



**Special Session One of the Arab Forum on Asset Recovery:**

***Domestic Coordination and International Cooperation in Asset Recovery Cases***

**Center for Rule of Law and Anti-Corruption, Doha, Qatar**

The Palm Towers, Tower b, Edldafna, floor 23, 24

**April 02-04, 2013**

Objectives of Special Session I:

- Share good practices and lessons learned for domestic coordination, including identifying and making use of ways for components to work with one another toward asset recovery and more effective international cooperation.
- Develop skills in formulating an investigative plan for an asset recovery case and an overarching strategy for all investigations.
- Share knowledge with asset recovery practitioners on the effective use of the asset recovery guides produced by the G8 countries and Switzerland, including on: (1) How to understand what information is publicly available, what can be obtained through non-MLA channels (e.g. FIU-to-FIU or police-to-police cooperation), and what requires an MLA request; (2) How to use the country guides on asset recovery that have been published by the G8 and Switzerland, and (3) How to develop skills aimed at obtaining basic categories of evidence such as bank records, company documents, real property records and brokerage account records, building a financial 'footprint.'
- Develop skills to plan and draft a formal MLA request in the context of bribery and money laundering investigations.
- Provide a platform for bilateral and multilateral side-meetings between the countries seeking asset recovery and the various G8, Partner and Regional countries.

<b>Day 1: April 02, 2013 (Tuesday): Domestic Coordination in Asset Recovery for Improved Results With Respect to Assets Abroad</b>		
<i>Time</i>	<i>Content</i>	<i>Details</i>
08:30-9:00	<i>Registration</i>	
09:00-9:15	<b>Opening</b> <ul style="list-style-type: none"> <li>○ Welcoming Remarks</li> </ul>	H.E. Dr. Ali Bin Fetais Al Marri, Attorney General of the State of Qatar  Representative of the G8 Presidency
9:15-9:45	<i>Break</i>	
09:45-10:00	Self-Introductions by the Participants  Setting out objectives of the Session & the Agenda	Mr. Oliver Stolpe, Senior Advisor StAR
10:00-11:45	<b>Case Exercise No. 1: Setting up a domestic coordination system</b>  Based on a case study, participants will work in small groups with the task of identifying and setting up a functioning domestic coordination system for asset recovery.  <i>Topics/Learning Objectives:</i> Developing coherent and effective domestic coordination on asset recovery	Facilitated by Mr. Stephen Gibbons, Asset Forfeiture and Money Laundering Section, Department of Justice, US  Group Facilitators: Ms. Natalia Martins (Group 1), Ms. Wendy Da Silva (Group 2), Mr. Viktor Vavricka (Group 3), Mr. Jeremy Rawlins (Group 4), Mr. Jonathan Benton (Group 5), Mr. Ben Kadhi Riadh (Group 6), Ms. Joanna Ghorayeb (Group 7), and Mr. Stephen Gibbons (Group 8)
11.45 – 12.30	Rapporteurs of groups 1 & 2 to present & other groups to review, comment and add as appropriate	Facilitated by Mr. Stephen Gibbons, Asset Forfeiture and Money Laundering Section, Department of Justice, US
12:30-14:00	<i>Lunch and bilateral meetings</i>	
14:00-16:00	<b>The Do's and Don'ts of Domestic Coordination – Panel Discussion</b>  Each participant is asked to write down one major challenge in domestic coordination and pass it to the panel.  Discussion of challenges and best practices in domestic coordination.	Facilitated by Mr. Stephen Gibbons  <i>Panelists:</i> Ms. Natalia Martins, State Attorney, Attorney General's Office, Brazil  Ms. Wendy Da Silva, Attorney, Asset Forfeiture Unit, National Prosecuting Authority South Africa  Mr. Viktor Vavricka, Head of Task Force Asset Recovery, Federal Department of Foreign Affairs, Switzerland  Mr. Ben Kadhi Riadh, Avocat Général, Directeur Général des Affaires pénales au Ministère de la Justice  Mr. Jeremy Rawlins, Head of Proceeds of Crime Unit, U.K.
16:00-18:00	<i>Bilateral meetings</i>	
18:30-20:00	<b>Reception hosted by the Government of the UK at the Wyndham Grand Regency Doha</b>	

