

Asset Recovery Fellowship Program

May 30 (Mon.) - June 12 (Sun.), 2016
Seoul & Seongnam, Korea



Korea International Cooperation Agency



Supreme Prosecutors' Office

CONTENTS

PART I. Program overview	04
PART II. Program module	06
PART III. Preparation for country report	07
PART IV. Preparation for action plan	10
PART V. Useful information	11
Appendix 1. Brand name of the KOICA Fellowship Program	16
Appendix 2. Fellows' Facebook & Twitter	17
Appendix 3. Map of Korea	18
Appendix 4. How to get to the KOICA ICC	19

KOICA & CIAT

KOICA

The Korea International Cooperation Agency (KOICA) is a development aid agency of the Republic of Korea which was established in 1991. KOICA's mission is to reduce poverty, promote living standards and help realize sustainable, equitable and inclusive development in developing countries. To accomplish its mission, KOICA has been actively involved in enhancing developing countries' socio-economic infrastructure and institutions, empowering and providing the people of the developing world with opportunities for better lives and improving their well-being.

CIAT (Capacity Improvement & Advancement for Tomorrow) Programs

Human Resource Development (HRD) has been one of the most important factors in Korea's escape from the vicious cycle of poverty and underdevelopment which had existed for many decades. With scarce natural resources, HRD played a vital role in Korea's development; thus, Korea has emerged as an exemplary showcase of national development powered by HRD. From its own experience Korea came to fully recognize the significance of HRD. With extensive experience and know-how in HRD, Korea contributes greatly to the international community by sharing its unique development experience with other countries.

The CIAT Program provides opportunities to participants to gain first-hand knowledge of Korea's development experience. The programs are designed to enable the participants to apply what they have learned for the development of their home countries. Since 1991, KOICA has offered about 3,700 courses to more than 58,000 participants from 172 countries. There are a wide range of topics in the Program, including public administration, economic development, science and technology, agriculture and health, etc. In order to meet the changing needs of partner countries, KOICA always strives to renovate and improve its HRD programs.

Part I

PROGRAM OVERVIEW

1. Title: Asset Recovery Training Course

2. Duration: May 30 (Mon.) – June 12 (Sun.), 2016

3. Objectives

- a) Understanding Korea's asset recovery system and its mechanism
- b) Introduction of policy that befits the interest of each country based on Korea's asset recovery system
- c) Introduction of advanced asset recovery techniques and cases of other countries
- d) Sharing other asset recovery systems and cases
- e) Building international cooperative investigation system and promoting friendly relations among participating countries through human networking

4. Number of Participants

18 participants from 11 countries:

Ecuador (2), Bangladesh (1), Gabon (2), Bhutan (2), Timor-Leste (2)

Honduras (1), Kenya (2), Kyrgyzstan (1), Philippines (2), Indonesia (2)

Ethiopia (1)

5. Language of Instruction: English (written materials)

6. Venue: Seoul & Seongnam, Republic of Korea

7. Implementing Agency: Supreme Prosecutors' Office (<http://www.spo.go.kr>)

8. Accommodations: KOICA ICC

9. Qualifications of Applicants:

Mandatory	a) Be nominated by his/her government; b) Working experience at least 5 years in law enforcement agency related in asset recovery c) Be in good health both physically and mentally, to undergo the course; d) Show a high level of participation and commitment throughout the course and promote capacity building in his/her organization after the completion of the program;
Preferable	a) Be a government employee in a managerial position b) Sufficient proficiency in spoken English c) Aged 30's – 50's

