

2010

Southern Sudan Anti-corruption Commission

# ANNUAL PLAN 2010

JUBA, JANUARY 2010

Southern Sudan Anti-corruption Commission





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## **ABBREVIATIONS AND ACRONYMS**

Act 2009 – Southern Sudan Anti-corruption Commission Act, 2009

DGs – Directors General of the Southern Sudan Anti-corruption Commission

DIAL- Declaration of Incomes, Assets and Liabilities

ED – the Executive Director of Southern Sudan Anti-corruption Commission

GOSS- Government of Southern Sudan

ICSS – Interim Constitution of Southern Sudan

SACFs- State Anti-corruption Fora

SMT - the Senior Management Team

SSACC – Southern Sudan Anti-corruption Commission

SSACF – Southern Sudan Anti-corruption Forum

## FOREWORD

In an effort to ensure that there is popular support in the fight against corruption in Southern Sudan, the approach of the SSACC is holistic and participatory.

This Annual Plan 2010 spells out clearly the activities that the SSACC will do to achieve its vision, mission and objectives. The SSACC and its activities consciously aim to impart good governance in all spheres of our national life and to create a vibrant and wholesome environment that will foster socio-economic development and ensure the consolidation and perpetuation of the efforts of all present and future government reforms.

This Plan is the roadmap for the implementation, monitoring and evaluation of approved activities of SSACC for the year. Management will measure impact from the successes and will be better positioned to make the necessary adjustments to improve the quality and delivery of services from this office and the anti-corruption offices our ten states to the peoples of Southern Sudan.

The Commission is grateful to the Management and staff of the SSACC for their participation in the preparation of this document.

DR PAULINE RIAK  
CHAIRPERSON

## 1. INTRODUCTION

The Southern Sudan Anti-Corruption Commission (SSACC) is an independent government institution. The SSACC is established to spearhead the Government of Southern Sudan's (GOSS) fight against corruption throughout Southern Sudan, working with other GOSS institutions, the private sector and civil society. The Commission derives its powers and functions from the Interim Constitution of Southern Sudan (ICSS) 2005 Article 148 (1), which mandates it to:

- (a) Protect public property;
- (b) Investigate cases of corruption involving public property as well as in the private sector; such investigation shall be submitted to the Ministry of Legal Affairs and Constitutional Development for necessary action;
- (c) Combat administrative malpractices in public institutions such as nepotism, favouritism, tribalism, sectionalism, gender discrimination, bribery, embezzlement and sexual harassment; and
- (d) Pursuant to the provisions of Article 121 (1) herein, require all persons holding such public offices to make a confidential formal declaration of their income, assets and liabilities.

In line with the Interim Constitution of Southern Sudan, 2005, and Section 9 of the Southern Sudan Anti-corruption Commission Act, 2009, the functions of the Commission are as follows:

- (1) The functions of the Commission shall be to:
  - (a) Protect public property;
  - (b) Investigate cases of corruption involving public property as well as the private sector; such investigation shall be submitted to the Ministry of Legal Affairs and Constitutional Development for appropriate action;
  - (c) Coordinate with any agency of Government in the investigation of cases of corruption;
  - (d) Combat conducts which tend to promote or encourage corrupt practices in public affairs;
  - (e) Combat administrative malpractices in public institutions such as nepotism, favouritism, tribalism, sectionalism, gender discrimination, bribery, embezzlement and sexual harassment;
  - (f) Enlist and educate the public and foster public support in combating corruption and corrupt practices.

- (g) Collaborate with Southern Sudan, national, regional and international professional scientific institutions and organizations.
- (2) The Commission may engage in such other functions and duties and exercise such other powers as entrusted to it by or under the ICSS, the President, and the provisions of this Act and or any other law.

In 2009, the Commission launched the Southern Sudan Anti-corruption Strategy, 2010 – 2014 and the Southern Sudan Anti-corruption Action Plan, 2010 -2014, based on these legal provisions. The Southern Sudan Anti-corruption Commission’s Annual Plan 2010 aims to implement a series of measures outlined in the Strategy and the Action Plan to combat corruption; fulfil the mandate of the Commission and achieve the vision of a corruption-free Southern Sudan. Each of the five Directorates of the Commission contributed significantly to production of, and will play a critical role in implementing, the Annual Plan 2010.

The Annual Plan 2010 was drafted by the Management in collaboration with staff in the five directorates of SSACC and reviewed and endorsed by the Commission. The Plan will be the basis for monitoring and evaluation of implementation of the activities of SSACC and measuring the progress achieved. The Commission will report monthly on its activities and progress towards achievement of its key Objectives for 2010. It will also produce quarterly reports and the annual report 2010 and submit them to the President of GOSS and the Southern Sudan Legislative Assembly as required by law.

