

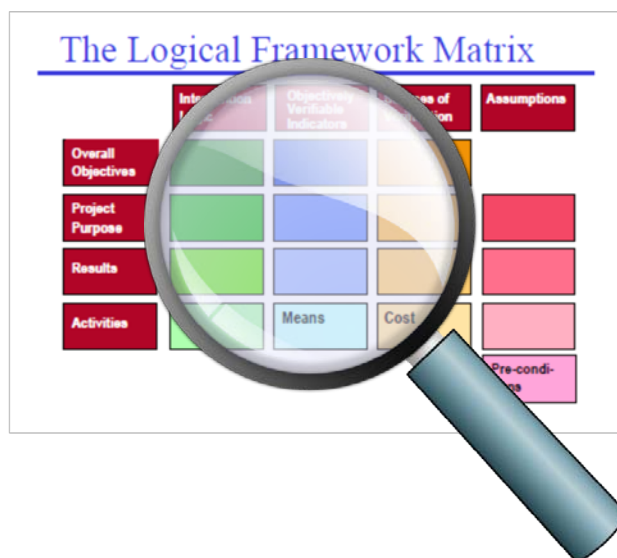


UNIT FOR DONOR COORDINATION, FINANCE, MONITORING AND EVALUATION

# MONITORING REPORT

for the project

Building of Capacities for Combat against Corruption in the Structures of Civil Service in BiH



March 2017





# INFORMATION ON THE PROJECT

General Information on the Project:

**No. of the Contract:** 04-07-2-82-I/16

**Title of the Project:** *Building of Capacities for Combat against Corruption in the Structures of Civil Service in BiH*

**Implementer:** ZAMM media CONSULTING d.o.o.

**Date of Signing of the Contract:** 10/05/2016

**Duration of the Contract:** 12 months

**Date of Completion:** 10/05/2017

**Extension Duration:** n/a

**Changed Date of Completion:** n/a

**Status of the Project:** in implementation

## FINANCIAL INFORMATION

Table 1: Overview of the budget on: (10 March 2017)

NOTE: The spent funds presented in the table 1 are based on the financial part of the implementer's interim report, which was not yet officially adopted at the moment of drafting of this report.

<b>CONTRACTED BUDGET in BAM</b>	<b>BAM 397,000.00</b>		
<b>SPENT FUNDS in BAM</b>	<b>BAM 274,347.85</b>		
<b>SPENT FUNDS in %</b>	<b>69%</b>		

	total planned	spent so far	%
<b>1. Work Days of the Experts</b>	<b>420</b>	<b>310</b>	<b>74</b>
Expenses of the Work Days of the Experts	297,000.00	222,100.00	75
<b>2. Accompanying Expenses</b>	<b>100,000.00</b>	<b>52,247.85</b>	<b>52</b>
<b>TOTAL</b>	<b>397,000.00</b>	<b>274,347.85</b>	<b>69</b>

## 1. Overview of Project Activities

This Report covers the period of implementation of the project from May 2016 to March 2017. In the implementation phase so far, the project, within the component 1. *"Theme public opinion research, development and implementation of the training programme on the problem of corruption in public administration"* successfully implemented three of total of four activities:

1. Draft of methodology of research of public opinion on perception of corruption in the public administration, analysis of the existing normative and procedural framework for the issues of corruption in public administration and conflict of interests in the civil service;
2. Implementation of thematic public opinion research, with development of capacities of the central units for information for its implementation;
3. Design and preparation of the training programme for combat against corruption, establishment of the contents and the materials for the training.

Implementation of the training, as the fourth activity, is in the phase of implementation.

The project activities within the 2nd component: "Draft of handbook for employees in the bodies of the civil service / administration in BiH", are in the phase of implementation, while within the 3rd component: *"Implementation of the public campaign and promotion of the project activities and results"* the activity of preparation of the plan of promotion activities was successfully implemented. Currently, the plan of promotion and the anti-corruption campaign are being implemented, while evaluation and analysis of meeting the plan of promotion and having the final conference of the project is expected in the next period.

## 2. External Factors

The monitor did not notice external factors that affect or might affect the project implementation.