10. Closing Date for Application: April 29th (Fri.), 2016

Part II**PROGRAM CONTENTS****1. PROGRAM MODULE**

Module	Main Lectures & Discussions	Study Visit
<p>Module 1. (Basic Lecture)</p> <p>Understanding Korea's Asset Recovery System and its Mechanism,</p> <p>Introduction of Advanced Asset Recovery Techniques and cases of other countries</p>	<ul style="list-style-type: none"> ▷ Criminal Legal Frame of Korea ▷ Korea's Asset Recovery System & Information System of Criminal Proceeds Forfeiture ▷ Korea Anti-Money Laundering System ▷ The Support System for Anti-Corruption Investigation of Korean Prosecution ▷ Mutual Legal Assistance on Asset Recovery in Korea ▷ Introduction of advanced asset recovery techniques and cases of other countries (UNODC, Australian Attorney-General's Department, World Bank) 	<ul style="list-style-type: none"> - Supreme Prosecutors' Office - National Digital Forensic Center
<p>Module 2. (visit to other agencies)</p> <p>In-depth study through field trip</p>	<ul style="list-style-type: none"> ▷ Visit to related agencies and institutes in Korea working for asset recovery (lecture, practice, Q&A, discussion, etc.) 	<ul style="list-style-type: none"> - Korea Financial Intelligence Unit - Korea Customs Service - Busan District Prosecutors' Office
<p>Module 3. (Discussion & Seminar)</p> <p>Country Report Action plan</p>	<ul style="list-style-type: none"> ▷ Country Report presentation and discussion ▷ Action plan ▷ Discussion over ways to build international cooperation network to recover criminal asset ▷ Sharing status of asset recovery of each country 	<ul style="list-style-type: none"> - Supreme Prosecutors' Office
<p>Cultural Experience and Field Trips</p>	<ul style="list-style-type: none"> ▷ Visit cultural relics in Yeongnam area ▷ Visit the Korea Folk Village ▷ Visit industrial complex: Hyundai Motors Plant near relics of Yeongnam area ▷ Visit Samsung Innovation Museum 	

1. GUIDELINES FOR THE PREPARATION OF THE COUNTRY REPORT

Program participants are requested to prepare and submit their country report individually or as a group to the Program Manager via e-mail at arin-ap@spo.go.kr no later than **May 22, 2016**.

Note. The KOICA's Fellowship Program includes a 'Country Report' session where participants are given the opportunity to analyze each country's current status and circumstances in the program subject and share it with other participants and Korean experts. It aims to provide appropriate solutions and insights to the identified problems and issues of their countries.

The Country Report should be in MS PowerPoint or Word format. The length of the report should not exceed twenty A4-sized pages. The report should be written in English and double-spaced.

All participants are required to give a 15-minute presentation on their country report individually or as a group. For more effective presentations, a projector, slide projector, overhead projector, and multimedia TV will be available (PowerPoint presentations are preferred).

2. TOPICS TO BE COVERED IN THE COUNTRY REPORT

On the second day of the program, all participants will make an individual or group presentation titled "Country Report" following the guidelines below:

Based on what you have presented and discussed throughout the courses, you are requested to present an action plan on the last day of the workshop.

A. Programs to improve asset recovery

Possible subject 1: Legal or regulation base for asset recovery

Possible subject 2: Long term and short term agencies' plan for asset recovery

B. Details of Country Report Preparation

●Country introduction

- Overview (geography, capital, language, history, population, religion)
- Relation with Korea
- Legal system

●Introduction of related agencies

- Introduce your Ministry/Department/Bureau of asset recovery, describe the authorities responsible for the planning and implementation of asset recovery, and attach the Ministry/Department/Bureau's service delivery structure chart including the number of workers engaged in asset recovery
- General overview of asset recovery system

●Strategic policies

- Describe government policies or guidelines on the above subjects. (Short-term or long-term plans: goals, priorities, strategies, etc.)

● **Statistical data on the following information (Please indicate the source of the data).**

- Data on the status of asset recovery
- Data on the status of international cooperation on asset recovery

● **Other relevant information**

Cases of international cooperation for investigation
Asset recovery technique
Have any international capacity building projects been involved?
Asset recovery related laws
Is there any school or special institution for training asset recovery?

1. GUIDELINES FOR PREPARATION OF THE ACTION PLAN

All participants are requested to prepare a presentation on their action plan individually or as a group at the end of the course. The action plan is to identify each country's current problems and propose appropriate solutions in order to solve these problems.

The participants are encouraged to make the most of their weekends and leisure time to further their knowledge acquired from the program and better prepare their presentation for the action plan.

2. TOPICS TO BE COVERED IN THE ACTION PLAN

- a) Identify various problems related to each country's current situation of conflicts in asset recovery.
- b) Devise the best way to solve problems and make proposals.
- c) Consider how it will affect the current problems and what advantages it will bring in the future.

1. IMPLEMENTING AGENCY

Supreme Prosecutors' Office (<http://www.spo.go.kr>)



Prosecutors are exerting great effort to establish legal and social order, and to protect the safety of the public. The most important duty of prosecutors is to protect the lives of the public and their property from various kinds of crimes. To achieve this, prosecutors investigate crimes, collect evidence, initiate and maintain prosecution, and supervise the carrying out of legal sentences. Prosecutors are creating the free and democratic world in which everybody wants to live, based on principles, clear judgment, rationality, and humanity.

