, in order to take greater advantage of the best practices that the States Parties wish to share related to preventing and combating corruption, that the Committee continue to be consolidated as a forum and repository of such practices and, to that end, based on a proposal prepared by the Technical Secretariat, it adopt a methodology that, among others, facilitates the presentation of best practices and for which the Technical Secretariat, when developing it, can compile those practices by thematic area, disseminate them, and make them available to the Committee so that their use may be systematically promoted and so that the States Parties can benefit from the responses and solutions they may find in such practices in order to address the challenges they face.”

Pursuant to the above, the methodology will first address the presentation by the MESICIC member State of their best practices related to preventing and combating corruption; second, it will address the compilation of them by the Technical Secretariat of the MESICIC; and third, it will provide for their dissemination and promotion of their use.

### **II. PRESENTATION**

The MESICIC State members who wish to share the actions they consider best practices for preventing and combating corruption may do so on the following occasions:

- a) Along with their response to the questionnaire the Committee adopts for each round of review, completing the standard format on best practices attached to said questionnaire. The best practices on which the countries report in this way shall continue to be disseminated on MESICIC’s website (Anti-Corruption Portal of the Americas) as an integral part of this response.

- b) During the plenary meetings held by the Committee over the course of each round of review, communicating this to the Technical Secretariat at least two weeks prior to the corresponding meeting and completing the standard form on best practices attached to the present methodology. The best practices on which the countries report in this way shall be compiled and disseminated, and their use shall be promoted in line with what is set forth in sections III, IV, and V of the present methodology.

What is indicated in the paragraph above does not prevent a State, if it deems it advisable, from addressing other aspects of the best practice in question that are not provided for in the standard format attached to the present methodology and making its verbal presentation to the Committee's plenary session as it deems most suitable, ensuring it is as concise as possible, in light of the time available on the agenda and the schedule set by the Committee for the meeting.

### **III. COMPILATION**

The Technical Secretariat, within available resources, will electronically compile the information contained in the standard format attached to the present document which, with respect to the best practices to be submitted at a plenary session of the Committee, the States shall be sending, in line with the thematic areas of the Inter-American Convention against Corruption which they refer to, as well as annexes attached to them, during the two 6-month periods corresponding to the two plenary meetings held by the Committee each year, so that an updated compilation of these best practices may be available.

### **IV. DISSEMINATION**

The Technical Secretariat will disseminate the compilation of the best practices referred to in the previous paragraph via the MESICIC's webpage (*Portal Anticorrupción de las Américas*) in a section set aside for such purpose, thereby making it easy to access. In this section, visitors will also have access to the documents that States have provided in conjunction with each best practice.

### **V. PROMOTION OF USE**

In order for States to consider putting the best practices that have been shared by their peers in the framework of the MESICIC to use to prevent and combat corruption, through the standard format attached to the present document, during the plenary meetings, the Committee will open a space so that:

- 1) States wishing to learn more with regard to a particular best practice may have an opportunity to do so;
- and 2) States that have put another State's best practice to use can share their experience during the meetings and illustrate its usefulness.

For these purposes, States will communicate to the Technical Secretariat no later than two weeks prior to the corresponding meeting their interest in learning more regarding a particular best practice or sharing their experience implementing it.

**ANNEX****STANDARD FORMAT FOR PRESENTATION OF INFORMATION ON BEST PRACTICES**

1. **Institution**: The name of the institution that is implementing the best practice:\_\_\_\_\_
   
\_\_\_\_\_
   
\_\_\_\_\_
2. **Title**: The name of the best practice, the topic it covers, and the subject of the Convention to which it is related:
   
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\_\_\_\_\_
   
\_\_\_\_\_
3. **Description of the best practice**: Include a brief description and summary of the best practice, as well as the reason why it should be considered a best practice, expressly referring to its sustainability:<sup>1</sup>
  
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\_\_\_\_\_
   
\_\_\_\_\_
4. **Reasons/Importance**: Reasons for pursuing best practice should be given. A description should be made of the situation in place before the adoption of the best practice and identification of the problem or problems it is to address:
   
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\_\_\_\_\_
   
\_\_\_\_\_
5. **Approach**: What was the proposed design and methodology for applying the best practice? What was considered in its design and methodology? Were other countries' experience taken into account? Was a model law taken into account?
   
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6. **Implementation**: How is the best practice being implemented? What were the human and financial resources needed for its implementation?
   
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\_\_\_\_\_
7. **Outcome**: What is the end result or expected end result of implementing the best practice? What are the benefits and/or success stories? Have they addressed the problems originally identified as necessitating a best practice to be implemented? What has been its impact?<sup>2</sup>
  
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<sup>1</sup> Sustainability means that the best practice has been tested for a period of time that has made it possible to prove its usefulness and to ensure the continuity of its implementation. It is suggested that this time period be a year.

<sup>2</sup> For example, practices that may generate a change in conduct of a person, population or institution.

8. Potential for technical cooperation: Can the best practice be adapted and used by other countries? Is it possible to provide technical assistance to other countries in implementing the best practice? Provide the point of contact for the entity that can facilitate the technical assistance.

9. Follow-up: Who or what groups will monitor the practice's implementation? How will its implementation be monitored? Will there be a Follow-up Report? \_\_\_\_\_  
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10. Lessons: What are some of the lessons learned in implementing the Best Practice? What are the challenges in implementing the best practice?  
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11. Documentation: Where can further information be found regarding the best practice (e.g., Internet links)? \_\_\_\_\_  
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\_\_\_\_\_

12. Contact: Who can be contacted for further information? \_\_\_\_\_  
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