

**BOSNIA AND HERZEGOVINA
FEDERATION OF BOSNIA AND HERZEGOVINA
ZENICA-DOBOJ CANTON
GOVERNMENT**



**ANTI-CORRUPTION ACTION PLAN OF ZENICA-DOBOJ
CANTON GOVERNMENT
2017 - 2019**

Zenica, March 2017

TABLE OF CONTENTS:

1. Introduction	4
2. Scope of the Action Plan in Zenica-Doboj Canton	5
3. Operational Plan of Zenica-Doboj Government	6
I. Prevention of corruption in all institutions	6
II. Public procurement	8
III. Subsidies and benefits	9
IV. Health sector	9
V. Education	11
VI. Public finances	12
VII. Combating corruption	12
VIII. Inspection	14
IX. Raising awareness on harmfulness of corruption and cooperation with civil society..	14
X. Coordination, monitoring and reporting	15
4. Material and technical resources and operational support to the Team for Monitoring and Coordination	17
5. Time-frame and manner of execution	17

LIST OF A C R O N Y M S

ZDC	Zenica-Doboj Canton
Government Team	Zenica-Doboj Canton Government Team for Fight against Corruption /Anti-Corruption Team)
All institutions in ZDC	Cantonal administrative authorities, cantonal administrative organizations, legal entities falling under competence of the Government or cantonal administrative authorities/administrative organisations based on statutory or ownership rights
HII	Health Insurance Institute
APIK	Agency for Prevention of Corruption and Coordination of Fight against Corruption
AP	ZDC Government Anti-Corruption Action Plan

ANTI-CORRUPTION ACTION PLAN OF ZENICA-DOBOJ CANTON GOVERNMENT

2017-2019

1. Introduction

“Corruption shall mean any abuse of power entrusted to a public servant or a person holding a political position at the State, entity, cantonal levels and the level of Brčko District of Bosnia and Herzegovina, city or municipal levels, which may result in private gain. It may also include, in particular, any direct or indirect soliciting, offering, giving or taking of bribe or any other inappropriate gain or privilege or possibility thereof, which destroys the adequate exercise of any duty or conduct that are expected from the bribe recipient.”¹

Having reviewed the comparative experiences in prevention and in the systematic fight against all types of corruption in our environment, as well as the given recommendations, guidelines and continuous activities of the competent authorities and institutions for fight against corruption in Bosnia and Herzegovina, and activities of the non-governmental sector on the general prevention of corrupt behaviours in the establishment, institutions and administrative authorities, the Government of Zenica-Doboj Canton is truly committed to undertaking of all necessary long-term and planned activities in fight against corruption in all segments of its work and scope of its competence. This commitment implies an active contribution, that is, participation of all establishment, institutions, services and administrative authorities, both in prevention of corrupt behaviours and in fight against all types of corruption as the general socially offensive behaviour.

To this end, Zenica-Doboj Canton Government has appointed the Team of Zenica-Doboj Canton for Fight against Corruption with very clear and precise assignments including the drafting of the Anti-Corruption Action Plan of Zenica-Doboj Canton 2017-2019. In preparation of the Action Plan which has its time-frame covering the period 2017-2019, a proactive approach has been applied which involved the reviewing of relevant facts and circumstances related to work of all subjects covered by the Action Plan. To this effect, the Government Team for Fight against Corruption has directed their activities to horizontal (internal), and vertical (external) coordination of all subjects,

¹ Law on the Agency for Prevention of Corruption and Coordination of Fight against Corruption (Official Gazette of BiH, 103/09 and 58/13)

bodies, organizations and institutions, including also the active coordination and support of non-governmental organizations in delivery the relevant data and information for the Action Plan development. Zenica-Doboj Canton Government considers that more active participation of civil society organizations and non-governmental sector, academic community and media is of special relevance so the necessary prerequisites will be established for their proactive participation in the fight against corruption in the territory of the Canton.

The Anti-Corruption Action Plan of the Government of Zenica-Doboj Canton is in line with the general principles and the principles of the State Strategy for Fight against Corruption 2015-2019, and in the context of the role that Zenica-Doboj Canton has in the process of conducting anti-corruption activities. The Action Plan envisages specific activities necessary for the implementation of strategic objectives, implementation time frame, implementing institutions, clear performance indicators and possible resources necessary for the implementation of each individual activity.