## 3. Description of the Level of the Achieved Results by the Plan of Activities and the LFA

Planned Results		Description of Achievement
R1	Raised awareness on the problem of corruption in public administration, ensured greater transparency and increased information of the public and the citizens on the work of the bodies of administration	This result will be achieved through a greater number of activities and sub-activities from the project components 1, 2 and 3. So far, the project team, in accordance with the planned project activities, implemented the public opinion research regarding the perception of corruption in public administration by the previously established methodology. The results of the implemented research were presented in the <i>Report on implemented public opinion research with results of the research</i> , which is a constituent part of the Second Interim Report. The project team reviewed and analysed the existing regulations, relevant for the matters of corruption and conflict of interest in the civil service, and accordingly, they drafted the document <i>Analysis of the present regulations by the levels of administration, relevant for the matters of corruption and conflict of interest in the civil service</i> . Implementation of the activities of implementation of the public campaign on corruption and combat against corruption in the administrative bodies is ongoing, promoting the key messages of the project, which will be presented also at the final conference.
R2	- Employees in institutions and civil service /	According to the indicator in the logical framework matrix, in order to achieve this result, it would be

and  R3	<p>administration bodies enabled for application of anticorruption measures and mechanisms of action in cases of corruption, and enabled for implementation of the measures prescribed by the Strategy and the Action Plan of combat against corruption (2015 - 2019).</p> <ul style="list-style-type: none"> <li>- Strengthened integrity of the bodies of the civil service and developed capacities for prevention of corruption at the level of respective institutions</li> </ul>	<p>necessary to have at least 70% of the planned number of officers (the project stipulated 850 officers) from all four administration levels educated on corruption and anti-corruption mechanisms, and to have 30 trainers educated for the topics of corruption and anti-corruption.</p> <p>In order to achieve this result, the project team prepared the necessary materials for the training, and the plan and programme of trainings on the combat against corruption in public administration. The training consists of two modules: general training and the training for trainers. The training for trainers was held on 6 and 7 December 2016 on Jahorina and on 21st and 22nd December 2016 in Neum. In total, the training for trainers was attended by 32 officers. Currently, the general trainings are being implemented, for which up to 850 attendees was planned from all four administration levels, i.e. up to 250 participants from the levels of BiH, the FBiH and the RS each, and 100 participants from the level of the BD BiH. The training was so far attended by a total of 158 civil servants, of that 55 from the level of BiH, 74 from the level of the RS and 29 from the level of the BD BiH. Other trainings will be held in the next period. In the Federation of BiH, the procedure of application and selection of civil servants is ongoing.</p>
R4	<p>Developed capacities of the public relations officers and the public relations units for development and implementation of special thematic public campaigns</p>	<p>The project team implemented the activities contributing to achievement of this result (activity 1.2. Implementation of the thematic public opinion research with development of the capacities of the central information / public relations units for its implementation). Information / public relations officers were educated for implementation of public opinion research. Within this activity, a project initiation was promoted, data was gathered on the public opinion regarding perception on corruption, and they were processed. The implementer notified the central information / public relations units on the methodology and the practice of public opinion research, and they organised the presentation of the research findings. Regarding that, there was a training for the central information / public relations units officers. The objective of the training was to familiarise the officers with the whole process and the results of the research, and with contextualising and possible manners of communicating the received results to the target public. The training took place on 25 January 2017 in Teslić, and it was divided on two topics: concepts and appearance of corruption, including also the methodology of public opinion research, and preparation and implementation of the promotion campaign - from idea to implementation. The training was attended by a total of 31 public relations / information officers.</p>

#### **4. Overview of Achievements of the Planned Activities by the Logical Framework**

(see the attached Annex 4)

#### **5. Evaluation of the Implementer's Work**

##### **5.1. Engagement of the Project Manager**

Engagement of the project manager is satisfactory.

##### **5.2. Administrative-Technical Capacities**

Based on a review of the project documentation, as well as a conversation with Mr Amer Boloban from Zamm media Sarajevo, a conversation with the contracting authority and the beneficiaries, the administrative technical capacities of the project were adequate for a successful implementation of the project activities.

##### **5.3. Reporting and Procedures**

The reports were submitted within a deadline and in accordance with the set procedures.

