



DD MM 2017
Memorandum of Understanding
On the 18th IACC

This **MoU** sets out the main responsibilities of the parties organising the **18th IACC in 2018 in Denmark** and defines the basic parameters for the Conference. This MoU should be read in combination with the Development Engagement Documents which specify the terms and conditions of Denmark's contribution to Transparency International's work in relation to the 18th IACC.

The parties to this MoU shall consist of the **Government of Denmark represented by: The Under Secretary for Global Development and Cooperation of the Ministry of Foreign Affairs of Denmark**; the **International Anti-Corruption Conference Council represented by its Chair**; **Transparency International Secretariat as Secretariat to the IACC Council represented by the Chair of the Board of Directors** and **Transparency International National Chapter in Denmark represented by its Chair of the Board of Directors**.

1. As stated in the letter of intention of 25 November 2016, signed by the **Under Secretary for Global Development and Cooperation of the Ministry of Foreign Affairs, Ambassador Morten Jespersen, the Government of Denmark** has committed itself to host the 18th IACC in Denmark, which will take place from 22 to 24 October 2018. With the endorsement of the **Government of Denmark**, the **Ministry** shall act as the official national counterpart for the IACC and shall appoint a liaison person(s) for the 18th IACC to act on its behalf. The liaison person(s) shall work with **TI-S and TI Denmark** to prepare and implement the 18th IACC.
2. The Ministry of Foreign Affairs shall assume responsibility for providing in accordance with this MoU the **Core Funds of DKK 7,500,000 (equivalent to EUR 1 million)**, which is the basis necessary to secure the holding of the IACC in Denmark. Out of the total sum of Core Funds DKK 3,750,000 has been granted by the Government of Denmark for 2017, whereas DKK 3,750,000 for 2018 is pending final approval from the granting authorities. The Core Funds of DKK 7,500,000 will cover expenses related to venue as well as DKK 3,750,000 in **Programme Development Contribution**, to be paid to **TI Secretariat** (cf. item 3). Other parties to this MoU shall assist in identifying additional sponsors/donors to cover costs in excess of the costs covered by the Core Fund provided by the Ministry. To the extent necessary proceeds from registration fees may be used to contribute to the expenses defined in the Core Fund Indicative Budget along with other funds raised by the parties as a supplement to the Danish contribution. The Core Fund shall **a)** cover the local costs related to the Conference: Renting the Conference venue; hiring a Conference Organizing Company (see Item 9),

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A handwritten signature in blue ink is located in the bottom right corner of the page. Below the signature, there are some initials, possibly 'JU' and 'COU', also in blue ink.

promoting the Conference and other core activities as specified in the Development Engagement Documents **and b)** cover the “**Programme Development Contribution**” (PDC), to be paid to **TI Secretariat**. **The parties to this MoU also commit to do efforts in order to raise funds for the Conference “Participation Fund” (PF) to support VIP and expert participation as well as broad international attendance, especially from developing countries.**