For the implementation of the Action Plan, the required resources will be planned, i.e. provided for in the budgets of Zenica-Doboj Canton institutions responsible for the implementation of activities identified as ones needed additional resources.

2. Scope of Zenica-Doboj Canton Anti-Corruption Action Plan

The Action Plan was developed with a participatory and holistic approach both in terms of the identification of risk areas for the emergence of corrupt behaviour and in terms of suggesting possible solutions and concrete actions to prevent and suppress the occurrence of corruption. In the Action Plan development, the Government Team consulted all institutions in Zenica-Doboj Canton and included them in its development in a way that they suggested the risky areas for the occurrence of corruption within their institutions, while proposing at the same time the concrete actions to prevent the occurrence of corrupt practices. That way ensures that all actors involved in the implementation of anti-corruption activities in Zenica-Doboj Canton, had been previously consulted in the creation of feasible activities. During the development of the Plan, it was taken into consideration that the implementation required a dispersion of responsibility to all public actors, more specifically, we have attempted to achieve an integrated approach to solving the problem. In addition, during the development of the Action Plan, we consulted the representatives of the Agency for Prevention of Corruption and Coordination of Fight against Corruption of BiH in a way that they were asked to submit their comments on the first draft of the Action Plan, but also to confirm that the Action Plan is in line with the National Anti-Corruption Strategy for period 2015 - 2019 years. Also, it is important to emphasize that when drafting the Action Plan, two leading non-governmental organizations / anti-corruption networks in BiH (the Anti-Corruption Network of Civil Society Organizations in BiH - ACCOUNT and Transparency International BiH) were consulted in regard to their proposals.

Looking at the fight against corruption as the struggle for a better and more qualitative life of the population, Zenica-Doboj Canton Government aims to achieve the goals set forth in this Action Plan through efforts directed to fight against corruption with a higher degree of efficiency of all public institutions within their competence. Such an approach, of course, does not exclude the possibility or obligation to proactively cooperate

with other governmental and non-governmental bodies and organizations, regardless of the level of governance, in the implementation of certain activities.

The fight against corruption is a long and complex process in which there are no quick and simple solutions. It requires continuous activities, which is why it is necessary to carry on with a strategic approach in order to implement the Strategy for Fight against Corruption 2015-2019 and the Action Plan for its implementation, so that the development of the Strategy for Fight against Corruption of Zenica- Dobož Canton for the period 2017 – 2019 is the first activity set forth in the Action Plan.

3. Operational Plan of Zenica Dobož Canton Government:

I PREVENTION OF CORRUPTION FOR ALL INSTITUTIONS					
	ACTIVITY	TIME-FRAME	IMPLEMENTING AUTHORITY	INDICATORS OF IMPLEMENTATION	REQUIRED RESOURCES
1	Develop and adopt the Strategy for fight against corruption of the Zenica-Dobož Canton	Six months after the AP adoption	ZDC Government and ZDC Government Team for fight against corruption	Strategy developed and adopted	No additional resources required
2	Adoption and revision of own plan of activities against corruption in line with the goals and measures of this Action Plan, as well as the State and Federation Action Plans for implementation of the Strategy for Fight against Corruption and the FBiH Action Plan	Six months after the AP adoption	All institutions in ZDC	Number of the developed and revised existing action plans	No additional resources required
3	Development of the integrity plans in all institutions in line with APIK Guidelines	The first year after the AP adoption	All institutions in ZDC	Number of the developed integrity plans	No additional resources required
4	Establish a permanent practice of transparent processes in the regulations' development, adoption and publishing	Continuously	All institutions in ZDC	Number of public debates and participation of business sector and civil society organizations in the regulations' development, adoption and publishing	No additional resources required
5	Prescribe the obligation to advertise job vacancies in all ZDC institutions	Six months after the AP adoption	Government Team, all ZDC institutions	The obligation established and employment is made exclusively based on a public vacancy announcement	No additional resources required
6	Analyse the hiring of persons based on temporary service contract, contracts on temporary and occasional tasks and other contracts in all ZDC institutions	Six months after the AP adoption	Government Team, all ZDC institutions	The obligation established- persons are hired based on the fixed-term employment contracts and employment contracts of indefinite duration	No additional resources required
7	Ensure consistent application of the Code on conduct/Code of ethics or their passing in places missing them	First year after the AP adoption	All institutions of ZDC	Number of the passed Codes of ethics	No additional resources required