##### **5.4. Project beneficiaries and partners**

Project beneficiaries, members of the implementation team and the supervisory team are satisfied with implementation of the activities so far, as well as with the project as a whole. The importance of a standardised handbook for employees in the administrative bodies was pointed out, considering that it would enable all the employees to find in one place the relevant universal standards, and international and local regulations related with conflict of interest, corruption, ethics, integrity and transparency, including also the existing mechanisms of coordination, prevention and combat against corruption at all the administration levels in BiH. Cooperation with all the project actors is at a satisfactory level.

#### **6. Conclusions**

In the implementation phase so far, the project team, in accordance with the planned activities, worked on implementation of all three project components. Implementation of all the project components is still not complete, considering that currently certain activities from the said components are being implemented, however, all the activities that were planned to take place by the moment of preparation of this report were either implemented or were being implemented in accordance with the plan.

#### **List of Annexes**

1. *Logical Framework Matrix*
2. *Plan of Activities*
3. *Plan of Expenses*
4. *Overview of Achievements of the Planned Activities by the Logical Framework*
5. *List of Interlocutors / Interviews*

Dates of monitoring visits: from 3rd February to 23rd March 2017

Interviews with: see the list of interlocutors in the Annex V.

Date: 27 March 2017

## ANNEX 1. Logical Framework Matrix

	Logic of work	Objectively Verifiable Indicators	Sources of Verification	Assumptions / Risks
<b>Overall objectives</b>	<p>Support to the processes of democratic stabilisation and public administration reform in the segment of building of professional and ethical civil service, through increase in transparency of work of the administration, strengthening of the integrity and awareness rising on the problem of corruption in work of the public services.</p> <p>Support to the public administration reform in BiH and a contribution to implementation of the general objective in the reform areas of Human Resources Management and Institutional Communication.</p>	<p>Measures and activities from the relevant strategies and the action plans for combat against corruption, related with the fields of intervention of this project, including also improvement of capacities of the civil servants in the field of combat against corruption were implemented.</p> <p>Bosnia and Herzegovina improved its position on the CPI list</p>	<p>Annual Commission Report on BiH. SIGMA Report APIK Report PARCO progress reports on implementation of public administration reform. Report on work of the Civil Service Agency of BiH, the Civil Administration Agency of the Republic of Srpska, the Civil service Agency of the Federation of BiH, the Sub-Department for Human Resources of the Brčko District of BiH.</p>	<p>P1: Firm commitment of the beneficiaries to work on building a professional and ethical civil service; P2. Understanding the significance of strengthening integrity and awareness rising on the problem of corruption in the work of the public services; P3. Active participation of the beneficiary representatives in all the project phases and during implementation of all the planned activities; R1: Unfavourable political climate; R2: lack of beneficiaries capacity R3: Reflection of economic circumstances on situation in administration. R4. Lack of commitment of the beneficiaries to work on building a professional and ethical civil service.</p>
<b>Purpose of</b>	Building of the capacities of the employees in	Employees in the institutions	Report on work of the Civil	P1: understanding the

## ANNEX 1. Logical Framework Matrix

<b>the Project</b>	the institutions and the bodies of the civil service / administration in BiH for combat against corruption, building of the tools for its suppression and preventive action to the cases of occurrence of corruption and conflict of interests in the civil service, with strengthening of the capacities of the central units and officers for information to implement thematic campaigns, public opinion researches and have a proactive relationship with the media.	and the civil service / administration bodies in BiH passed the appropriate training, the trainers were educated for further development of the capacities in the combat against corruption. A comprehensive handbook for the employees in the institutions and the administration bodies was finalised to serve as a tool for combat against corruption. Information / public relations officers of all the project beneficiaries were educated on public opinion research, analysis and interpretation of the results, and communicating those results to the target public. The problem of corruption was presented and key messages and manners of combating corruption were promoted through theme public campaign and its implementation	Service Agency of BiH, the Civil Administration Agency of the Republic of Srpska, the Civil Service Agency of the Federation of BiH, the Sub-Department for Human Resources of the Brčko District of BiH and the institutions set by the Civil Service Agencies and the Sub-Department for HR of the Brčko District of BiH Information Service of the CoM BiH, Public Relations Bureau of the RS, Public Relations Office of the FBIH, the Sector for Information of the BD BiH. PARCO progress report on public administration reform.	significance of the trainings by the managers of the beneficiary institutions; P2: general interest of the civil servants and information / public relations officers in education in this field; P3: general agreement of all the project beneficiaries, represented through the implementation and the supervisory teams, on the handbook contents. R1: insufficient availability of the target groups of the civil servants for training) R2: Inability to harmonise the contents of the handbook.
<b>Results at the project level (expected)</b>	Result 1 Raised awareness on the problem of corruption in public administration, ensured greater transparency and increased information of the public and the citizens on the work of the bodies of administration Link with the activities: all the activities will	For R1: Public opinion research and research of public standpoints of perception of corruption in public administration, its inception, volume prepared	PARCO progress report on public administration reform. Regular reports of the project implementer.	P1: Timely preparation of quality exit documents and approval of the reports. P2: Good cooperation with the institutions in charge of training of officers and the



