



MEMORANDUM OF UNDERSTANDING (MOU)

**FOR IMPLEMENTATION OF E-LEARNING PROGRAM
ON
ETHICS AND INTEGRITY MANAGEMENT**

1. BACKGROUND

This Memorandum of Understanding (MOU) on Ethics and Integrity Management Program is signed amongst the Royal Civil Service Commission (RCSC), the Royal Institute of Management (RIM) and the Anti-Corruption Commission (ACC) (*herein after referred to as "the Partners"*).

This program on Ethics and Integrity Management is a behavioral change educational strategy to create awakened citizenry that upholds integrity, honesty, justice and rule of law over any other interests to combat corruption. The program will be implemented through the development of e-learning modules on Ethics and Integrity. The program will be implemented by RCSC, RIM and ACC with support from Danida.

This program is in line with the resolution of the 2nd session of the National Assembly, which recommended the Royal Civil Service Commission to operationalize Civil Service Code of Conduct and Ethics.

The Royal Institute of Management which trains civil servants in administrative and financial disciplines have to play a very crucial role in taking the modules along with their regular courses and can serve as resource centre in the long run. This is essential to sustain the important program.

2. PURPOSE

The purpose of this MOU is to facilitate cooperative activities to advance on this program. The Partners have reached the following understanding:

- 2.1 A Joint Task Force will be formed to advise, guide and steer the e- learning modules on Ethics and Integrity Management Program;
- 2.2 The respective responsibilities of the Partners are detailed below:

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2.2.1 Royal Civil Service Commission (RCSC):

- i) Develop regulatory framework & relevant provisions under Bhutan Civil Service Rules (BCSR) to make the course mandatory for every civil servant;
- ii) Issue policy directives to agencies for taking ownership of the course; and
- iii) Identify and designate focal persons in agencies.

2.2.2 Anti-Corruption Commission (ACC):

- i) Develop monitoring and evaluation systems and tools on the implementation of the program;
- ii) Respond to the issues of the course takers and focal persons;
- iii) Conduct advocacy and awareness program through media campaigns and advertisements;
- iv) Coordinate meetings between the Partners; and
- v) Coordinate preparation of project reports.

2.2.3 Royal Institute of Management (RIM):

- i) Assess server capacity and other IT needs at RIM to host the e-learning modules;
- ii) Assess IT-manpower capacity of RIM to facilitate and operate the program;
- iii) Identify and recruit staff in liaison with RCSC required for the program;
- iv) Provide technical assistance during and after the roll-out of the program;
- v) Work closely with the TA in building the capacity of the focal persons;
- vi) Serve as the resource and training centers in the long run to sustain the program;
- vii) Be responsible for modification and updation of the curriculum; and
- viii) Certify successful completion of the e-learning program by the trainees.

3. FORMS OF COOPERATION

The forms of cooperation under this MOU may include the following:

- i) Establishment of task force/working groups for undertaking trainings on e-learning modules operation and implementation;
- ii) Convening of workshops, seminars and training programs to the facilitators and the focal persons;
- iii) Exchange of technical and policy specialists; and
- iv) Exchange of appropriate information, documentation and best practices.

4. MODIFICATIONS

Modifications to this MOU shall be made in writing by mutual consent of the Parties, signed and dated by authorized officials, prior to any modification being performed.

5. PARTICIPATION IN SIMILAR ACTIVITIES

This MOU in no way restricts the Parties from participating in similar activities with other public or private agencies, organizations, and individuals.

6. ADDITIONAL ORGANIZATIONS

The Partners may invite additional organizations to participate, subject to such terms and conditions as the Partners may specify, in cooperative activities under this MOU.

7. DISPUTES

Any dispute about the interpretation or application of this MOU shall be resolved by consultations between the Partners.

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8. DURATION AND EFFECTIVE DATE OF MOU

This MOU shall come into effect upon the signature of the Partners and shall be valid till the duration of the project.

9. TERMINATION

This MOU may be terminated by any Partner giving three (3) months written notice.

IN WITNESS WHEREOF, the Partners hereto have executed this MOU as of the last written date below.

Signed on 05th August, 2011 at Thimphu

**Royal Civil Service
Commission**

(Bachu Phup Dorji)
Commissioner

**Anti-Corruption
Commission**

(Thinlay Wangdi)
Commissioner

**Royal Institute of
Management**

(Karma Tshering)
Director