3. The **Ministry of Foreign Affairs** shall out of the total Danish contribution of DKK 7,500,000 transfer the Programme Development Cost of **DKK 3,750,000** (equivalent to EUR 500,000 to TI-S according to the following agreed upon schedule:
 - First instalment of DKK 1,875,000 (equivalent to EUR 250,000) by 31 September 2017.
 - Second instalment of DKK 1,875,000 (equivalent to EUR 250,000) by 31 July 2018 pending final approval from the granting authorities for 2018.
4. Expenses incurred from the contribution made by the Ministry of Foreign Affairs shall be made in accordance with the criteria of efficiency, effectiveness and economy so as to ensure value for money. Any unspent funds from the Danish Contribution shall be returned to the Ministry of Foreign Affairs upon project completion.
5. **TI-S** shall oversee all expenditure related to the 18th IACC except of the expenditure and obligations related to the hiring of the venue which shall be overseen by the Ministry of Foreign Affairs of Denmark.
6. Within 6 months after the close of the Conference the parties to this MoU shall produce an integrated audited report of the finances of the 18th IACC. The report shall be in English.
7. **TI-S**, in consultation with **the Ministry of Foreign Affairs** and under the guidance of the **IACC Council**, shall be responsible for preparing and implementing the Conference Programme, which shall include the opening ceremony, plenary sessions, parallel workshops, IACC Initiatives and special events. **TI-S** shall work with all parties to this MoU, together with a wide range of international organizations and individuals, to collate suggested topics and shape the final Programme. **TI-S** shall be responsible for the thematic agenda of the Conference. Additionally, **TI-S** shall coordinate the **18th IACC Agenda Shapers**, the advisory body for programme development, which shall consist of a maximum of ten international anti-corruption experts, including a member nominated by the **Ministry of Foreign Affairs** and a member nominated by **TI Denmark**.
8. **TI Denmark** shall support the organisation and promotion of the **18th IACC** as well as provide advice for the design of the **18th IACC agenda** and – as stated above - shall thus have one member on the **18th IACC Agenda Shapers**.
9. **TI-S and TI-Denmark**, in consultation with **Ministry of Foreign Affairs** shall hire and supervise a professional **Conference Organizing Company (COC)** to manage all logistical and hospitality aspects of the Conference that are not supplied by the venue, e.g. registration of participants, expert travel and participation etc. The **COC’s** role and responsibilities shall be detailed in the 18th

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IACC Implementation Plan to be prepared in accordance with paragraph 11 below.

10. **Venue, date and target attendance**

The 18th IACC shall take place from 22-24 October 2018. It shall start with an opening ceremony and shall end on the third day with a closing plenary. The Conference venue shall be able to accommodate plenary sessions of up to 1,000 participants, up to five parallel workshop sessions with space for 50-200 participants each as well as separate rooms for press conferences, technology hub, the IACC Film Festival, side events and ad hoc meetings as specified in the Implementation Plan.

11. This MoU may be amended upon agreement by all Parties in writing. It may only be terminated in writing stating the reasons for termination with a 3 Months previous notice. The Parties will seek to settle amicably and in good faith any disputes that may arise from or related to the interpretation or implementation of this MoU.

The signing of this MoU shall affirm the agreement of all parties to the above. Based on this MoU, the parties shall prepare and agree on **the following Annexes to the MoU, which shall become integral parts of this MOU:**

- Annex I: Organisational Chart
- Annex II: Timeline
- Annex III: The Core Fund Final Budget
- Annex IV: Finances
- Annex V: Liability and insurance policy
- Annex VI: Media Policy
- Annex VII: Funding and partnership guidelines

As stated above **TI-S** shall also prepare a detailed **Implementation Plan** to be agreed upon by the parties. The Implementation Plan shall specify into detail the roles and responsibilities of the various bodies involved in the organization of the 18th IACC in accordance with the above listed annexes.



COU
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Signatories



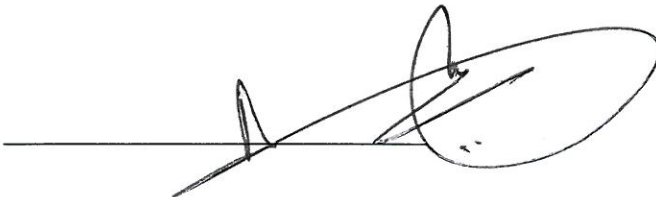
Amb. Morten Jespersen
Under Secretary for Global Development and Cooperation
Ministry of Foreign Affairs of Denmark

Location and date: Copenhagen 25 August 2017



Hon. Christian Ougaard
Chair of the Board of Directors
Transparency International National Chapter in Denmark

Location and date: COPENHAGEN 14/8 2017



Hon. Akere Muna
Chair
IACC Council

Location and date: _____ 2017



Hon. Jose Ugaz
Chair
Transparency International Board of Directors

Location and date: Berlin, 15/10 2017