## ANNEX 1. Logical Framework Matrix

	<p>contribute to achievement of this result.</p> <p>Result 2 Employees in institutions and civil service / administration bodies enabled for application of anticorruption measures and mechanisms of action in cases of corruption, and enabled for implementation of the measures prescribed by the Strategy and the Action Plan of combat against corruption (2015 - 2019). Link with the activities: This result will be achieved through the activities 1.1., 1.3., 1.4., 2.1. and 2.2.</p> <p>Result 3 Strengthened integrity of the bodies of the civil service and developed capacities for prevention of corruption at the level of respective institutions Link with the activities: all the activities will contribute to achievement of this result.</p> <p>Result 4 Developed capacities of the public relations officers and the public relations units for development and implementation of special</p>	<p>and implemented and the existing institutional solutions and legal frameworks in the segment of prevention of corruption and prevention of conflict of interest analysed; Public campaign on corruption and combat against corruption in the administration bodies was prepared and implemented, and key project messages were promoted.</p> <p>For R2 and R3: Over 70% of the planned number of officers (for each of the four administration levels) were educated on the corruption and the anti-corruption mechanisms; 30 trainers were educated for the topics of corruption and anti-corruption;</p> <p>For R4: Information / public relations officers of the central public relations units were educated for implementation of public opinion research</p>	<p>Reports of the supervisory teams.</p>	<p>planned number of attendees were ensured R1: Lack of interest of the officers in education from the field of corruption and prevention of corruption R2: Appropriate turn-out of the officers for education, but insufficient motivation for application of the newly adopted knowledge in their work place.</p>
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## ANNEX 1. Logical Framework Matrix

	thematic public campaigns Link with the activities: This result will be achieved through the activities 1.2.			
<b>Activities</b>	<p>1.1. Draft of methodology of research of public opinion on perception of corruption in the public administration, analysis of the existing normative and procedural framework for the issues of corruption in public administration and conflict of interests in the civil service;</p> <p>1.2. Implementation of thematic public opinion research, with development of capacities of the central units for information / public relations for its implementation;</p> <p>1.3. Design and preparation of the programme of training for combat against corruption, establishment of contents and materials for training (based on thematic research) – general programme and programme for “trainers”;</p> <p>1.4. Implementation of the training for target groups of civil servants. Development of two programmes of the training – one for managers / managing civil servants and the other for “trainers” (including also the information and public relations officers);</p> <p>2.1. Preparation of the handbook in cooperation with the workgroup of the project;</p> <p>2.2. Publication of the handbook, distribution and promotion;</p> <p>3.1. Preparation of the plan of promotional activities, including the public campaign for combat against corruption;</p> <p>3.2. Implementation of the plan of promotion and the anticorruption campaign;</p> <p>3.3. Evaluation and analysis of fulfilment of the plan of promotion and organising final</p>	Detailed list of indicators, related with each of the output documents / deliveries, are stated in the part 8. Work Plan.	<p>Interim reports of the project implementer for each activity and the Final Report.</p> <p>Reports of the Implementation Team</p> <p>Reports of the supervisory teams.</p> <p>Resources:</p> <p>Work days / budget for the expert fees in the total amount of: BAM 297,000.00</p> <p>Accompanying expenses in the total amount of: BAM 100,000.00</p>	<p>P1: Undeniable commitment of the beneficiary institutions representatives to give their active contribution to implementation of the planned activities and tasks and full cooperation of the implementer and the implementation and the supervisory teams.</p> <p>P2: No bottlenecks in implementation of the planned activities and results</p> <p>P3: Timely preparation and agreement on the output documents;</p> <p>P4: Good cooperation with the institutions in charge of training and the planned number of attendees were ensured</p> <p>R1: Time consuming procedure of agreement and approval of the output documents and interim reports</p> <p>R2: Lack of interest of civil servants in education in this field</p>