8	Promote and enhance a proactive approach in ensuring publicity of work of ZDC institutions	Continuously	All ZDC institutions	Number of published information and information delivered at request	No additional resources required
9	Analyse and identify the areas within the Canton's competences that are the most vulnerable to risks of corruption	First year after the AP adoption	Government Team	Lists of the areas and institutions identified	No additional resources required
10	Strengthen internal supervision (sudden control, internal controls, internal audits, etc.) and external supervision (audit, inspection control and the like) in all areas of work where the risk assessment established a risk of corruption	Continuously	Internal auditors, Audit team and the Cantonal Department for Inspection Affairs	Number of the executed controls and supervisions	No additional resources required
11	Set up open communication channels in ZDC institutions to encourage the clients and civil servants to report corruption	Continuously	All institutions in ZDC	Number of open communication channels	No additional resources required
12	Modernizing the public administration by introducing e-Government and e-governance model (particularly e-public procurement) in order to minimize interaction of citizens and administration and simplify the internal administrative procedures	Continuously	All ZDC institutions	Documents initiating and regulating the measures for modernization of administration through informatization developed. Modernization carried out to a satisfactory extent	No additional resources required
13	Analyse competence, skills and awareness of the civil servants employed in ZDC public institutions related to the prevention of corruption and coordination of fight against corruption	First six months after the AP adoption	Government Team and contact persons	Number of repondents/employees	No additional resources required
14	Ensure an active participation of all employees in the lectures and trainings in the field of prevention of corruption and conflict of interest	Continuously	All institutions and employees in ZDC	Number of employees participated in the trainings	No additional resources required
15	Follow up the implementation of the Freedom of Access to Information Act and report to the public and institutions thereof, and improve its implementation	Continuously	All ZDC institutions	Number of violations of the right of access to information reduced	No additional resources required
16	Promote accountable behaviour in public life, especially with the civil servants through advocacy of public interest and exercising due diligence in the institutions where they work, normative organization of ethical conducts, etc.	Continuously	Government Team, all ZDC institutions	Continuous promotion of common good and interest in public life through information leaflets, public discussions and the like	No additional resources required
17	After the adoption of the Federation Law on	Six months after the	All institutions and	Number of passed by-laws	No additional

	Protection of the Persons Reporting Corruption, adopt the by-laws at the level of all ZDC institutions regulating the protection of the persons reporting corruption and promote them among the employees	Law adoption	employees in ZDC		resources required
18	In cooperation with APIK, draft the Rulebook on internal reporting of corruption and protection of the persons reporting corruption	Six months after the Law adoption	All public institutions in ZDC and APIK	The Rulebook on internal reporting of corruption and protection of persons reporting corruption drafted	No additional resources required
19	Carrying out of more efficient disciplinary proceedings	Continuously	All institutions in ZDC	Number of disciplinary proceedings and penal policy	No additional resources required
20	Analyse the manner of instituting and conducting of disciplinary proceedings for abuse of official duty with elements of corruption with the aim of eliminating of obstacles	First year after the AP adoption	Government Team and Disciplinary commissions	The analysis and recommendations for more efficient conducting of disciplinary proceedings made	No additional resources required
21	Publish periodically the analysis of the results of disciplinary proceedings conducting for abuse of official duty with elements of corruption with the aim of eliminating of obstacles	At least once a year	Government Team	Number of published analyses	No additional resources required
22	Harmonize the ZDC regulations with the FBIH and BiH regulations (of higher level)	Continuously	Secretariat for legislation and Government Team	Regulations harmonized with the higher level of governance	No additional resources required
23	Adopt Code of conduct in all ZDC institutions	First year after the AP adoption	All public institutions in ZDC	Number of adopted Codes of Conduct	No additional resources required
24	Ensure that all budget beneficiaries are under obligation to act in accordance with the Guidelines for establishment and strengthening of internal control with the budget beneficiaries (Official Gazette of FBIH, 19/05)	First year after the AP adoption	All institutions in ZDC	Internal control established and strengthened	No additional resources required
II PUBLIC PROCUREMENT					
1	Ensure a consistent application of the regulations governing public procurement with the aim of avoiding unlawfulness and irregularities in work	Continuously	All institutions in ZDC and Government Team	Number of appeals relating to public procurement process reduced	No additional resources required
2	Training of the employees in conducting the public procurement processes aiming at their specialization and additional professional development	Continuously	Employees in all ZDC institutions dealing with public procurement	Number of training and number of employees attended trainings	No additional resources required