## 2. CORRUPTION PREVENTION AND EDUCATION

### 2.1. Introduction

The Directorate of Corruption Prevention and Education (CPE) made up of three departments: Department of Research and Information; Department of Ethics, Integrity and Quality Assurance; and Department of Communications, Public Awareness and Education. The functions of the Directorate are as follows:

- (a) Introduce appropriate measures to prevent corruption in Southern Sudan;
- (b) Promote good governance in Southern Sudan; and
- (c) Administer declaration of incomes, assets and liabilities forms.

The key priorities of the directorate and its activities and targets are derived from or based on its above-mentioned functions.

### 2.2. Key Priorities

In 2010, the Directorate of Corruption Prevention and Education will:

- (a) Implement measures for corruption prevention listed in the Strategy 2010-2014;
- (b) Conduct a survey research on perceptions of corruption in Southern Sudan.
- (c) Co-ordinate the celebration of the Global Anti-Corruption Day 2010.
- (d) Co-ordinate implementation of the measures listed in the Strategy for promoting good governance; and
- (e) Administer assets, incomes and liabilities declaration forms.

The following Action Plan outlines a number of measures which will be implemented by the Directorate of Corruption Prevention and Education to achieve these key priorities.



### 2.3. Action Plan

Key Objectives	Key activities	Key Performance Indicators	Time-frame				
			Q1	Q2	Q3	Q4	
(1) Implement measures for corruption prevention listed in the Strategy.	(a) Manage a national campaign to educate and raise awareness of public officials about corruption.	The campaign is successfully completed.	x	x	x	x	
		More than 10,000 public officials get the key messages through the media.	x	x	x	x	
	(b) Manage a national campaign to educate and raise awareness of the civil society about corruption.	The campaign is successfully completed.	x	x	x	x	
		More than 500 civil society organisations get the key messages through the media.	x	x	x	x	
	(c) Manage a national campaign to educate and raise awareness of the private sector about corruption.	The campaign is successfully completed.	x	x	x	x	
		More than 5000 businesses get the key messages through the media.	x	x	x	x	
	(d) Manage a national campaign to educate raise awareness of the public about corruption.	The campaign is successfully completed.	x	x	x	x	
		More than 1 Million people get the key messages through the media.	x	x	x	x	
	(2) Conduct a survey on perceptions of corruption in Southern Sudan.	(a) Commission a consultant to conduct the perceptions survey.	Perception Survey conducted in the ten states in Southern Sudan.			x	x
		(b) Facilitate the conduct of the survey in all the 10 States.	The Survey is conducted.			x	x
		(c) Launch the perception survey report.	The report is launched.				x
		(d) Make arrangements for implementation of the recommendations of the report in 2011.	The necessary arrangements are made.				x
(3) Co-ordinate the celebrations of the Global Anti-Corruption Day 2010.	(a) Draft a project implementation plan.	The plan is drafted.	x				
	(b) Make arrangements for appointment of the Organizing Committee and its Sub-committees.	The Organizing Committee and the Sub-committees appointed.			x		
	(c) Co-ordinate meetings of the Sub-committees involved in the project.	The meetings are coordinated.			x	x	
	(d) Make arrangements for participation of schools and musicians.	Schools and musicians participated.			x	x	
	(e) Invite the stakeholders to participate at the celebrations.	The celebrations well attended by the stakeholders.				x	

Key Objectives	Key activities	Key Performance Indicators	Time-frame			
			Q1	Q2	Q3	Q4
(4) Follow up implementation of the measures listed in the Strategy 2010-2014 for promoting good governance.	(a) Follow up development and implementation of integrated public financial management systems and procedures as prescribed by existing and anticipated law to ensure transparency, efficiency and effectiveness in financial, budgetary and asset management.	Meetings held.	x	x	x	x
		Minutes taken and available.				
	(b) Liaise with the MOFEP to ensure that legislation to regulate the process of procurement of assets, goods, services and disposal thereof is enacted and all government institutions are encouraged to adhere to the Interim Public Procurement and Disposal Regulations, 2006.	Meetings held.	x	x	x	x
		Minutes taken and available.				
	(c) Follow up implementation of the Taxation Act, 2009, to ensure management of taxation, customs and other revenues is improved.	Meetings held.	x	x	x	x
		Minutes taken and available.				
	(d) Follow up enactment of the Public Service Bill, 2009, to ensure human resource management is improved.	Meetings held.	x	x	x	x
		Minutes taken and available.				
	(e) Work with MOPSHRD to promote ethical conduct in public service.	Meetings held.	x	x	x	x
		Minutes taken and available.				
(f) Work closely with MOFEP and SSAC to ensure that government accounts are closed and audited annually.	Meetings held.	x	x	x	x	
	Minutes taken and available.					
(g) Work closely with MOFEP, SSAC, MOLACD, MOIA, JOSS and MOPSHRD to build the capacity of public institutions to fight corruption.	Meetings held.	x	x	x	x	
	Minutes taken and available.					
(h) Carry out system audits.	Number of institutions audited.		x	x		
5. Administer the declaration of incomes, assets and liabilities forms.	(a) Develop and maintain a database and profiles on all GoSS leaders.	The database of leaders is developed and maintained.	x	x		
	(b) Develop and maintain a database and profiles on all GoSS institutions.	The database of institutions is developed and maintained.	x	x		
	(c) Conduct briefings in all the 10 States to facilitate the process of declaration of incomes, assets and liabilities.	Briefings conducted in the 10 States.	x			
		The DIAL Forms are distributed in the 10 States.	x			
(d) Draft a policy for management of declaration of incomes, assets and liabilities.	The policy is drafted.	x	x			