## ANNEX 1. Logical Framework Matrix

	conference of the project.			<p>R3: Lack of interest of civil servants to apply as future trainers</p> <p>R4: Lack of understanding in managers of the central information / public relations services regarding the importance of participation of their officers in education on public opinion research.</p> <p>The funds are provided in the Public Administration Reform Fund.</p>
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**ANNEX 2. Plan of Activities**

Objective/result/ component	Activities	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Number of days of engaged experts								Description of Accompanying Expenses						
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	TL	KE2	KE3	JKE1	JKE2	JKE3	JKE4	JKE5		Total					
Inception Phase	Establishing the funds of the project																										2	2	2	0	0	0	0	0	6					
	Establishing cooperation relations with the project actors and having the first meetings																										3	2	2	0	0	0	0	0	7					
	Drafting the project inception report																											10	6	4	0	0	0	0	0	20				
Total 1:																								15	10	8	0	0	0	0	0	0	33							
Component 1 – Thematic public opinion research, development and implementation of training programme on the problem of corruption in public administration	Draft of methodology of research of public opinion on perception of corruption in the public administration, analysis of the existing normative and procedural framework for the issues of corruption in public administration and conflict of interests in the civil service																										15	0	10	0	10	0	0	0	35	Technical and logistics expenses				
	Implementation of thematic public opinion research, with development of capacities of the central units for information / public relations for its implementation																										30	4	6	30	0	0	0	0	70	Technical and logistics expenses				
	Design and preparation of the programme of training for combat against corruption, establishment of contents and materials for training (based on thematic research) – general programme and programme for trainers																										10	5	5	0	0	10	0	0	30	Technical and logistics expenses, training organisation expenses, material and documents translation expenses				
	Implementation of the training for the target groups of civil servants; development of two programmes of the training – one for managers / managing civil servants and the other for “trainers” (including also the information and public relations officers)																										30	14	14	0	0	0	30	0	88	Expenses of training organisation for the beneficiaries representatives, materials and documents translation expenses				
Total 2:																								85	23	35	30	10	10	30	0	223								
Component 2 – Draft of manual for employees in the bodies of civil service / administration in BiH	Preparation of the handbook in cooperation with the workgroup of the project																										20	4	7	0	0	0	10	0	41	Expenses of draft, printing and distribution of the manual, technical and logistics expenses				
	Publication of the handbook, distribution and promotion																										5	0	0	0	0	0	5	0	10	Expenses of draft, printing and distribution of the manual, technical and logistics expenses				
Total 3:																								25	4	7	0	0	0	15	0	51								
Component 3 – Implementation of public campaign and promotion of project activities and results	Preparation of the plan of promotional activities, including the public campaign for combat against corruption																										0	20	0	0	0	0	0	10	30	Expenses of promotional activities and technical and logistics expenses				
	Implementation of the plan of promotion and the anticorruption campaign																										8	20	0	0	0	0	0	10	38	Expenses of promotional activities and technical and logistics expenses				
	Evaluation and analysis of fulfilment of the plan of promotion and organising final conference of the project																										5	5	4	0	0	0	0	5	19	Expenses of promotional activities and technical and logistics expenses				
Total 4:																								13	45	4	0	0	0	0	25	87								
Reporting																											8	4	4	0	0	0	0	0	16					
Promotional activities and visibility																											4	4	2	0	0	0	0	0	10	Expenses of promotional activities and technical and logistics expenses				
Total project:																								150	90	60	30	10	10	45	25	420								