3	Prescribe the obligation of publishing the public procurement plans as well as possible subsequent annexes to contracts for all ZDC institutions at their web pages in accordance with Law on Concessions and the Law on Public-Private Partnership	Six months after the AP adoption	ZDC Government and Government Team	The obligation established	No additional resources required
4	Enforce the obligation on publishing the public procurement plans, concluded contracts and possible subsequent annexes to the contracts for all ZDC institutions in line with the Law on Concessions and the Law on Public-Private Partnership	Continuously, after the establishment of the obligation on publishing by the ZDC Government	All institutions in ZDC	The decision is enforced in all institutions	No additional resources required
5	Upon passing the procedures for risks management in the public procurement procedures by the FBiH Government Anti-Corruption Team, analyse them and identify the possibilities for their application in ZDC	Three months after passing the procedures by the FBiH Government Anti-Corruption Team	Government Team	Analysis made and recommendations given for their application in ZDC	No additional resources required
6	Upon introducing methodology and practices of monitoring and evaluation over the public procurement procedures in FBiH public sector by the FBiH Government Anti-Corruption Team, to consider their application in the ZDC institutions	Three months after introduction of methodology and practices of evaluation by the FBiH Government Anti-Corruption Team	Government Team	Analysis made and recommendations given for their application in ZDC	No additional resources required

III SUBSIDIES AND BENEFITS

1	Drafting regulations of public bodies granting aids (subsidies), donations and assistance in the field of entrepreneurship, craft, economy and agriculture	Six months after the AP adoption	Government Team	Inventory list of public bodies made	No additional resources required
2	Defining formal procedures for all types of individual aids (subsidies), donations and assistance and setting up the evaluation teams for granting funds	First year after the AP adoption	ZDC Government and Government Team	Procedures adopted	No additional resources required
3	Continuous control over the usage of the aids, subsidies, donations and assistance	Continuously	ZDC Government and Government Team	Number of the field controls conducted	No additional resources required
4	Control of the annual concession fee calculation	Continuously	ZDC Government and Government Team,	Number of controls conducted	No additional resources required

			Ministry		
5	Harmonize the Cantonal Law on Concession with the Federation Law on Concession	First year after the AP adoption	ZDC Government, Government Team and competent ministries	Cantonal Law harmonized	No additional resources required
IV HEALTH SECTOR					
1	Ensure a transparent and effective creation of an essential list of drugs	Continuously	Ministry of Health	In creation of list of essential drugs all stakeholders involved	No additional resources required
2	Analyse and, based on the analysis, effectively regulate the conflict of interest in the provision of health services in the domain of supplementary work	Eighteen months after the AP adoption	Ministry of Health and all cantonal health institutions	Conflict of interest in the provision of health services regulated	No additional resources required
3	Conducting continuous internal controls in health services	Continuously	Ministry of Health and cantonal health institutions	Reports on controls conducted	No additional resources required
4	Through integrity plans, define work posts and work processes especially vulnerable to corruption and take measures to eliminate such possibilities	Eighteen months after the AP adoption	Ministry of Health and cantonal health institutions	Vulnerable work posts and work processes identified	No additional resources required
5	Analyse and efficiently regulate drug prescribing and drug consumption controls	First year after the AP adoption	HII and Ministry of Health	Manner of prescribing and controlling regulated	No additional resources required
6	Analyse and effectively regulate the processes of prescribing and the issuance of orthopaedic and other aids	First year after the AP adoption	HII and Ministry of Health	Manner of prescribing and issuing orthopaedic and other aids regulated	No additional resources required
7	Continuous controlling of the sick leave over 42 days and exercising rights of insured persons	Continuously	HII and Ministry of Health	Number of the controls conducted, reports on the conducted controls	No additional resources required
8	Conduct control of the application of criteria for referral to spa-climate treatment and, and if necessary, to create new criteria	Continuously	HII and Ministry of Health	Number of the controls conducted, reports on the conducted controls	No additional resources required
9	Analyse the potential for risks of corruption in relation to cooperation with private health services	Nine months after the AP adoption	Ministry of Health and cantonal health institutions	Analysis made with recommendations and measures to be implemented for prevention of risks	No additional resources required
10	Establishment of Hospital Commissions for checking and analysing the waiting lists	Nine months after the AP adoption	Ministry of Health and cantonal health	Analysis made and published	No additional resources required