### **3. INVESTIGATIONS AND LEGAL SERVICES**

#### **3.1. Introduction**

The Directorate of Investigation and Legal Services has three departments:

- (a) Department of Data Management
- (b) Department of Investigations
- (c) Department of Legal Services

The Department of Data Management is concerned with the receipt of complaints from the public; proper registration of the complaints; gathering of intelligence reports on reported cases; analyzing complaints received; opening of case files; dealing with incoming and outgoing letters related to investigations; and compiling statistics of investigative activities of the Commission.

The Department of Investigations is responsible for investigating cases of corruption involving public property as well as the private sector and combating administrative malpractices in public institutions such as nepotism, favouritism, tribalism, sectionalism, gender discrimination, bribery, embezzlement and sexual harassment. In so doing, it provides a reactive approach to the fight against corruption and malpractices.

The Department of Legal Services, as the name suggests, is responsible for provision of legal advice to the Commission; updating the Commission on legal instruments of GOSS; revising the rules and regulations of SSACC; submission and following up of cases submitted to MoLACD; reviewing operations of the Commission; drafting legislations on behalf of the Commission and following up their enactment with MoLACD.

#### **3.2. Key Priorities**

In 2010, the Directorate of Investigation and Legal Services will:

- (a) Investigate corruptions cases and submit files to MoLACD for prosecution;
- (b) Develop mechanisms to facilitate reporting of corruption cases to SSACC;
- (c) Draft Anti-Corruption Bill; Assets, Income and Liabilities Declaration Bill; and rules, regulations and policies of SSACC; and

The following Action Plan provides details of the activities that the Directorate will implement to achieve the priorities stated above, the key Objectives and key performance indicators as well as the time-frame.

### 3.3. Action Plan

Key Objectives	Key activities	Key Performance Indicators	Time-frame			
			Q1	Q2	Q3	Q4
1. Investigate corruption cases and submit files to MOLACD for prosecution.	(a) Train ILS staff in investigation.	At least 50 staff trained.	x	x	x	
	(b) Build capacity on Penal Code, Criminal law and CID.	At least 50 staff trained.	x	x	x	
	(c) Observation and study tours to anti-corruption agencies.	At least 4 staff on exposure tour.	x	x	x	
	(d) Revise and print The Investigation Handbook.	Number of handbooks printed.	x	x		
	(e) Disseminate and train staff of SACOs and SSACC to use The Investigation Handbook.	At least 50 staff trained to use the Investigation Handbook.	x	x	x	
	(f) Consult with relevant stakeholders on investigation of corruption cases.	At least 5 stakeholders consulted.	x	x	x	
	(g) Conduct investigations into corruption allegations in GOSS and the States.	All allegations reported investigated.	x	x	x	x
	(h) Submit case files to MoLACD and follow up.	All allegations with supporting evidence submitted to MoLACD. Follow up meetings held monthly.	x	x	x	x
2. Develop mechanisms to facilitate reporting of corruption cases to SSACC.	(a) Print, launch and disseminate the guidelines for reporting corruption cases.	10,000 copies of the guidelines are printed.	x			
		The guidelines are launched.				
		The guidelines are disseminated in the 10 States.				
	(b) Design and install complaint boxes.	At least 30 drop in boxes installed.	x			
	(c) Establish telephone hotlines for receiving complaints.	15 Telephone Hotlines established and operational.	x			
	(d) Publicise e-mail address for reporting corruption cases.	The e-mail address is published.	x			
(e) Encourage people to come to SSACC Head Office and report corruption cases.	At least 100 corruption allegations reported.	x	x	x	x	