**ANNEX 3. Plan of Expenses**

Objective/result/ component	Activities	Number of days of experts									Expert fees and overall expenses without the VAT									Accompanying expenses (VAT not included)				Total project expenses without the VAT
		TL	KE2	KE3	JKE1	JKE2	JKE3	JKE4	JKE5	Total	TL	KE2	KE3	NKE1	NKE2	NKE3	NKE4	NKE5	Total expert fees without the VAT (BAM)	Description of Accompanying Expenses	Qty.	Unit price without the VAT	Total accompanying expenses without the VAT BAM	
Inception Phase	Establishing the funds of the project	2	2	2	0	0	0	0	0	6	2.000	1.400	1.200	0	0	0	0	0	4.600	0			0	4.600
	Establishing cooperation relations with the project actors and having the first meetings	3	2	2	0	0	0	0	0	7	3.000	1.400	1.200	0	0	0	0	0	5.600	0			0	5.600
	Drafting the project inception report	10	6	4	0	0	0	0	0	20	10.000	4.200	2.400	0	0	0	0	0	16.600	0			0	16.600
	Total 1:	15	10	8	0	0	0	0	0	33	15.000	7.000	4.800	0	0	0	0	0	26.800				0	26.800
Component 1 – Thematic public opinion research, development and implementation of training programme on the problem of corruption in public administration	Draft of methodology of research of public opinion on perception of corruption in the public administration, analysis of the existing normative and procedural framework for the issues of corruption in public administration and conflict of interests in the civil service	15	0	10	0	10	0	0	0	35	15.000	0	6.000	0	4.000	0	0	0	25.000	Technical and logistics expenses	1	3.000	3.000	28.000
	Implementation of thematic public opinion research, with development of capacities of the central units for information / public relations for its implementation	30	4	6	30	0	0	0	0	70	30.000	2.800	3.600	12.000	0	0	0	0	48.400	Technical and logistics expenses	1	3.000	3.000	51.400
	Design and preparation of the programme of training for combat against corruption, establishment of contents and materials for training (based on thematic research) – general programme and programme for trainers	10	5	5	0	0	10	0	0	30	10.000	3.500	3.000	0	0	4.000	0	0	20.500	Technical and logistics expenses, training organisation expenses, material and documents translation expenses	1	10.000	10.000	30.500
	Implementation of the training for the target groups of civil servants; development of two programmes of the training – one for managers / managing civil servants and the other for “trainers” (including also the information and public relations officers)	30	14	14	0	0	0	30	0	88	30.000	9.800	8.400	0	0	0	12.000	0	60.200	Expenses of training organisation for the beneficiaries representatives, materials and documents translation expenses	1	40.000	40.000	100.200
	Total 2:	85	23	35	30	10	10	30	0	223	85.000	16.100	21.000	12.000	4.000	4.000	12.000	0	154.100				56.000	210.100
Component 2 – Draft of manual for employees in the bodies of civil service / administration in BIH	Preparation of the handbook in cooperation with the workgroup of the project	20	4	7	0	0	0	10	0	41	20.000	2.800	4.200	0	0	0	4.000	0	31.000	Expenses of draft, printing and distribution of the manual, technical and logistics expenses	1	10.000	10.000	41.000
	Publication of the handbook, distribution and promotion	5	0	0	0	0	0	5	0	10	5.000	0	0	0	0	0	2.000	0	7.000	Expenses of draft, printing and distribution of the manual, technical and logistics expenses	1	5.000	5.000	12.000
	Total 3:	25	4	7	0	0	0	15	0	51	25.000	2.800	4.200	0	0	0	6.000	0	38.000				15.000	53.000
Component 3 – Implementation of public campaign and promotion of project activities and results	Preparation of the plan of promotional activities, including the public campaign for combat against corruption	0	20	0	0	0	0	0	10	30	0	14.000	0	0	0	0	0	4.000	18.000	Expenses of promotional activities and technical and logistics expenses	1	8.000	8.000	26.000
	Implementation of the plan of promotion and the anticorruption campaign	8	20	0	0	0	0	0	10	38	8.000	14.000	0	0	0	0	0	4.000	26.000	Expenses of promotional activities and technical and logistics expenses	1	8.000	8.000	34.000
	Evaluation and analysis of fulfilment of the plan of promotion and organising final conference of the project	5	5	4	0	0	0	0	5	19	5.000	3.500	2.400	0	0	0	0	2.000	12.900	Expenses of promotional activities and technical and logistics expenses	1	8.000	8.000	20.900
	Total 4:	13	45	4	0	0	0	0	25	87	13.000	31.500	2.400	0	0	0	0	10.000	56.900				24.000	80.900
Reporting		8	4	4	0	0	0	0	0	16	8.000	2.800	2.400	0	0	0	0	0	13.200	0			0	13.200
Promotional activities and visibility		4	4	2	0	0	0	0	0	10	4.000	2.800	1.200	0	0	0	0	0	8.000	Expenses of promotional activities and technical and logistics expenses	1	5.000	5.000	13.000
	TOTAL PROJECT (without the VAT)	150	90	60	30	10	10	45	25	420	150.000	63.000	36.000	12.000	4.000	4.000	18.000	10.000	297.000				100.000	397.000
	Amount of VAT										25.500	10.710	6.120	2.040	680	680	3.060	1.700	50.490				17.000	67.490
	TOTAL with the VAT										175.500	73.710	42.120	14.040	4.680	4.680	21.060	11.700	347.490				117.000	464.490