	andcomplaints on waiting lists		institutions		
11	Based on the analysis, efficientlyorganise the waiting lists and the order of patients' admission	First year after the adoption of the Action Plan	Ministry of Health and cantonal health institutions	Fair and efficient waiting lists and order of patients' admission	No additional resources required
12	Conduct anonymous survey in health institutions on corruption in health sector	Nine months after the AP adoption	Government Team, Ministry of Health and cantonal health institutions	The survey conducted and evaluated	No additional resources required
13	Based on the conducted survey, informing the public and citizens about their rights to health care	Continuously after the survey conducted	Ministry of Health and cantonal health institutions	Number of publications and number of communication channels for public informing about the rights to health care services	No additional resources required
14	Achieve better anonymous and public communication channels for reporting corruption in health care	Nine months after the AP adoption	Ministry of Health and cantonal health institutions	Number of newly established communication channels	No additional resources required
15	Analyse and regulate the Rulebook on employment in health institutions in terms of the obligation to announce public vacancies	First year after the AP adoption	Ministry of Health and cantonal health institutions	The Rulebook regulated and the obligation of employment through public vacancy announcement established	No additional resources required
16	Education of employees in health sector on the importance of preventing corruption	Continuously	Ministry of Health and cantonal health institutions, Government Team	Number of health and other employees trained on corruption in health sector	No additional resources required
17	Ensure donor assistance in the development of a comprehensive Integrity Plan in the Cantonal hospital	Six months after the AP adoption	Ministry of Health and cantonal health institutions	Donor assistance	No additional resources required

V EDUCATION

1	Develop and coordinate activities on the introduction of a harmonized plan and program of ethics and integrity in ZDC educational institutions	First year after the AP adoption	Government Team, ZDC Government and Ministry of Education	Number of meetings for development of the plan and programme as described under activities	No additional resources required
2	Apply the agreed plan and program of ethics and integrity in ZDC educational institutions	Two years after the AP adoption	Ministry of Education and educational institutions	The agreed plan and programme is applied in ZDC educational institutions	No additional resources required
3	Ensure public promotion of the agreed plan and program of ethics and integrity in ZDC	Continuously	GovernmentTeam, ZDC Government and	Number of publications and public	No additional resources required

	educational institutions		Ministry of Education	appearances concerning the agreed plan and programme of ethics and integrity	
4	Effectively regulate conflicts of interest in the domain of remedial courses and private lessons/instructions in primary and secondary schools	First year after the AP adoption	Ministry of Education	Number of amended and newly adopted regulations	No additional resources required
5	Harmonize ZDC Cantonal Law on Higher Education with the Framework Law on Higher Education of Bosnia and Herzegovina.	First year after the AP adoption	ZDC Ministry of Education and the University in Zenica	Cantonal Law harmonized with the BiH Framework Law on Higher Education	No additional resources required
6	Analyse and clearly define the criteria for recruitment and advancement in higher education institutions	First year after the AP adoption	Ministry of Education, the University in Zenica	The criteria for advancement and recruitment of new employees clearly defined and regulated	No additional resources required
7	Organize promotion of activities in fight against corruption in the education system through organization of the "Open Doors Day"	Continuously	Ministry of Education and educational institutions	Number of promotional activities	No additional resources required
8	Continue with sudden controls at the exam test points for obtaining driving licenses	Continuously	Ministry of Education	Sudden controls continuously in place	No additional resources required
9	Increasing awareness of the public and future candidates about the possible occurrence of corruption in taking exams for obtaining driving license	Continuously	Ministry of Education	Number of developed promotional material, number of press releases	No additional resources required
VI PUBLIC FINANCES					
1	Publication of the budget for citizens via website and printed material	Continuously	ZDC Government	Budget for citizens regularly prepared and published	No additional resources required
2	Public promoting of the budget to citizens	Continuously	ZDC Government	Number of publications	No additional resources required
3	Develop a model of procedures and a unique methodology for allocating transfers, incentives and assistance from ZDC budget	First year after the AP adoption	ZDC Government and Government Team	Model of procedures developed and published	No additional resources required
4	Develop a methodology for monitoring the realization of transfers, incentives and assistance from ZDC Budget, including field controls over spending of earmarked funds	First year after the AP adoption	ZDC Government and Government Team	Methodology of monitoring of realization developed and published	No additional resources required
5	Ensure adjustment of the strategic planning of development sectors and projects with the	First year after the AP adoption	ZDC Government and Government Team	Strategic approach adjusted	No additional resources required

