

TERMS OF REFERENCE

1. What are GOPAC National Chapters

A National Chapter is a registered non-profit organisation with the main objective of bringing together parliamentarians and others within the country to combat corruption. That includes anti-money laundering and promotion of transparency and accountability in order to ensure high standards of integrity in public transactions. National Chapters collaborate with other National Chapters of GOPAC within the Regional Chapter and globally.

GOPAC's National Chapters hold a special position in helping individual members of parliament within their own countries to combat corruption. National Chapters are particularly effective in implementing change and producing results due to their ability to focus on specific areas of concern. Activities within GOPAC's National Chapters have included: introducing bills in the legislature related to fighting corruption and ensuring they are passed and implemented by the government of the day; obtaining significant public visibility and political significance; serving as a professional development support for its members; and engaging civil society in anti-corruption efforts.

2. Purpose

The successful fight against corruption requires engaged and well-informed parliamentarians working together (in a parliament) as a critical mass with the necessary knowledge and tools, and a clear plan of action. To this end, two dynamics are key:

- a. engaged GOPAC members (champions)
- b. an effective and active GOPAC National Chapter (peer support)

The effectiveness of these two dynamics is enhanced if National Chapters are active and supported within a functioning Regional Chapter. This provides a wider realm of peer support and advice.

3. Structure

The National Chapter is composed of National Chapter members and an Executive Committee consisting of a Chair, Vice-Chair, Secretary and Treasurer. A National Chapter can also establish a Secretariat if required and funding is available.

The National Chapter is supported by the GOPAC Global Executive Committee, the Global Secretariat and a Regional Chapter if one exists.

4. Membership

Full membership shall be available to legislators and former legislators at the national and sub national level, as well as legislators who have been denied their right to take office. The Regional Chapter has the right to reject a membership application if deemed not to be in GOPAC's interest.

Also, upon application, the following shall be members with observer status: institutions, individual donors, NGOs, Supreme Audit Institutions, and other organizations that support similar objectives as the National Chapter or provide funding for its activities.

5. Objectives

The objectives of a National Chapter of GOPAC are:

- a. To develop capacity of parliamentarians within the country to oversee the activities of the government and other public institutions thereby making them more accountable.
- b. To promote measures within the parliament aimed at dealing effectively with corruption and to raise awareness on the issues of corruption at all levels of society.
- c. To share and inform on lessons learned and best practices on anti-corruption measures.
- d. To work with national and regional bodies in the mobilization of resources for anti-corruption programs, including:
 - i. Sponsoring anti-corruption workshops for its members on Global Task Force agendas;
 - ii. Supporting the activities of National Chapters and similar organizations within the Regional Chapter and the global organisation;
 - iii. Contributing to online resources, newsletters, social media, etc.;
 - iv. Liaising and cooperating with international organisations, parliamentary institutions, civil society, and other organisations on all matters aimed at improving governance, transparency and accountability;
 - v. Conducting research and disseminating information on best practices; and
 - vi. Promoting the causes of members in furtherance of the aims and objectives of the organization.

- e. To advocate for the inclusion of anti-corruption measures in all government programs and work for the improvement of the capacities of national and regional institutions to deal effectively with corruption.
- f. To promote the rule of law and accountability of state institutions.
- g. To fulfill the objectives of GOPAC within the country for the establishment of standards of conduct designed to promote transparency, accountability and good governance.
- h. To do all other things that are incidental or conducive to supporting and promoting the realisation of any of these objects, including the capacity to raise money from public or private sources.

Based on a needs analysis each National Chapter is encouraged to establish its own objectives within these criteria, adopt its own agenda and develop a work plan.

6. Roles & Responsibilities

In its fight against corruption, a National Chapter starts by adopting the agendas of two Global Task Forces as the focus of work for the National Chapter. Later the National Chapter will develop a strategy that is articulated in a national plan of action, monitor national developments and encourage the emergence of a broad alliance against corruption.

The National Chapters and all members have the responsibility to promote legislation to strengthen society and uphold transparency and accountability by:

- a. Building the commitment and capacity of parliament to exercise accountability particularly in relation to financial matters;
- b. Sharing information, lessons learned and best practices;
- c. Undertaking projects to reduce corruption and promote good governance;
- d. Cooperating with International financial institutions and organizations in civil society with shared objectives;
- e. Recognizing that the rule of law is paramount in the development of a healthy, free and productive society; and
- f. Promoting legislation that combats corruption within the country.

If a National Chapter has adopted a GOPAC Global Task Force (GTF) as part of its agenda, it will:

- a. Organize workshops (two per year) to be led by the Regional Global Task Force member (perhaps with experts in attendance);



- b. Contact the GOPAC Global Secretariat for organisational help and for any model legislation;
- c. Develop a plan for writing the legislation (or regulations) using government, the parliamentary library or a parliamentary committee to addresses the weaknesses identified by the workshop. The National Chapter could also considered private resources to write the legislation (or regulations);
- d. Introduce the legislation in parliament; and
- e. Move it through the legislative process towards promulgation.

National chapters are also highly encouraged to develop a training strategy and a handbook on the GTF subject matter.

7. Support Services Provided by GOPAC and GOPAC Global Secretariat

The GOPAC Global Secretariat is the headquarters of the organization and as such performs numerous functions with regards to membership, finances, the Board of Directors and the Executive Committee.

The Global Secretariat provides support and assistance to the National and Regional Chapters to ensure their success. GOPAC's programming model uses Global Task Forces (GTFs) to promote agendas. The GTFs are global committees of GOPAC parliamentarians representing each region of the world who champion individual agendas. The GOPAC Executive Committee and Global Secretariat support GTFs with handbooks, workshops and capacity building among parliamentarians worldwide. Through its GTFs GOPAC can support the introduction of legislative and oversight changes in national parliaments to control corruption, promote good governance and hold the Executive (government) more accountable to the people.

In order for this relationship to flourish the Global Secretariat encourages regular communication with National Chapters to support them in developing future focus, as well as to use existing opportunities for sharing best practices/capacity building.

8. Funding

GOPAC chapters are self-governing and financially independent. Chapters are encouraged to raise funds to carry out their activities and deliver results according to their adopted work plan.