## ANNEX 4: Overview of Achievements of the Planned Activities by the Logical Framework

Planned Activities	Objectively Verifiable indicators (OVI) / Funds / Expenses	Planned (yes/no)	Achieved (yes/no)	Comment
<b><i>Component 1 – Thematic public opinion research, development and implementation of training programme on the problem of corruption in public administration</i></b>				
<b>Activity 1.1.</b> Draft of methodology and structure of research of public opinion on perception of corruption in the public administration, analysis of the existing normative and procedural framework for the issues of corruption in public administration and conflict of interests in the civil service	<ul style="list-style-type: none"> <li>- Documents: Methodology and structure of public opinion research and the Poll form</li> <li>- Document: Analysis of the existing regulations by the levels of administration, relevant for the issues of corruption and conflict of interests in the civil service</li> <li>- Document: Guidelines for work of the Implementation Team</li> </ul> KE1: 15 days KE3: 10 days Other Experts: 10 days	YES	YES	The project team implemented this activity fully in accordance with the set deadline.
<b>activity 1.2.</b> Implementation of thematic public opinion research, with development of capacities of the central units for information / public relations for its implementation	<ul style="list-style-type: none"> <li>- Report on the inception conference</li> <li>- Data gathered with the use of the questionnaire</li> <li>- Report on the implemented public opinion research, with the research results</li> <li>- Report on the implemented training for the public relations officers</li> </ul> KE1: 30 days KE2: 4 days KE3: 6 days Other Experts: 30 days	YES	YES	The project team implemented this activity fully in accordance with the set deadline.

## ANNEX 4: Overview of Achievements of the Planned Activities by the Logical Framework

<b>Activity 1.3.</b> Design and preparation of the programme of training for combat against corruption, establishment of contents and materials for training (based on thematic research) – general programme and programme for trainers	<ul style="list-style-type: none"> <li>- Document: Analysis of the existing models of training in the field of prevention and combat against corruption in the region or the member countries of the EU</li> <li>- Programme, contents and modules of the training</li> <li>- Materials for the training</li> <li>- Standardised materials for trainers</li> </ul> <p>KE1: 10 days KE2: 5 days KE3: 5 days Other Experts: 10 days</p>	YES	YES	The project team implemented this activity fully in accordance with the set deadline.
<b>activity 1.4.</b> Implementation of the training for target groups of civil servants. Development of two programmes of the training – one for managers / managing civil servants and the other for “trainers” (including also the information and public relations officers)	<ul style="list-style-type: none"> <li>- Report on the implemented training for trainers</li> <li>- Report on the implemented general training</li> <li>- Evaluation form for implementation of evaluation of the training programme</li> <li>- Report on evaluation of the training programme</li> </ul> <p>KE1: 30 days KE2: 14 days KE3: 14 days Other Experts: 30 days</p>	YES	ONGOING	<p>This activity is in the phase of implementation. So far, the implementer implemented two two-day trainings for trainers, which were successfully attended by 32 officers.</p> <p>There is an ongoing general training, which by the moment of writing of this report, was attended by a total of 158 civil servants. In total, it was planned to have up to 850 attendees of the general training, so implementation of this activity is expected, and it was planned for the next period.</p> <p>Evaluation of the training is implemented during the whole period of the training duration.</p> <p>The planned deadline for implementation of this activity is April 2017.</p>
<b>Component 2 – Draft of manual for employees in the bodies of civil service / administration in BiH</b>				
<b>Activity 2.1.</b> Preparation of the handbook in cooperation with the workgroup of the project	<ul style="list-style-type: none"> <li>- Catalogue of regulations prepared, concerning the general rights and obligations of the employees in the administration bodies</li> <li>- Contents, volume and the structure of the manual</li> </ul> <p>KE1: 20 days KE2: 4 days KE3: 7 days Other Experts: 10 days</p>	YES	ONGOING	<p>This activity is in the phase of implementation. Implementer prepared the catalogue of regulations, concerning the general rights and obligations of the employees in the administration bodies. Next, they harmonised the contents of the handbook with the Implementation Team and the Supervisory Teams. In accordance with the harmonised contents of the handbook, the implementer started writing the text of the handbook. . At the moment of writing this monitoring report, the expectation was that by the mid-March the text of the handbook would be submitted to the members of the Implementation Team for harmonisation.</p> <p>The planned deadline for implementation of this activity is</p>