	programs for allocation of transfers, incentives and assistance from ZDC budget				
6	Adequately staffed and equipped the competent institutions for effective allocation of transfers, incentives and assistance from ZDC budget	First year after the AP adoption	ZDC Government and Government Team	Number of newly employed persons	Additional resources required
7	Create a unique registry of programs for allocation and realization of transfers, incentives and assistance from ZDC budget	First year after the AP adoption	ZDC Government and Government Team	Registry created and published	No additional resources required
VII COMBATING CORRUPTION					
1	In all ZDC institutions, analyse and reduce weaknesses in the detection, prosecution and punishment of the actors of corruption	Continuously	All institutions in ZDC	Analyses conducted and where needed the alteration of the existing mode of operation proposed. As needed, alteration of mode of operation determined.	No additional resources required
2	Analyse the procedures governing the application of pre-investigative and investigative actions in the criminal procedure, as well as the effectiveness of their application, with the aim of more efficient prosecuting of corruption-related criminal offenses, especially large cases	Nine months after the AP adoption	Government Team, judicial authorities at the level of ZDC and ZDC Mol	Analysis of the application of all activities in detection and proving, especially special investigation actions in case of corruption. Weakness identified and if needed measures taken aiming at more efficient detection and proving (in particular large) corruption cases.	No additional resources required
3	Analyse the human and material capacities of the police and judicial authorities for the fight against corruption	Nine months after the AP adoption	Government Team, judicial authorities at the ZDC level and ZDC Ministry of Interior	The analysis made	No additional resources required
4	Improving cooperation and coordination on the "inspection-police-prosecution" relation, the possibility of forming joint investigation teams for the purpose of conducting more efficient investigations into corruption offenses	Continuously	Government Team, judicial authorities at ZDC level, ZDC Mol and the Cantonal Department for Inspection Affairs	Number of the indictments filed for the criminal offenses of corruption	No additional resources required
5	Analyse the competence of ZDC judicial and police authorities to fight corruption, in terms of	Nine months after the AP adoption	Government Team, judicial authorities at	The analysis performed	No additional resources required

	financing equipping and training		ZDC level and ZDC Mol		
6	Initiate / introduce specialized training for judicial and police officials involved in the fight against corruption in the field of investigating corruption and confiscation of illegally acquired property	Continuously	Government Team, judicial authorities at the level of ZDC and ZDC Mol	Specialized trainings introduced	Project resources
7	Professional development of members of police and judicial authorities in the field of investigation and prosecution of criminal offenses of corruption	Continuously	Government Team, judicial authorities at the level of ZDC, ZDC Mol	Number of trainings conducted	Project resources
8	Through thematic meetings, ensure the establishment of cooperation with governmental institutions and non-governmental organizations dealing with the fight against corruption	Continuously	Government Team, judicial authorities at the level of ZDC and ZDC Mol	Number of the meetings held	No additional resources required
9	Developing, implementing and promoting available mechanisms for reporting corruption, while ensuring the confidentiality in the actions taken upon citizen's reports	Continuously	Government Team, judicial authorities at the level of ZDC and ZDC Mol	Number of reports by citizens	No additional resources required
10	Animating citizens to report corruption with a guarantee of secrecy and confidentiality in handling submitted reports	Continuously	Government Team, judicial authorities at the level of ZDC and ZDC Mol	Number of reports by citizens	No additional resources required
11	Carrying out public campaigns and promotion of the fight against corruption with emphasis on risky areas, promotion of positive examples of the actions taken in the cases of corruption	Continuously	Government Team, judicial authorities at the level of ZDC and ZDC Mol	Number of public campaigns	Secure funds from the existing resources

