Self-Evaluation Form for Transparency International Chapters’ Periodic Accreditation Reviews

Name and title of signatory

Recommendations from previous review - status

Statutes
- Upload statutes
- Type of legal registration for the organization (association, foundation, or company)
- Charity, public-benefit, or non-profit status
- Registration number, if any

Governing bodies
It is important for TI and its Chapters to have robust governance mechanisms. At the same time, it is well understood that governance structures of individual Chapters may vary depending on the national legislation that regulates the setup of NGOs in the country or the legal form chosen for the National Chapter. This section is meant to provide better understanding of how your Chapter is organised and structured, and how it ensures adherence to basic TI principles such as independence, diversity and internal accountability.

- Chair and every Board or other supervisory council member:
  - Name
  - Gender (w, m, o)
  - Years of first election to the Board and of subsequent re-elections
  - Upload or mention link to:
    - Bio
    - Latest register of interest
- Board Terms of Reference if any
- Provide a short description of how Board recruitment is conducted (through member referrals, public calls, other?)
- Dates of Board /Supervisory council meetings held over the last twelve months
- How many board members are below 30 years of age? Between 30 and 45? Between 45 and 60? Above 60?
- How does the Board aim at achieving gender diversity?
- Does the Board pursue other diversity objectives, such as in expertise, backgrounds, regions or origins?
➢ Are there statutory term durations for Board members or Chair? If so, please describe.
➢ Are there limits on how many times a Board member can be re-elected and are there any cooling-off periods? If so, please describe.
➢ Does or did any Board member or the Chair of the Board receive regular, occasional or one-off payments from the chapter since the last accreditation review? If yes, please specify
➢ *Upload or mention link to Board/Council last two formal meeting’s minutes or resolutions*
➢ *Upload or mention link to minutes of last annual general meeting*

**Activity:**
*Transparency International and its Chapters are advocacy organisations. This section is meant to achieve a better understanding of your Chapter’s activities particularly with regard to advocacy.*

➢ Number of members (if there is a formal membership) broken down into individuals, public organizations and private organizations
➢ If there are several categories of membership, please describe
➢ Number and names of Corporate and institutional members (if any) do corporate/institutional members have voting rights?
➢ Number of chapter full-time employees
➢ Website address, if applicable
➢ Facebook account, if applicable; number of followers, likes and posts over the last twelve months
➢ Twitter account, if applicable; number of followers, number of tweets over the last twelve months.
➢ Additional Social Media Channels (e.g., Instagram, LinkedIn, YouTube) number of followers/subscribers, likes and posts over the last twelve months
➢ Number of appearances in traditional media (radio, press, TV for example) (if any) over the last twelve months
➢ Newsletter url, if applicable
➢ Strategy document, if any
➢ Annual Report, if any
➢ Short summary of all (a) recent (over the last twelve months), (b) current and (c) planned activities, projects or programs, mentioning achievements (e.g. outcomes, numbers of participants, media coverage) and which TI Strategy 2030 outcomes and objectives these are contributing to (list of outcomes and objectives in appendix)
➢ Does the chapter engage in litigation on individual cases? If yes, succinctly describe the cases
➢ Does the chapter operate any subsidiaries, affiliated entities, or other offices?
➢ If yes, what is the purpose of having this entity?
➢ If yes, what is the governance structure of this entity and its relationship vis-a-vis the chapter?
➢ Does the chapter deliver paid services? If yes, to whom and of what nature?
➢ Does the chapter have an ALAC and if yes how many cases have been handled in the last 12 months.
➢ Are there any other activities engaging discriminated groups you would wish to report on?

**Policies:**
Ethical behavior and adequate governance are of the utmost importance for our movement and each TI chapter.

*Upload* or mention link to the following policies (names may change according to the chapter’s practice).

➢ Code of Conduct – Date of last review
➢ Anti-harassment policy – Date of last review
➢ Complaint-handling policy - Date of last review
➢ Conflict of Interest Policy – Date of last review
➢ Financial policy or manual – Date of last review
➢ Donations policy (if applicable)- Date of last review
➢ Paid services Policy – Date of last review
➢ Policy for handling of individual litigation cases or lawsuits (if applicable) – Date of last review
➢ Over the last twelve months: number of complaints received against the chapter or persons affiliated to it, number of pending cases, number of solved cases, nature of complaints
➢ How are staff and everybody in the scope of the policies which are related to the integrity system (code of conduct, conflict of interest policy, anti-harassment and safeguarding policies, complaint handling policy etc.) made aware of the policies and are there regular trainings?
➢ Does the Chapter have a specific body/person in charge of integrity issues/complaints?
➢ If yes, how is this body/person selected and to whom is it accountable to?

**Financials:**
The financial situation has to be managed by the chapter, reviewed by third-party auditors, and risks associated with underfunding or a single donor’s predominance have to be identified.

*Upload* or mention link to

➢ Last audited accounts (or reports containing the accounts)
➢ Last unaudited accounts, if more recent
➢ Breakdown of funding (current and planned)
➢ Any relevant information on compliance status with tax and other statutory authorities

**Security:**
An increasing number of chapters are targeted because of the work they do. This section is meant to provide a snapshot of the security and civic space challenges you face, if any.

➢ If applicable, describe the security and legal risks/civic space challenges you face, if any [physical security = direct targeting of the chapter through e.g., threats, intimidation, surveillance, detention, etc; civic space = a restrictive operating environment due to e.g., restrictive laws, hostile public discourse, etc].

➢ If applicable, security policy or protocols - Date of last review

**Names and contact emails for:**

➢ ED or Contact person in absence of ED
➢ Complaint / Ethics
➢ SAFE / SFP (Safety Focal point), if applicable
➢ ALAC, if applicable
➢ IT Administrator, if applicable
Appendix to help distributing chapter’s activities across TI Strategy 2030 objectives and outcomes.

TI Strategy 2030 objectives and outcomes

1. Protect the public’s resources
   1.1 Maximum openness, transparency and responsiveness in public contracting
   1.2 More effective prevention and exposure of public sector bribery, theft and abuse of power

2. Stop flows of dirty money
   2.1 Disabled systems for secret payments and concealment of assets
   2.2 Increased accountability for corruption-enabling networks and gatekeepers

3. Secure integrity in politics
   3.1 Removal of undue influence from elections and political appointments
   3.2 Greater transparency, accountability and equity in influence over public decision-making

4. Drive integrity in business
   4.1 A critical mass of business leadership fulfilling strong integrity commitments
   4.2 More effective exposure and punishment of corrupt business

5. Pursue enforcement and justice
   5.1 Strengthened independence, capacity and will to act for integrity institutions
   5.2 Greater equity, consistency and removal of bias in corruption prosecutions and judicial outcomes
   5.3 An effective international anti-corruption enforcement framework

6. Expand civic space for accountability
   6.1 Enhanced freedom and security for activists, whistleblowers and journalists to challenge abuse of power
   6.2 Increased channels for people to demand results for the common good

7. Build community leadership against corruption
   7.1 Strengthened public discourse based on deeper understanding and acceptance of accountability values

last updated March 2023
7.2 A next generation of civic, public and business leaders better equipped to fight corruption