<b>Day Two: April 03, 2013 (Wednesday): Coordinating on an Investigative Plan to Get Evidence From Abroad</b>		
09:00-10:00	<p><b>Case Exercise No. 2 – Part A: Developing an overall Investigative Plan/ Asset Recovery Strategy</b></p> <p>Based on a case study, participants will be required to work in groups to develop an initial investigative plan.</p> <p>Group discussion of overall strategic considerations and priorities for a comprehensive investigative plan.</p>	<p>Facilitated by Mr. Jon Benton, Detective Chief Inspector, Head of International Proceeds of Corruption Unit, Anti-Corruption Asset Recovery Task Force, U.K.</p> <p><i>Group Facilitators:</i> Ms. Natalia Martins (Group 1), Ms. Wendy Da Silva (Group 2), Mr. Viktor Vavricka (Group 3), Mr. Jeremy Rawlins (Group 4), Mr. Jonathan Benton (Group 5), Mr. Ben Kadhi Riadh (Group 6), Ms. Joanna Ghorayeb (Group 7), and Mr. Stephen Gibbons (Group 8)</p> <p><i>Topics/Learning Objectives:</i> Formulating an overall Investigative Plan and coherent asset recovery strategy.</p>
10:00-11:00	<p><b>Case Exercise No. 2 – Part B: Tracing specific types of assets in France, Switzerland, the U.K. and the U.S</b></p> <p>Participants will elaborate country specific plans to trace assets, obtain information on assets and other evidence.</p>	<p>Facilitated by Mr. Jon Benton</p> <p><i>Topics/Learning Objectives:</i> Formulating a country specific plans including steps to trace and secure specific kinds of assets making use of the asset recovery guides (see <a href="http://star.worldbank.org/star/ArabForum/country-guides-asset-recovery-0">http://star.worldbank.org/star/ArabForum/country-guides-asset-recovery-0</a>)</p>
11:00-11:15	<i>Break</i>	
11:15-13:00	<p><b>Continuation: Case Exercise No. 2 – Part B: Tracing specific types of assets in France, Switzerland, the U.K. and the U.S</b></p>	(see above)
13:00-14:30	<i>Lunch and bilateral meetings</i>	
14:30-16:30	<p><b>Making effective use of the Asset Recovery Country Guides of the G8 and Switzerland</b></p> <p>Rapporteurs of groups 5, 6, 7 and 8 to present their country specific plans to trace assets</p> <p>Panelists to comment on the presentations Outlining the best approach to trace the above mentioned assets in their jurisdictions using the Asset Recovery Country Guides</p>	<p>Facilitated by Mr. Jon Benton</p> <p><i>Panelists:</i> Ms. Joanna Ghorayeb, Magistrate, Bureau de l'entraide pénale internationale, Ministère de la Justice, France</p> <p>Ms. Alyce Ahn, Department of State, and Mr. Stephen Gibbons, Department of Justice, U.S</p> <p>Mr. Pascal Gossin, Chief, Department for International Cooperation, Federal Ministry of Justice, Switzerland</p> <p>Mr. Jeremy Rawlins, Head of Proceeds of Crime Unit, U.K.</p>
16.30 – 18.00	<i>Bilateral meetings</i>	
20.00 – 22.00	<i>Dinner hosted by the Attorney General of the State of Qatar</i>	

<b>Day 3: April 04, 2013 (Thursday): International Cooperation and Formal Mutual Legal Assistance</b>		
09:00-09:45	<b>Introduction to Exercise and Background</b>	Facilitated by Ms. Jeanne Hauch, StAR Initiative
09:45-11:00	<p><b>Case Exercise No.3: Drafting of MLAs</b>  <b>Groups work on preparation of MLA requests to different jurisdictions</b></p> <p>Based on two case scenarios, participants will be required to work in groups to prepare MLA requests to France, Switzerland, the U.K. and the U.S. making use of their respective Asset Recovery Guides</p>	<p>Facilitated by Ms. Jeanne Hauch, StAR Initiative</p> <p><i>Group Work Facilitators:</i> Mr. Jon Benton and Mr. Jeremy Rawlins (UK), Mr. Stephen Gibbons and Ms. Alyce Ahn (US), Ms. Joanna Ghorayeb (France), Mr. Pascal Gossin (Switzerland)</p>
11:00-11:15	<i>Break</i>	
11:15-13:00	<p><b>Continuation of Case Exercise No.3</b>            At 13:00 each group turns in its written product</p>	(see above)
13:00-14:30	<i>Lunch and bilateral meetings</i>	
14:30-15:15	<p><b>Mutual review of MLA requests – common challenges and good practices – Panel Discussion</b></p> <p>Each group will work in break-out rooms to review and comment on a written MLA request produced by a group working on a different scenario (i.e., if participant worked on scenario A, his group concentrates on a MLA request based on B; and vice versa).</p>	<p>Group discussions in break out rooms facilitated by:</p> <p><i>Group Discussion Facilitators:</i> For requests to Switzerland facilitated by Mr. Pascal Gossin and Mr. Viktor Vavricka; requests to France facilitated by Ms. Joanna Ghorayeb; requests to the UK facilitated by Mr. Jon Benton and Mr. Jeremy Rawlins; and requests to the US facilitated by Mr. Stephen Gibbons and Ms. Alyce Ahn (US)</p>
15:15 – 16.00	<p><b>Expert review of MLA requests and discussion by groups</b></p> <p>Expert facilitators will engage in a panel discussion to highlight the most common challenges as well as good practices observed in the preparation of the MLA requests.</p>	<p>Facilitated by Ms. Jeanne Hauch, StAR Initiative</p> <p><i>Panelists:</i>            Mr. Jon Benton and Mr. Jeremy Rawlins (UK),            Mr. Stephen Gibbons and Ms Alyce Ahn (US),            Ms. Joanna Ghorayeb (France)            Mr. Pascal Gossin (Switzerland)</p>
16:00-16:15	<b>Closing Remarks</b>	Mr. Fahd Saadoun Aladba, Executive Manager Rule of Law and Anti-Corruption Center, Attorney General's Office, State of Qatar
16:00-18:00	<i>Bilateral meetings</i>	