

Annex No 1

to Order of the Minister of Justice
No 113-L of 13 March 2020

“ Annex No 3

to Order of the Minister of Justice
No 103-L of 29 March 2019

STATUTE

OF THE DEPARTMENT FOR DRAFTING AND MONITORING OF ANTI-CORRUPTION POLICY OF THE MINISTRY OF JUSTICE

1. GENERAL PROVISIONS

1. The Department for Drafting and Monitoring of Anti-Corruption Policy (hereinafter referred to as “the Department”) of the Ministry of Justice (hereinafter referred to as “the Ministry”) is the main professional structural subdivision of the Ministry.
2. The Statute of the Department shall be approved by the Minister of Justice (hereinafter referred to as “the Minister”).
3. The Department shall operate based on the Constitution, laws, other legal acts, as well as the Statute of the Ministry and this Statute.
4. The Department shall comprise the head of the Department and the divisions of the Department.

2. OBJECTIVES AND TASKS OF THE DEPARTMENT

5. The objectives of the Department shall be as follows:
 - (1) to draft and implement the anti-corruption policy;
 - (2) to carry out monitoring over implementation of anti-corruption processes, anti-corruption strategy and measures.
6. The tasks of the Department shall be as follows:
 - (1) to ensure the drafting and implementation of anti-corruption strategy;
 - (2) to ensure and co-ordinate the fulfilment of international commitments in anti-corruption field;
 - (3) to carry out monitoring over implementation of measures of anti-corruption strategy and fulfilment of international commitments;
 - (4) to implement the activities of the Secretariat of the Council for Anti-Corruption Policy.

3. FUNCTIONS OF THE DEPARTMENT

7. With a view of implementing its objectives and tasks, the Department shall perform the following functions:
 - (1) drafting and implementing the anti-corruption policy;
 - (2) carrying out monitoring over implementation of anti-corruption processes, anti-corruption strategy and measures;
 - (3) implementing the activities of the Secretariat of the Council for Anti-Corruption Policy.

4. COMPETENCES OF THE DEPARTMENT

8. The competences of the Department shall be as follows:

- (1) implementing activities related to study and analysis of the legislation of the Republic of Armenia and international practice in the anti-corruption field (hereinafter referred to as “the co-ordination sector”);
- (2) implementing activities related to drawing up of draft legal acts aimed at regulation of yet not regulated relations in the co-ordination sector and of draft legal acts on making amendments and supplements to legal acts having been already adopted and entered into force, as well as delivering a position on draft legal acts submitted for opinion;
- (3) implementing measures relating to co-ordination sector and reserved to the Ministry under relevant programmes and strategies, as well as submitting reports on the course of implementation thereof;
- (4) carrying out monitoring over implementation of strategy in the co-ordination sector and the action plan deriving therefrom, as well as over other processes relating to the co-ordination sector;
- (5) preparing reports and drafting recommendations as a result of monitoring carried out and submitting them to relevant bodies;
- (6) implementing activities related to fulfilment and co-ordination of international commitments in the co-ordination sector;
- (7) implementing activities related to drawing up of draft responses as a result of consideration and analysis, as prescribed by law, of written recommendations, applications and complaints of citizens (including foreign citizens and stateless persons) and legal persons regarding the co-ordination sector;

- (8) arranging the sittings of the Council for Anti-Corruption Policy and preparing reports;
- (9) ensuring co-operation with international and non-governmental organisations in the co-ordination sector;
- (10) other competences prescribed by the legislation of the Republic of Armenia.

5. DIVISIONS INCLUDED IN THE DEPARTMENT

- 9. The Department shall include:
 - (1) the Division for Drafting of Anti-Corruption Policy;
 - (2) the Division for Monitoring.
- 10. The divisions of the Department shall perform their functions in co-operation with each other.