Key Objectives	Key activities	Key Performance Indicators	Time-frame			
			Q1	Q2	Q3	Q4
3. Provide legal services to the Commission.	(a) Provide legal advice to the Commission.	At least 10 documented advice rendered	x	x	x	x
	(b) Update the Commission with legal instruments.	At least 20 operational laws obtained	x	x	x	x
	(c) Revise rules, policies and regulations of SSACC.	At least 5 rules and regulations revised	x	x	x	x
	(d) Follow up cases submitted to MoLACD.	Monthly follow up meetings held.	x	x	x	x
	(e) Draft laws and regulations for SSACC.	At least 3 laws/ regulations drafted.	x	x	x	x
	(f) Plan workshop for stakeholders to discuss the bills.	At least 3 workshops held.	x	x	x	x
	(i) Verification of DIAL forms to generate cases for investigations.	At least 500 forms perused and verified		x	x	

## **4. STATES CO-ORDINATION AND DONOR RELATIONS**

### **4.1. Introduction**

The Directorate was established in 2007 and became operational in January 2008. The functions and responsibilities of this Directorate are as stipulated bellow:

- (a) Co-ordinate implementation of Southern Sudan Anti-corruption Strategy, 2010-2014 and Southern Sudan Anti-corruption Action Plan, 2010 - 2014 in the 10 States;
- (b) Co-ordinate the establishment and resourcing of offices and capacity building of the staff of the SACOs;
- (c) Co-ordinate the drafting of annual plans and budgets of the SACOs;
- (d) Line-manage, supervise and support the Directors of the SACOs;
- (e) Liaise with the Directors of SACOs to ensure they report to SSACC on monthly, quarterly and annual basis; and
- (f) Manage relations with the donors and development partners.

The action plan for 2010 is, therefore, prepared in line with the functions of the Directorate as outlined above.

### **4.2. Key Priorities**

In 2010, the Directorate of States Co-ordination and Donor Relations will:

- (a) Co-ordinate establishment of State Anti-Corruption Offices in the 10 States;
- (b) Co-ordinate implementation of Southern Sudan Anti-corruption Strategy, 2010-2014 and Southern Sudan Anti-corruption Action Plan, 2010 - 2014 in the 10 States;
- (c) Facilitate the formation and operation of State and County anti-corruption fora and facilitate visits to the states to support these activities;
- (d) Line-manage, supervise and support the Directors of the SACOs; and
- (e) Manage relations with the donors and development partners.

### 4.3. Action Plan

Key Objectives	Key activities	Key Performance Indicators	Time-frame			
			Q1	Q2	Q3	Q4
1. Co-ordinate establishment of State Anti-Corruption Offices in the 10 States.	(a) Liaise with the States to allot land for 10 SACOs.	Land is allocated for 10 SACOs.	x			
	(b) Construct 10 prefab offices for the 10 SACOs.	10 prefab offices are constructed for the SACOs.	x	x	x	
	(c) Procure office furniture and equipment for 10 SACOs.	10 SACOs furnished and equipment are procured.	x	x	x	
	(d) Procure generators for the 10 SACOs.	10 generators are procured and delivered to the SACOs.	x	x	x	
	(e) Recruit staff for the 10 SACOs.	7 staff are recruited for each SACO.	x	x	x	
	(f) Hold consultation meetings with the Governors of the six States with SACOs on restructuring of the 6 SACOs.	Consultation meetings held.	x	x	x	
		The way forward is agreed.				
(g) Advertise the job vacancies and recruit staff.	Job vacancies are advertised. Staff are recruited.	x	x	x		
2. Co-ordinate implementation of Southern Sudan Anti-corruption Strategy, 2010-2014 and Southern Sudan Action Plan, 2010 - 2014 in the 10 States.	(a) Co-ordinate the launch of a national campaign to raise awareness of the public about corruption in all the States.	National campaign launched.	x	x		
	(b) Co-ordinate the launch of a national campaign to raise awareness of the public officials about corruption in all the States.	National campaign launched.		x	x	
	(c) Co-ordinate the launch of a national campaign to raise awareness of the private sector and civil society about corruption in all the States.	National campaign launched.		x	x	
	(d) Co-ordinate visits of the Commission and staff to the States.	At least 10 visits to the States completed.	x	x	x	x
	(e) Co-ordinate briefing of the States on Declaration of Income, Assets and Liabilities.	10 briefings on DIAL conducted.	x			
	(f) Encourage SACOs to ensure all the public officials concerned get the Declaration Forms.	Number of DIAL forms distributed to public officials.	x			
	(g) Ensure guidelines on reporting corruption allegations are circulated to all SACOs.	All SACOs received the guidelines.	x	x		