#### ANNEX 4: Overview of Achievements of the Planned Activities by the Logical Framework

				March 2017.
<b>activity 2.2.</b> Publication of the handbook, distribution and promotion	<ul style="list-style-type: none"> <li>- Test prints of the handbook</li> <li>- Handbook</li> <li>- Manual distribution scheme</li> </ul> KE1: 5 days Other Experts: 5 days	<b>YES</b>	<b>ONGOING</b>	Implementation of the activity is expected in the coming period. It is planned for May 2015.
<b>Component 3 – Implementation of public campaign and promotion of project activities and results</b>				
<b>activity 3.1.</b> Preparation of the plan of promotional activities, including the public campaign for combat against corruption	<ul style="list-style-type: none"> <li>- The plan of promotional activities and public campaigns</li> </ul> KE2: 20 days Other Experts: 10 days	<b>YES</b>	<b>YES</b>	The project team implemented this activity fully in accordance with the set deadline.
<b>activity 3.2.</b> Implementation of the plan of promotion and the anticorruption campaign	<ul style="list-style-type: none"> <li>- Report on the implemented public campaign</li> </ul> KE1: 8 days KE2: 20 days Other Experts: 10 days	<b>YES</b>	<b>ONGOING</b>	<p>In accordance with the plan of promotion activities and public campaign, a plan of campaign was prepared, as well as the start of production of the necessary materials. The plan of activities on implementation of the campaign was harmonised, the budget was divided to segments of the campaign, and its implementation started.</p> <p>The planned deadline for implementation of this activity is April 2017.</p>



#### ANNEX 4: Overview of Achievements of the Planned Activities by the Logical Framework

<b>Activity 3.3.</b> Evaluation and analysis of fulfilment of the plan of promotion and organising final conference of the project	<ul style="list-style-type: none"><li>- Report on evaluation of the plan of promotional activities and public campaign</li><li>- Report on the final conference</li></ul> KE1: 5 days KE2: 5 days KE3: 4 days Other Experts: 5 days	<b>NO</b>	<b>NO</b>	This activity was planned for the next reporting period. The planned deadline for implementation of this activity is May 2017.
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## ANNEX 5. List of Interlocutors / Interviews

No.	Name and Surname	Position, Sector	Institution	Place	Date	Meeting held (yes / no)
1.	Sandra Srdanović	Member of the IT	Ministry of Justice of BiH	Sarajevo	03/02/2017	YES
2.	Husein Orahovac	Member of the IT	Civil Service Agency of the FBiH	Sarajevo	03/02/2017	YES
3.	Sanja Tajisić	Member of the IT	Civil Administration Agency of the RS	Banja Luka	07/02/2017	NO
4.	Una Bejtović	KE 2 - Expert in communication and promotion	Zamm media Consulting	Sarajevo	16/03/2017	YES
5.	Amer Boloban	Key expert assistant, technical assistance in implementation of the project activities	Zamm media Consulting	Sarajevo	20/03/2017	YES
6.	Mubera Begić	Expert advisor in the reform area of Institutional Communication	PARCO	Sarajevo	23/03/2017	YES
7.	Enida Šeherac-Džaferović	Expert Advisor in the reform area of Human Resources Management	PARCO	Sarajevo	23/03/2017	YES