

2017-2018 Action Plan
of the Central Election Commission on financial reports by political parties

The name of the event	The purpose and directions of the event	Target Group	Responsible organizations	Partner organizations	Implementation period	Note
Holding round-table discussions on the experience of submission of financial reports by political parties and improvement of existing practice	Discussion of existing practice with relevant authorities who has experience in the field of submission of financial reports by political parties and preparation of proposals on improvement of this process	CEC, the representatives of Ministry of Justice, Ministry of Finance, Chamber of Auditors	CEC	Anti-Corruption Commission, independent experts	The 4 th week of April 2017	Considered with the participation of mass media
Organizing conferences on financial accountability of political parties	Topic 1: Financial accountability of political parties and increasing public confidence in the work of political parties Topic 2: Formation of mechanisms on prevention of corruption and misuse in financing within political parties	Political parties, Ministry of Justice, Ministry of Finance, Chamber of Auditors, specialized NGOs	CEC	Anti-Corruption Commission, Anti-Corruption Directorate with the Prosecutor General of the Republic of Azerbaijan, international partners	Topic 1: The 3 rd week of June 2017 Topic 2: The 3 rd week of November 2017	Considered with the participation of mass media
Based on the practice of financial monitoring and audit control, preparing typology of the financial reporting errors, developing methodology on the identification, generalization, clustering the errors, determination of their causes by groups and prevention of them in the future	(i) Identification of errors, as a result of analysis, (ii) determination of the erring trends, (iii) practical ways of improving the quality of reports, (iv) preparation of practical resources and manuals for this purpose	Political parties, Chamber of Auditors, specialized NGOs	CEC	Independent experts, international partners	April - October of 2017 April - October of 2018	
Conducting trainings based on errors typologies relevant to the preparation of reports	Improving the quality of financial reports, using practical and easily understandable guidelines	Political parties, Chamber of Auditors, specialized NGOs	CEC		In the 3 rd quarter of 2017-2018	

Preparing video guidelines on how to prepare financial reports by political parties	(i) Preparation of video-guide on filling of financial report forms in order to facilitate the work of employees of political parties and (ii) publishing video-guide in the website of CEC	Relevant employees of political parties	CEC	Independent partners	June - August of 2017	
Preparing electronic software for receiving financial reports of the political parties	Preparation of the 1 st stage of electronic software for receiving financial reports of political parties and storing in a single data center	Members of the CEC and officials of the relevant departments of the Secretariat, Ministry of Justice, Ministry of Finance, the Chamber of Auditors, specialized NGOs	CEC	International partners	In the 2 nd week of September of 2017	Considered with the participation of mass media
Conducting awareness measures on how to use electronic software for submission of the financial reports by the political parties	Enlightening relevant specialists on how to use special software on receiving and storing the financial reports of political parties in a single data center	Employees of the relevant departments of the Secretariat of the CEC	CEC	Independent experts	In 2 nd and 3 rd trimester of 2017: 1) August, 2) December	Considered with the participation of mass media
Studying international experience in the field of financial accountability of political parties and developing appropriate guideline	(i) Cooperating with the foreign countries for learning their experience and (ii) organizing the exchange-visits with the foreign countries for CEC experts, (iii) preparing and regularly updating guidelines on "Financial Accountability of Political Parties: Best foreign practices" for the purpose of using it in the trainings by the input of each member and staff of CEC participated in the above-mentioned visits	Members of the CEC, representatives of the relevant departments of the Secretariat, specialized NGOs	CEC	International partners	April – December of 2017	

Role of the media in ensuring transparency in the activity of political parties	Ensuring transparency in financial accountability of political parties and the role of media in this field	CEC, media, specialized NGOs	CEC	Independent experts	October 2017	Considered with the participation of mass media
Conducting trainings on prevention of corruption and misuse in the financing of political parties	Improving the quality of awareness among political parties, informing members of political parties on provisions of law on fight against corruption	Political Parties, the Chamber of Auditors, specialized NGOs	CEC	Anti-Corruption Commission, Anti-Corruption Directorate with the Prosecutor General	In the 2nd last weeks of trimesters of 2017-2018: 2017 – 1) August, 2) December; 2018 – 1) April, 2) August, 3) December;	Considered with the participation of mass media