Key Objectives	Key activities	Key Performance Indicators	Time-frame			
			Q1	Q2	Q3	Q4
3. Facilitate the formation and operation of State anti-corruption fora and facilitate visits to the states to support these activities.	(a) Co-ordinate the launch of the State Anti-corruption Fora (SACFs) in all the States.	The launch of the 10 SACFs completed.	x			
	(b) Liaise with the SACFs to meet and submit reports to SSACC and SSACF regularly.	The 10 SACFs meet on regular basis.	x	x	x	x
	(c) Co-ordinate the visits of the staff of the Commission to the States and their participation in the meetings of the fora.	The visits to 10 States completed.	x	x	x	x
4. Line-manage, supervise and support the Directors of the SACOs.	(a) Make arrangements for line-management of Directors of SACOs.	Line-management arrangements in place.	x			
	(b) Hold regular supervision meetings with the Directors of SACOs.	Supervision meetings held with the 10 Directors of SACOs.	x	x	x	x
	(c) Provide on-going support to the Directors of SACOs.	Support provided to the Directors of SACOs.	x	x	x	x
	(d) Liaise with the Directors of SACOs to ensure they report to SSACC on monthly, quarterly and annual basis.	The 10 SACOs reported to SSACC monthly, quarterly and annually.	x	x	x	x
	(e) Identify training needs of staff of the SACOs and co-ordinate training for them.	Training needs identified. Training needs communicated to DG Administration.	x	x	x	x
	(f) Co-ordinate the drafting of annual plans and budgets of the SACOs for 2011.	Annual plans and budgets of 10 SACOs submitted to ED.		x	x	
	(g) Disseminate relevant information to SACOs on anti-corruption issues.	Relevant documents circulated to SACOs.	x	x	x	x
5. Manage relations with the donors and development partners.	(a) Maintain contacts with the UNDP, World Bank, Norway, UNODC, JDT, USAID, WVS, Switzerland and other donors and development partners.	Contacts maintained.  Mechanisms for communication with the donors and development partners established.	x	x	x	x
	(b) Coordinate meetings with the donors and development partners.	10 meetings held.	x	x	x	x
	(c) Report to the donors and development partners on progress and achievements of projects on regular basis.	Reports submitted to the donors in time.	x	x	x	x



## 5. GENERAL ADMINISTRATION

### 5.1. Introduction

This section covers the work of “the Commission”, the Directorate of Administration and the Directorate of Finance.

The Commission of SSACC is responsible for the following functions:

- (a) Set policies, objectives and guidelines for the Commission;
- (b) Set priorities and annual performance targets for the Commission;
- (c) Review and evaluate the performance of the Commission;
- (d) Assess and approve the annual reports and accounts of the Commission;
- (e) Oversee the process of realising the vision and strategic Objectives of the Commission;
- (f) Mobilise resources for the activities of the Commission as set out in this Act;
- (g) Protect the independence and autonomy of the Commission and;
- (h) Approve the annual budget of the Commission for submission to the Assembly in the General Annual Budget of the Government.

The Directorate of Administration was set up to provide a conducive and enabling environment towards effective implementation of the Commission’s activities. Its functions are summarized below:

- (a) Recruit, deploy, support and train staff;
- (b) Draft operational policies and procedures;
- (c) Ensure cost-effective procurement of services and goods;
- (d) Manage staff appraisals, leaves, annual pay increase, promotions and any other personnel matters;
- (e) Provide Information and Communication Technology (ICT) services for the Commission as a whole.

The Directorate of Finance is responsible for the following functions:

- (a) Draw up, in consultation with the Directors General and the Executive Director, the budget for the Commission;

- (b) Update the Commissioners on a regular basis about the budget implementation;
- (c) Ensure that the expenditures of SSACC are in line with the approved budget;
- (d) Prepare monthly, quarterly and annual financial statements and analysis for the Commission;
- (e) In collaboration with the Directorate of Administration, ensure that the preparation of staff monthly payroll is done in a timely manner;
- (f) Make payments following the Ministry of Finance and Economic Planning's laid down rules and regulations governing good financial practices;
- (g) Review and update "SSACC Accounting Policies and Procedures Manual" and educate the staff on its use, to ensure compliance and proper use of GoSS resources;
- (h) Advise the Chairperson and the Senior Management Team (SMT) on financial matters.

## **5.2. Key Priorities**

In 2010, "the Commission" will pursue the following priorities:

- (a) Oversee investigation of corruption allegations.
- (b) Set policies, objectives and guidelines for the Commission;
- (c) Set priorities and annual performance targets for the Commission;
- (d) Review and evaluate the performance of the Commission;
- (e) Assess and approve the annual reports and accounts of the Commission;
- (f) Oversee the process of realising the vision and strategic Objectives of the Commission;
- (g) Mobilise resources for the activities of the Commission as set out in this Act;
- (h) Protect the independence and autonomy of the Commission and;
- (h) Approve the annual budget of the Commission for submission to the Assembly in the General Annual Budget of the Government.