[Organization]

- 1 Supreme Prosecutors' Office, 5 High Prosecutors' Offices, 18 District Prosecutors' Offices and its 40 Branches
- With the Supreme Prosecutors' Office at the center, there are 64 offices nationwide including 5 High Prosecutors' Offices, 18 District Prosecutors' Offices, and 40 Branch Offices.
- The operations of prosecutors and staff members are directed and supervised by the Prosecutor General.

▷ Supreme Prosecutors' Office (SPO)

The Supreme Prosecutors' Office, which stands at the top of our organizational hierarchy, is located in Seoul.

Its duties include directing and supervising investigation and operations of all other Prosecutors' Offices across the country.

The Prosecutor General handles all affairs and directs all staff members of the Prosecutors' Offices.

▷ High Prosecutors' Offices (HPO)

The High Prosecutors' Offices are located in Seoul, Daejeon, Daegu, Busan, and Gwangju, handle and maintain appellate cases under the supervision of the Chief Prosecutors. The Offices also lead state and administrative litigations.

▷ District Prosecutors' Offices(DPO) and its Branches

The District Prosecutors' Offices are divided into a number of sections. These sections are allocated based on their area of expertise such as General Crimes, Special Investigation, Criminal Trial, Public Security, and Violent Crimes Department. The Branches are located within their respective jurisdictions in order to handle the responsibility of their respective District Prosecutors' Office in an efficient way.

▷ International Cooperation Center

The International Cooperation Center comprehensively and systematically manages international collaboration among prosecutors by establishing an international cooperation network and nurturing relationships with international experts. Based on this effort, the center aspires to strengthen international capacity to a considerable extent and to effectively respond to sharply increasing levels of transnational crimes by building a database on the status quo of respective countries.

[International Network]



ARIN-AP (Asset Recovery Interagency Network – Asia Pacific)

Seeing the rising need for an effective mechanism for asset recovery in the Asia-Pacific region, the SPO, with the support of UNODC (United Nations Office on Drugs and Crime), has proposed a plan to launch ARIN-AP. ARIN-AP is an informal network of contacts which intends to serve as a cooperative group in all aspects of tackling the proceeds of crime in the Asia-Pacific region. The Inaugural General Meeting of ARIN-AP was held at the SPO in November 2013. The Inaugural General Meeting attracted 46 participants from 21 countries, 27 law enforcement agencies, and 5 international organizations. The SPO took the role of the Secretariat of ARIN-AP. The Office of Secretariat has officially started to run at the International Cooperation Center of the SPO since December 30, 2013. ARIN-AP has already grown into a robust international network of 16 member countries and 7 international organizations. It has been trying to expand the number of members among Asia-Pacific regions through continuous promotions and much stronger cooperation.

2. REGULATIONS

- Participants should participate in the program to the best of their abilities
- Participants should refrain from engaging in political activities or any form of employment for profit or gain
- Participants must return to their home country upon completion of the program and resume work in their country
- Participants should not extend the length of the program or stay for personal convenience
- Participants are not permitted to change the flight schedule arranged by KOICA for personal convenience
- Participants should not be accompanied by any member of their family
- Participants are to assume responsibility for any personal expenses incurred regardless of implementation of the course
- Participants are required to strictly observe the course schedule and abide by the rules and regulations stipulated by the Korean government in respect to the program
- Participants should cooperate in preventing any sexual harassment and attend a short training session regarding 'Sexual Harassment Prevention' on the first day of KOICA orientation.

3. CONTACT INFORMATION

- **Korea International Cooperation Agency (KOICA)**

- **Program Manager: Mr. Keonhee LEE**

- Phone: +82-31-740-0417
- Fax: +82-31-740-0684
- E-mail: Leon@koica.go.kr
- Websites: <http://www.koica.go.kr>
<http://training.koica.go.kr>
<http://www.facebook.com/koica.icc>

- **Program Coordinator: Ms. Karam JEON**

- Phone: +82-31-777-2677
- Fax: +82-31-777-2680
- E-mail: jeonkr@global-inepa.org

- **Name of the Implementing Agency**

- **Program Manager: Mr. Jaewon JEONG**

- Phone: +82-2-535-0785
- Fax: +82-2-535-3109
- E-mail: jjw1120@spo.go.kr
- Home page: <http://www.spo.go.kr>

- **Program Manager: Ms. Charyung JEON**

- Phone: +82-2-535-0709
- Fax: +82-2-535-3109
- E-mail: charyung07@spo.go.kr
- Home page: <http://www.spo.go.kr>

Appendix 1.