VIII INSPECTION

1	Analyse areas where more frequent inspections are needed	Nine months after the AP adoption	ZDC Government Team, Cantonal Department for Inspection Affairs	The areas requiring more frequent inspections supervision identified	No additional resources required
2	Plan and conduct the inspection supervision with business entities on the basis of "risk assessment"	Continuously after the analysis done	Cantonal Department for Inspection Affairs	Number of the inspections conducted	No additional resources required
3	Analyse the personnel and other needs of the inspection bodies in the Canton	Six months after the AP adoption	Government Team, Cantonal Department for Inspection Affairs	Analysis made	No additional resources required
4	According to the needs from the analysis, recruit the inspectors in the departments where	One year after the done analysis on	ZDC Government, Cantonal Department for	Number of newly employed inspectors	Additional resources required

	necessary	needs in the inspection bodies	Inspection Affairs		
5	Analyse existing and, in accordance with the analysis, improve the procedures for more efficient detection and sanctioning of violations of integrity by the employees in inspection bodies	First year after the AP adoption	ZDC Government Team, Cantonal Department for Inspection Affairs	Number of checking conducted	No additional resources required
IX RAISING AWARENESS ON HARMFULNESS OF COORUPTION AND COORDINATION WITH CIVIL SOCIETY					
1	Promote the ZDC Action Plan and the ZDC Anti-Corruption Strategy in the public and among the employees in the ZDC institutions	Continuously	Government Team, ZDC Government	Number of promotion activities and press releases	Secure resources in cooperation with the civil society organizations
2	Ensure the active participation of civil society organizations in the processes of creating policies for the fight against corruption, by public advocacy, debates and consultations	Continuously	Government Team, ZDC Government and civil society organizations	Civil society organizations involved in creation of anti-corruption policies at the level of ZDC	No additional resources required
3	Ensure the active participation of civil society organizations in monitoring the implementation of activities from the AP	Continuously	Government Team, ZDC Government and civil society organizations	Civil society organizations monitor the AP implementation	No additional resources required
4	Identify the needs and possibilities for financing anti-corruption projects	Three months after the AP adoption	Government Team and ZDC Government	Specific activities from the Action Plan requiring donor assistance identified	No additional resources required
5	Develop a coordinated plan of activities of civil society organizations aiming at the fight against corruption	Continuously	Government Team and civil society organizations	The Plan developed	No additional resources required
6	Having regular meetings with donors dealing with anti-corruption activities	Continuously	Government Team and the organizations financing the anti-corruption projects	Number of the meetings held	No additional resources required
7	Organize joint forums or other forms of continuous communication with civil society organizations with the aim of the effective fight against corruption	Continuously	Government Team and ZDC Government	Number of forums/meetings held	No additional resources required
8	Adopt the annual calendar of joint meetings with civil society organizations	Continuously	Government Team and ZDC Government	The calendar adopted	No additional resources required
X COORDINATION, MONITORING AND REPORTING					

1	Draft Rules of Procedure of the Government Team	Two months after the AP adoption	Government Team	The Rules of Procedure drafted	No additional resources required
2	Develop an instrument for collecting data on the implementation of anti-corruption activities foreseen in this AP	Three months after the AP adoption	Government Team	The instrument developed	No additional resources required
3	Develop criteria for assessing the reliability of data on the implementation of anti-corruption activities	Three months after the AP adoption	Government Team	The criteria developed	No additional resources required
4	Appoint coordinators of anti-corruption activities in all cantonal institutions	Three months after the AP adoption	All institutions in ZDC	Number of the appointed coordinators	No additional resources required
5	Conduct education of the members of the Government Team	Continuously	Government Team, APIK, Civil Service Agency and others	Number of educations	In cooperation with APIK and project resources
6	Carry out training of the coordinators in anti-corruption activities	Continuously	Government Team, APIK, Civil Service Agency of FBiH, coordinators	Number of trainings participated by the coordinators	In cooperation with APIK and project resources
7	Provide financial, space and material resources for the Government Team work of one or more persons who will carry out analyses and prepare reports on the implementation of anti-corruption activities	Six months after the AP adoption	ZDC Government	Resources secured	Secure additional resources as necessary
8	Data collection, analysis and reporting to the ZDC Government on the implementation of anti-corruption activities	Six-monthly	ZDC Government Team	Reports prepared on a six-month basis	No additional resources required
9	Organize meetings and other forms of regular communication and cooperation between the ZDC Team and the coordinators of anti-corruption activities	Continuously	Government Team and coordinators	Number of meetings held	No additional resources required
10	Informing the public about the results of implementation of anti-corruption activities foreseen in this Action Plan	Six-monthly	Government Team	Number of press releases	No additional resources required
11	Organize public discussions and other forms of communication with the public on the results in the implementation of anti-corruption activities	Continuously	Government Team and civil society organizations	Number of public discussions organized	No additional resources required
12	Based on the results of the activities, review the Action Plan of ZDC Government	Two years after the AP adoption	Government Team and civil society organizations	Review done as needed	No additional resources required