In addition, the Directorate of Administration will pursue the following key priorities:

- (a) Enhance the administrative and financial procedures for efficiency and effective delivery of services.
- (b) Enhance the capacity of staff.
- (c) Enhance institutional capacity.
- (d) Co-ordinate recruitment of staff for SSACC Head Office and SACOs.

In 2010, the Directorate of Finance will pursue the following key priorities:

- (a) Improve the financial management system in place to safeguard usage of resources.
- (b) Produce financial reports periodically for effective and timely decision-making by the Directorate of Finance, the Management, the Commission, the donors and other stakeholders.
- (c) Co-ordinate the drafting of the budget of SSACC for 2011 ensuring involvement of all the directorates and SACOs.

### 5.3. Action Plan

“The Commission” will implement the following Action Plan:

Key Objectives	Key activities	Key Performance Indicators	Time-frame			
			Q1	Q2	Q3	Q4
1. Oversee investigation of corruption allegations.	Appoint corruption Investigation Committees.	Number of committees appointed.	x	x	x	x
	Prioritise investigations.	Reports analysing prioritisation of investigations available.	x	x	x	x
	Examine reports of corruption Investigation Committees and take appropriate decisions.	Number of reports examined and actions taken.	x	x	x	x
2. Set policies, objectives and guidelines for the Commission.	(a) Review policies of SSACC.	SSACC Personnel Manual and Accounting Policies revised.	x			
	(b) Ensure the development of guidelines to facilitate achievement of the vision of corruption-free Southern Sudan.	Guidelines on reporting corruption allegations endorsed by the Commission.	x	x		
2. Set priorities and annual performance targets for the Commission.	(a) Review and endorse the Draft Annual Plan 2010.	The Draft Annual Plan 2010 reviewed and endorsed.	x			
	(b) Ensure the SSACC Annual Plan 2010 is printed.	The SSACC Annual Plan 2010 printed.	x			
	(c) Ensure the SSACC Annual Plan 2010 is disseminated.	The SSACC Annual Plan 2010 disseminated.	x			

Key Objectives	Key activities	Key Performance Indicators	Time-frame			
			Q1	Q2	Q3	Q4
3. Review and evaluate the performance of the Commission.	(a) Ensure the annual SSACC Staff Retreat is held.	The Retreat held.	x			
	(b) Examine SSACC reports including the Annual Report 2009.	Performance of the Commission reviewed and evaluated.	x			
	(c) Solicit feedback from the key stakeholders.	Feedback documented.	x			
	(d) Ensure the evaluation report is drafted, printed and circulated.	Report produced and recommendations implemented.	x			
(4) Assess and approve the annual reports and accounts of the Commission.	(a) Review and endorse the Draft Annual Report 2009.	The Draft Annual Report 2009 reviewed and endorsed by the Commission.	x			
	(b) Ensure the SSACC Annual Report 2009 is printed.	The SSACC Annual Report 2009 printed.	x			
	(c) Ensure the SSACC Annual Report 2009 is disseminated.	The SSACC Annual Report 2009 disseminated.	x			

Key Objectives	Key activities	Key Performance Indicators	Time-frame			
			Q1	Q2	Q3	Q4
(5) Oversee the process of realising the vision and strategic Objectives of the Commission.	(a) Oversee implementation of Southern Sudan Anti-corruption Strategy 2010 -2014 and Southern Sudan Anti-corruption Action Plan.	Regular meetings of the Commission include regular reports on implementation of the Strategy and Action Plan.	x	x	x	x
		The SSACF's meetings held regularly.				
	(b) Oversee implementation of the SSACC Annual Plan 2010	Regular monthly and quarterly reports and discussions on the Annual Plan 2010.	x	x	x	x
	(c) Oversee the development and implementation of the SSACC Strategic Plan 2010 -2014.	The SSACC Strategic Plan, 2010-2014, developed.	x	x	x	x
		The Strategic Plan 2010-2014 implemented.				
	(d) Oversee the institutional growth and development of SSACC.	Institutional capacity enhanced.	x	x	x	x
SSACC Head Office built and functional.		x	x	x	x	
10 SACOs constructed.			x	x	x	
(6) Mobilise resources for the activities of the Commission as set out in the Act, 2009.	(a) Ensure the funding proposals are drafted.	Funding proposals available.	x			
	(b) Ensure the funding proposals are submitted to the Commission for discussion and endorsement.	Proposals submitted to the Commission.	x			
	(c) Ensure the funding proposals are submitted to the donors.	Funding for the activities of the Commission secured.	x	x		
	(d) Negotiate and sign contracts with the donors.	Funding contracts signed.	x	x		
(7) Protect the independence and autonomy of the Commission.	Take appropriate measures to ensure independence of the Commission.	Investigations are impartial and follow the policy and procedures of SSACC.	x	x	x	x
		Policies of SSACC protect its independence.	x	x	x	x
(8) Approve the annual budget of the Commission for 2011.	Review and endorse the Annual Budget of SSACC.	The Annual Budget of SSACC approved.			x	

The Directorate of Administration will implement the following Action Plan to achieve the key priorities listed above.