Brand Name of the KOICA Fellowship Program

KOICA has launched a brand-new name for the KOICA Fellowship Program in order to more effectively raise awareness about the program among the public and its partner countries.

In English, CIAT stands for Capacity Improvement and Advancement for Tomorrow and in Korean it means “seed (씨앗)” with hopes to contributing in the capacity development of individual fellows as well as the organizations and countries to which they belong.



Appendix 2.

facebook.com/koica.icc

The Fellows' Facebook is a place for fellows to ask questions and write comments on KOICA fellowship programs. So, if you have questions regarding our program, please feel free to join our Facebook community.



twitter.com/koica.icc

Do you have a Twitter account? It seems everyone does these days. If you have a Twitter account, be sure to follow us @koica_icc



Map of Korea



Appendix 4

HOW TO GET TO THE KOICA ICC

- Route: Incheon International Airport → Korea City Airport, Logis & Terminal (CALT) → KOICA International Cooperation Center (ICC)
- **Arrival at Incheon International Airport (<http://www.airport.kr>)**

Flow:

- ▶ Fill out Arrival Card (or Immigration Card), Customs Declaration Form, Quarantine Questionnaire (on board)
- ▶ Quarantine including animals and plants (on 2nd Floor)
- ▶ Present your Arrival Card, Passport and other necessary document to Passport Control
- ▶ Claim baggage on 1st Floor
- ▶ Customs Clearance
- ▶ Pass an Arrival Gate
- ▶ Go to the KOICA Counter, which is located between Exit 1~2

• **KOICA Counter at Incheon airport**



Location : Next to Exit 1 on the 1st
floor (No.9- 10)
Tel. : 82-32-743-5904
Mobile : 82-(0)10-9925-5901
Contact : **Ms. Jin-Young YOON**

- After passing through Customs Declaration, please go to the KOICA Counter (located between exit 1~2) at Incheon Airport. At the KOICA Counter, you can get detailed information about how to get to KOICA International Cooperation Center (ICC) and purchase limousine bus ticket for City Airport, Logis & Travel (CALT).
- All the KOICA staff at the Incheon Airport wears nametags or has signs for indication. If you cannot meet the KOICA staff at the counter, please purchase a limousine bus ticket from the bus ticket counter (located on the 1st Floor), and go to CALT Bus Stop No. 4A (or 10B). Please find the bus number 6103 and present your ticket to the bus driver. From Incheon Airport to CALT, the approximate time for travel will be between 70 to 90 minutes. When you arrive at CALT, you will find another KOICA staff who will help you reach the KOICA ICC. KOICA will reimburse the limousine bus fare when you arrive at KOICA ICC. Also, please be aware that there may be illegal taxis at the airport. Even if they approach you first, please do not take illegal taxis and check to see if they are KOICA staff.

• **KOICA Counter at CALT airport**



Location : Lounge on the 1st floor of
CALT airport
Mobile : 82-(0)10-9925-5901

- If the limousine bus is not available due to your early or late arrival from 22:00 to 05:30.
 - Please contact the KOICA ICC reception desk
(Tel. 031-777-2600 / English announcement service is available 24 hours daily)
 - The staff at the KOICA ICC reception desk will let you know how to use a taxi. The taxi fare from the airport to KOICA ICC is normally 90,000 Won.
- ※ KOICA won't reimburse the taxi fare if you use a taxi during the hours of 05: 30 ~ 22:00.

• **From Incheon International Airport to the KOICA ICC through CALT**

- Take a City Air limousine bus at bus stop No.4A on the 1st Floor. Buses run every 10~15 minutes between the hours of 5:30 and 22:00.
- Meet the KOICA staff at the lounge on the 1st Floor of CALT upon arrival.
- Take a car arranged by the KOICA staff to the KOICA ICC (Expected time: 20 minutes)

"Please remember to read the Fellows' Guidebook. It is available from the Korean Embassy or KOICA Overseas Office in your country and provides valuable information regarding KOICA programs, allowances, expenses, regulations, preparations for departure and etc."