Background Information

1. Please enter country name in the space below
   Republic of Latvia

2. The name of the agency
   Corruption Prevention and Combating Bureau (KNAB)

3. The date of establishment
   2002

4. Contact Information
   Mr. Normunds Vilnitis, director of KNAB,
   Brivibas Str. 104 block 2, Riga, LV 1001, Latvia

5. Webpage
   www.knab.gov.lv

Legal Environment

6. What are the main anticorruption laws of your country?
   Law on Corruption Prevention and Combating Bureau
   Law on Prevention of Conflict of Interest in Activities of Public Officials
   Law on Financing of Political Organizations (parties)
   On Pre-election Campaign before the Saeima Elections and Elections to the European Parliament
   On Pre-election Campaign before the Local Government Elections
   Criminal law and Administrative Violations Code

7. Does your government have a single or primary anticorruption strategy?

8. Does your country have freedom of information legislation?
   X Yes  ○ No

9. Does your country have conflict of interest legislation?
   X Yes  ○ No

10. Does your country have a financial disclosure system to help prevent conflicts of interest?
    X Yes  ○ No

Institutional Environment

11. What are the main functions and operations of your agency? Please check all that apply
    X Research  X Prevention  X Investigation  ○ Prosecution  ○ Forensic  X Accounting  X Policy

12. Is there one agency in charge of coordinating AC efforts across agencies?
    X Yes  ○ No
    If Yes, Please specify:
    Corruption Prevention and Combating Bureau is the main specialized anticorruption agency in Latvia and it coordinates the anticorruption efforts across the state’s institutions and agencies.
13. Does your agency have the ability to share information or data with
   (a) Other agencies within your government, and
       X Yes  ○ No
   (b) Government partners from other countries?
       X Yes  ○ No

14. Please enter current size of permanent staff in the space below
   138

15. Number of prosecutors (if applicable)
   

16. Number of investigators (if applicable)
   17

17. Number of cases handled annually (if applicable)

| During year 2009 KNAB concluded 16 criminal cases and initiated to start prosecution against 65 individuals, also 14 criminal cases were dismissed, 5 criminal cases were sent to other law enforcement institutions and 5 cases were received from other institutions. Therefore on 1st January of 2010 in KNAB there were 44 ongoing investigations (criminal cases). During year 2009 KNAB also registered 255 Law on Prevention of Conflict of Interest in Activities of Public Officials and Law on Financing of Political Organizations (parties) violations and KNAB therefore started 255 administrative cases. During 2009 KNAB concluded 222 administrative cases. |

18. Please enter the name of other agencies with similar functions.

   Regarding investigating and law enforcement functions other institutions like State Police, Security Police, National Border Guard and State Revenue Service combat corruption mainly in their own institutions, while specialization of KNAB according to the Law on Corruption Prevention and Combating Bureau of is broader and it prevents and combats corruption all across the state.

19. Does your agency have a system to monitor performance of staff?
       X Yes  ○ No

20. Are the human resource management, i.e. recruitment, promotion, termination built on the emphasis of staff integrity and professionalism?
       X Yes  ○ No

21. Who appoints the head of your agency?

   Head of KNAB is appointed by the Parliament of Republic of Latvia on five-year term

22. Who has the authority to remove the head of the ACA?

   Parliament of Republic of Latvia has rights to remove head of KNAB

23. Is there any term limit for the head of the ACA?
       X Yes  ○ No

   If Yes, Please specify:
Head of KNAB is appointed on five-year term

**Is the agency subject to judicial review?**

- [X] Yes  
- [ ] No  

**24. Is the agency subject to expenditure reviews?**

- [X] Yes  
- [ ] No  

**25. Does your agency publish an annual report of activities?**

- [X] Yes  
- [ ] No  

**26. Does your agency measure performance?**

- [X] Yes  
- [ ] No  

*If yes, against what indicators?*

- [X] Number of investigations conducted  
- [X] Number of investigations concluded  
- [X] Ratio of number of investigations/staff  
- [X] Percentage of total budget allocated to outreach activities and communication  
- [X] Other, please specify:  
  1. Number of registered complaints from individuals about corruption;  
  2. Percent of society which trusts KNAB and evaluates positively work of KNAB;  
  3. Number of concluded administrative cases and decisions which were not cancelled by court;  
  4. Average number of days while criminal case is investigated until the investigation is concluded;  
  5. Ratio number of administrative cases and staff;  
  6. Average number of days while administrate case is concluded and decision is carried out, etc.

**27. Does your agency keep a comprehensive skill list of its staff?**

- [X] Yes  
- [ ] No  

**28. Is the staff provided with regular training and refresher training to ensure that their skills are up-to-date?**

- [ ] Yes  
- [X] No  

**29. Are employees protected by law from recrimination or other negative consequences when reporting corruption (i.e. whistle-blowing)?**

- [ ] Yes  
- [X] No  

**30. Does your agency have a communication strategy?**

- [X] Yes  
- [ ] No  

**31. Does your agency have a comprehensive corporate plan?**

- [X] Yes  
- [ ] No
32. Is there a strategy in formulating partnership with outside agencies in fighting corruption?
   ○ Yes   X No

33. Is there strategy in dealing with media?
   X Yes   ○ No

**Resource Mobilization**

34. Does your agency have budgetary autonomy?
   ○ Yes   X No

35. What is the annual budget of your agency?

   KNAB’s budget is not constant, it changes and depends on state revenues and state’s budget. In 2009 KNAB’s budget of expenditure was 2 574 468 lats.

36. Is the annual budget determined by (Please choose the answer/s that best fits your agency)

   X Number of staff
   ○ Number of investigations
   ○ Budget is constitutionally mandated
   ○ Other, please specify

37. How much does it roughly cost to (please enter the dollar amount per stated activity)

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<tr>
<th></th>
<th>File a case</th>
<th></th>
<th>Manage a paper case</th>
<th></th>
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   $     |             | $    |                     | $    |

   Unfortunately such analysis and calculations in KNAB have not been made.

38. Any Donor Involvement?
   ○ Yes   X No

39. Does your agency use a computerized system to handle cases?
   ○ Yes   X No

**Social Environment**

40. Does your agency offer a mechanism for citizens to report anonymously complaints or offer information on corrupt activities?
   X Yes   ○ No

41. Does your agency or government provide a hotline to report corruption?
   X Yes   ○ No

42. Does your agency produce regular public reports of its activities?
   X Yes   ○ No

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