Key Objectives	Key activities	Key Performance Indicators	Time-frame				
			Q1	Q2	Q3	Q4	
1. Enhanced capacity of the staff.	Conduct staff performance appraisals.	Performance appraisal conducted successfully for all staff and the commissioners.				x	
	Identify training needs.	Training needs of staff identified and documented.	x				
	Provide training to staff.	50% of SSACC staff trained according to the identified needs.	x	x	x	x	
	Enhance staff ICT capacity and skills.	Conduct IT basic trainings to all staff.		x	x	x	x
		Design and develop website for the SSACC		x			
		Computerization of the Commissions operational systems.		x			
		Independent internet system established.		x	x	x	x
	Design and develop confidential communication system.		x				
Enhance administrative procedures for efficient delivery of services.	(a) Update the personnel files of all the SSACC staff.	61 staff files updated.	x				
	(b) Manage the procurement of furniture and equipment.	Terms of contract Drafted, specifications outlined & bids invited.		x	x		
	(c) Develop and harmonize procurement procedures in line with the existing GOSS rules and regulation.	Procurement regulations developed in line with the GoSS regulations.	x				
	(d) Manage installation of the internal water system in the SSACC Head Office.	A water tank installed and the internal water system functional.	x				
	(e) Hold weekly planning meetings of the Directorate of Administration.	One meeting held every week.	x	x	x	x	
	(f) Renew road licenses and car insurances to ensure compliance with the regulations.	Road license and Insurance obtained for all cars present.	x				
	(g) Ensure that transport needs of staff are met.	Vehicles are allocated appropriately.		x	x	x	x
		Staff are transported timely.					
(h) Ensure that ICT equipment are working and up to date.	Equipment are functional.		x	x	x	x	

Key Objectives	Key activities	Key Performance Indicators	Time-frame			
			Q1	Q2	Q3	Q4
	(i) Ensure daily checks and maintenance of vehicles.	Assets tagged.	x	x	x	x
		Routine maintenance carried out.				
		Cars fixed and drivers available.				
		Maintenance schedule available.				
Enhance institutional capacity of SSACC.	(a) Renew the contract for the current SSACC Head Office or sign a contract with a new landlord.	Annual contract signed.				x
	(b) Ensure the construction of the SSACC Residential House is completed in time.	The construction of the SSACC Residential House is completed in time.	x			
	(c) Ensure the construction of the SSACC Head Office is completed in time.	The bidding process if managed effectively. The contractor is selected and the contract is awarded.	x	x	x	
	(d) Ensure that the container from UNDP is received.	The container is transported to SSACC and installed.	x			
	(e) Enhance the ICT capacity of SSACC.	ICT equipment are purchased, installed and maintained.	x	x		
		SSACC website developed, launched and maintained.	x			
		DIAL Database is developed and launched.	x	x		
		An independent and secure internet system established.	x	x		
		Design and develop confidential communication system.	x			
	Coordinate the drafting of the annual SSACC budget for 2011 ensuring active involvement of all the directorates and SACOs.	Prepare annual SSACC budget, programme and activities in consultation with the directorates and the SACOs.	Annual budget 2011 prepared.			x
Submit the draft annual budget 2011 to the Commission for endorsement.		The SSACC budget 2011 endorsed.				x
Submit the budget to MOFEP.		The budget is submitted.				x

The Directorate of Finance will implement the following Action Plan:

Key Objectives	Key activities	Key Performance Indicators	Time-frame			
			Q1	Q2	Q3	Q4
Improve financial management system to safeguard usage of resources.	(a) Update existing accounting procedures and policies to improve the quality of accounting information.	Financial manual developed and updated.	x			
	(b) Monitor the implementation of the new procedures and policies to enhance efficiency and effectiveness.	Current accounting system reviewed indicating improvement in the accounting and internal control system.		x	x	x
	(c) Prepare monthly, quarterly and yearly financial cash flows and projection in consultation with other Directorates.	Monthly, quarterly and yearly financial cash flow projections are produced on time and shared.	x	x	x	x
	(d) Prepare monthly bank reconciliation statements, monthly payroll and statutory returns.	Monthly Bank reconciliation statements, pay roll and statutory reports produced on time and shared.	x	x	x	x
	(e) Monitor the implementation of the budgets in consultation with the DGs.	Budget executed well.	x	x		
	(f) Conduct periodic reviews to make budget reallocation recommendations to "the Management" and "the Commission".		x	x	x	x
Produce financial reports periodically for effective and timely decision-making by the directorate, the Management and the Commission.	(a) Generate and disseminate monthly/quarterly financial report for the Commission and other stakeholders.	Reports produced and submitted.	x	x	x	x
	(b) Prepare books of accounts and facilitate the annual audit.	Books audited.	x			
	(c) Implement issues raised in the management letter to improve the quality of the accounting procedures and records.	Issues addressed.	x	x	x	x
	(d) Process payments for goods and services on time.	Payments processed.	x	x	x	x
	(e) Post all accounting transactions on a daily basis.	Records updated.	x	x	x	x
	(f) Prepare monthly management accounts.	Management accounts prepared.	x	x	x	x
	(g) Close books of accounts.	Books closed.				x
	(h) Identify and document areas for cost savings.	Savings made.	x	x	x	x
	(i) Establish an internal audit unit.	The Unit established.	x	x	x	x



## 6. MONITORING AND EVALUATION

### 6.1. Monitoring

The implementation of the Annual Plan 2010 will monitor on regular basis. The following measures will be implemented to this effect:

- (a) All line-managers will have regular monthly supervision meetings with the staff they manage and check the progress they have made in implementing the Individual Work Plans, which shall be developed based on the Annual Plan 2010.
- (b) All DGs will oversee implementation of the action plans of the directorates of SSACC and report on progress against these plans on monthly basis.
- (c) All DGs will convene meetings of the directorates to review their action plans and take any necessary remedial action to ensure they stay on course for implementing the plans.
- (d) The Executive Director will hold regular monthly supervision meetings with the DGs to monitoring progress against the Annual Plan 2010.
- (e) The Executive Director will produce a monthly report on implementation of the Annual Plan to the Commission.
- (f) SMT will have regular monthly and quarterly review meetings for the purpose of monitoring implementation of the Annual Plan 2010.
- (g) The Commission will peruse the monthly report of SSACC and feedback to the Management.

Other appropriate measures will be taken to improve monitoring of implementation of the Annual Plan if deemed necessary.

### 6.2. Evaluation

The Commission will use the following methodology to review and evaluate implementation of the Annual Plan 2010:

- (a) SSACC will use desk research: especially monthly reports; quarterly reports and the Annual Report 2010;
- (b) feedback from the key stakeholders, especially, feedback from the President of GOSS, the Executive of GOSS, Southern Sudan Legislative Assembly (SSLA), the Judiciary of Southern Sudan, the State Assemblies and Executives, the donors and development partners, the Civil Society, the Private Sector and the Public.

- (c) Annual Staff Retreat will be organized in early 2011 to enable staff of SSACC to air their views about the performance of SSACC in the year 2010.

Any feedback received will be considered and new measures will be introduced in 2011 to ensure continuous improvement and organizational learning and development.

## 7. CONCLUSION

The Commission is greatly encouraged by its achievements in 2009 including the development and launch of the Southern Sudan Anti-corruption Strategy, 2010 -2014, and Southern Sudan Anti-corruption Action Plan, 2010 -2014, in Juba on 9<sup>th</sup> December 2009; the workshop on Good Governance, Ethics and Reforms in the Southern Sudan Legislative Assembly and the signing of the Memorandum of Understanding between the Governors of the 10 States of Southern Sudan and the Anti-corruption Commission to aim higher.

In 2010, the Southern Sudan Anti-corruption Commission is implementing an ambitious annual plan with numerous key priorities and measures to fight corruption in Southern Sudan. These priorities and measures are derived from the Southern Sudan Anti-corruption Strategy, 2010 – 2014, and the Southern Sudan Anti-corruption Action Plan, 2010 – 2014. They include launching and supporting the operations of the 10 State Anti-corruption For a and the Southern Sudan Anti-corruption Forum; the administration of the declaration of incomes, assets and liabilities forms to senior public officials and others required by the law to declare their incomes, assets and liabilities and those of their spouses, children and dependants and measures to prevent corruption, promote good governance, investigate and prosecute corruption cases.

However, SSACC needs to overcome a number of significant challenges if it were to fully implement its Annual Plan 2010. One major risk that may undermine the performance of SSACC is lack of sufficient funding. Funding is badly needed to establish the SACOs. In addition, funding is needed to facilitate anti-corruption activities in the 10 States of Southern Sudan. Moreover, funding is needed to build the capacity of SSACC and other public bodies to be able to effectively fight corruption. Furthermore, funding is needed to implement the five-year anti-corruption Strategy and Action Plan to ensure the Government and people of Southern Sudan wage and win the war against corruption and give development a real chance.



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