13	Make the alterations and amendments to the ActionPlan publicly available and promote them	Two months after the potential review of AP	Government Team and civil society organizations	Alterations and amendments to the AP published and promoted	No additional resources required
14	Establish the practice of regular (six-monthly) meetings with representatives of the Agency for Prevention of Corruption and Coordination of Fight against Corruption	Continuously	Government Team and APIK	Number of meetings held	No additional resources required
15	Establish the practice of regular (six-monthly) meetings with representatives of the FBiH Anti-Corruption Team	Continuously	Government Team and FBiH Government Anti-Corruption Team	Number of meetings held	No additional resources required
16	Organize anti-corruption trainings in cooperation with APIK and cantonal specialized anti-corruption bodies in FBiH	Continuously	Government Team, APIK and specialized anti-corruption teams in FBiH	Number of trainings held	No additional resources required
17	Organize round tables and other forms of joint action with the Agency for Prevention of Corruption and Coordination of Fight against Corruption and FBiH GovernmentAnti-Corruption Team	Continuously	Government Team, APIK and FBiH Anti-Corruption Team	Number of meetings and round tables held	No additional resources required

5. Material and technical resources and operational support to the Monitoring and Coordination Team

Material and technical support to the work of the Monitoring and Coordination Team will be provided by the Joint Affairs Service of the Zenica-Doboj Canton, while the Ministry of Justice and Administration shall perform the operational support and professional-technical jobs.

The financial resources for the entire Action Plan implementation will be secured from the budget resources, as follows:

- Ministry of Justice and Administration will provide resources for the monitoring and coordination activities of the Anti-corruption Team;
- All authorities, establishments and institutions in the territory of Zenica-Doboj Canton, included in this Action Plan, will provide resources for the needs of conducting activities in their/institutions/establishments.
- In case of need for additional resources for implementation and execution of some activities set forth in the Action plan, the resources will be provided continuously as it is implemented by the implementing authority, that is, relevant institution that carries out the respective activity.

6. Period and manner of execution:

The Anti-Corruption Action Plan of the Zenica-Doboj Canton Government will be implemented continuously through regular daily and necessary extraordinary activities in the period 2017-2019, as of the issuance of the Decision on formation the Zenica-Doboj Canton Team for fight against corruption, on 19 October 2016.

PRIME MINISTER

Miralem Galijašević

**TABULAR OVERVIEW OF THE ACTIVITIES IN LINE
WITH THE DEFINED TIME FRAMES**

The Anti-corruption Action Plan for fight against corruption consists of 109 activities and 20 time frames for its implementation:		
Time frame		Number of activities
1	Two months after the AP adoption	1
2	Two months after potential AP review	1
3	Three months after the AP adoption	4
4	Three months after the FBiH Anti-Corruption Team adopted respective acts	1
5	Three months following the introducing the methodology of practice and evaluation by the FBiH Government Anti-Corruption Team	1
6	First six months after the AP adoption	1
7	Six months after the AP adoption	9
8	Six months after the respective act adoption	2
9	Six-monthly	2
10	Nine months after the AP adoption	7
11	Nine months after the Strategy adoption	1
12	First year after the AP adoption	22
13	At least once a year	1
14	One year after the analysis on needs of inspection bodies	1
15	Eighteen months after the AP adoption	2
16	Two years after the AP adoption	2
17	Continuously after the obligation established	1
18	Continuously after the survey conducted	1
19	Continuously after the analysis made	1
20	Continuously	48
	TOTAL:	109