6. FUNCTIONS OF THE DIVISIONS OF THE DEPARTMENT

- 11. The functions of the Division for Drafting of Anti-Corruption Policy (hereinafter referred to as “the Division” in this point) shall be as follows:
 - (1) implementing activities related to study and analysis of the legislation of the Republic of Armenia and international practice in anti-corruption field (hereinafter referred to as “the co-ordination sector” in this point);
 - (2) implementing activities related to elaboration of draft legal acts aimed at regulation of yet not regulated relations in the sector co-ordinated by the Division, including that of draft anti-corruption strategy and action plan deriving therefrom, as well as of draft legal acts on making amendments and supplements to the legal acts having been already adopted and entered into force;

- (3) implementing activities related to submission of draft legal acts, elaborated by the Division, to interested bodies, those related to organisation of public deliberations on drafts with regard to reaching agreement on them with interested bodies, as well as related to summarisation of the opinions received from interested bodies;
 - (4) implementing activities, as prescribed by law, related to drawing up of documents attached to draft legal acts elaborated by the Division (justifications, statements of information, summary papers, etc.);
 - (5) implementing co-operation with international and non-governmental organisations with regard to issues related to the sector co-ordinated by the Division;
 - (6) implementing measures on the fulfilment of international commitments related to anti-corruption field;
 - (7) delivering an opinion on draft international documents somehow related to the co-ordination sector, preparing reports on already adopted documents;
 - (8) ensuring representation within international sector-specific organisations;
 - (9) implementing activities related to drawing up of draft responses as a result of consideration and analysis, as prescribed by law, of written recommendations, applications, including information inquiries, and complaints of citizens and legal persons regarding the sector co-ordinated by the Division.
12. The functions of the Division for Monitoring (hereinafter referred to as “the Division” in this point) shall be as follows:
- (1) carrying out monitoring over implementation of strategy in the co-ordination sector and the action plan deriving therefrom, as well as over other processes relating to the co-ordination sector;

- (2) implementing, as a result of monitoring, activities related to preparing of reports, as well as drafting recommendations and submitting them to relevant bodies aimed at implementation of measures,;
- (3) developing and submitting, on annual basis, the responses to the questionnaires forwarded to Armenia within the scope of the Istanbul Anti-Corruption Action Plan of the Anti-Corruption Network for Eastern Europe and Central Asia of the Organisation for Economic Co-operation and Development (hereinafter referred to as “the OECD”), the recommendations and comments regarding the submitted draft report, as well as co-ordinating the process of assessment of Armenia by the OECD;
- (4) developing and submitting periodic reviews regarding the course of implementation of the requirements of the United Nations Convention against Corruption (hereinafter referred to as “the Convention”) within the scope of the Convention, developing and providing the responses to the submitted questionnaires, co-ordinating the process of assessment of implementation of the Convention, submitting recommendations and comments regarding the submitted draft report;
- (5) developing and submitting the responses to the questionnaires provided by the Group of States Against Corruption (hereinafter referred to as “the GRECO”), providing periodic reviews on the course of implementation of the recommendations given by the GRECO to Armenia, co-ordinating the process of assessment thereof, submitting recommendations and comments regarding the submitted draft report, co-ordinating the activities aimed at implementation of recommendations issued to Armenia under the report;
- (6) organising the activities of the Council for Anti-Corruption Policy;
- (7) implementing the activities of the Secretariat of the Council for Anti-Corruption Policy (except for technical activities related to arranging of sittings);

- (8) ensuring representation within international sector-specific organisations;
- (9) implementing activities related to drawing up of draft responses as a result of consideration and analysis, as prescribed by law, of written recommendations, applications, including information inquiries, and complaints of citizens and legal persons regarding the sector co-ordinated by the Division.

7. CO-ORDINATION AND MANAGEMENT OF THE DEPARTMENT

- 14. The activities of the Ministry shall be managed by the Minister.
- 15. The activities of the Department shall be co-ordinated by the relevant Deputy Minister, within the scope of his or her powers of co-ordination.
- 16. The Department shall operate under the direct supervision of the head of the Department.
- 17. The head of the Department shall be directly accountable to the Minister and to the relevant Deputy Minister.
- 18. The documents created through the performance of functions of the Department shall be signed by the Minister or the relevant Deputy Minister.
- 19. The head of the Department may, upon the assignment or consent of the immediate superior, sign the documents created through the performance of the functions of the Department.

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