

## CAMPUS ENVIRONMENT

---

The Transparency Center is located just north of North Carolina's prominent "research triangle" in Southern Virginia's piedmont region. The peaceful setting provides a total immersion environment for effective training. The facilities include classroom, computer tool laboratory, meeting rooms, and dining and relaxation area. Vistas of rolling fields, forests and farmland create an inspiring learning environment. Associates arrive at the Raleigh-Durham International Airport in North Carolina and are met by the Transparency Center van. All local transportation is provided. Breakfast, lunch and dinner and accommodations are provided as part of the Program. Associates stay at the Transparency Center's guest house or at a local inn. Associates are *immersed* with the Instructor Team for the entire period of training. The Transparency Center believes that there is no comparable training available in the world.

## SCHEDULES AND FEES

---

**Training Schedule.** The Curriculum options are offered multiple times each year. We attempt to match training schedules to our clients needs and may schedule courses for as few as three Associates or as many as twelve Associates. We do not exceed twelve Associates in each course to ensure that course materials can be tailored to each Associate's home nation's needs.

**Course Fees.** The course fees are in US\$ are all inclusive and include:

- ◆ Classroom and laboratory instruction
- ◆ Course materials including new laptop computer with business process engineering tools, transparency tools, Microsoft Office and other software tools
- ◆ Guest room and meals
- ◆ Transportation from and to Raleigh-Durham International Airport, North Carolina (RDU) - international airfare from home nation to RDU is not included
- ◆ Daily transportation

Multiple Associates from the same nation are given a 10% reduction in Curriculum fees.

To inquire as to Program dates, and fees:  
email us at [postmaster@transparencycenter.com](mailto:postmaster@transparencycenter.com).

[www.transparencycenter.com](http://www.transparencycenter.com)

## INSTRUCTORS

---

The Transparency Center curricula are taught by the Instructor Team from The Marx Group LLC. The instructors are seasoned international development executives averaging 40 years experience and with strong records of achievement. The Instructor Team has operated in more than 30 countries. The Instructor Team just completed 3-1/2 years assisting the Afghanistan Ministry of Mines and Petroleum to public tender nine major hydrocarbons and mineral contracts without a single credible claim of corruption (despite Transparency International's ranking Afghanistan as one of the three most corrupt nations in the world) — a testament to the power of integrating transparency, fairness and accountability into Ministry's public tender operations.

## FREQUENTLY ASKED QUESTIONS

---

**Q:** Why attend training at the Transparency Center rather than in our home nation?

**A:** The Transparency Center's total immersion training concept provides more than twice the training content that is achievable in a home nation classroom during the same time period. The entire training schedule avoids the distractions normally inherent in a home nation's ministry or agency setting. Additionally, the total training cost for up to ten ministry or agency staff is nearly half of the cost to conduct similar training in a ministry's or agency's home nation.

**Q:** Do you offer training in a ministry's or agency's home nation?

**A:** Yes, special training projects can be established in most home nations subject to security issues. This method does not have the advantages inherent in the immersion training concept, and can be significantly more costly for a ministry or agency. Additionally, training schedules may be difficult to match to home ministry's or agency's needs.

**Q:** How is the training funded?

**A:** Training is funded by the home nation or through international donor assistance.

Enhancing Global Commerce Through  
Transparency, Fairness & Accountability

# International Transparency Center

The International Transparency Center offers the only comprehensive international education and training program designed specifically for capacity building of ministries and government agencies.

## BUILDING WORLD-CLASS TRANSPARENCY TO ENCOURAGE INTERNATIONAL INVESTMENT

The International Transparency Center offers the only comprehensive international education and training Program designed specifically for capacity building of ministries and government agencies. The training is tailored to organizations conducting regulatory and oversight operations, large investments and natural resource tenders, including petroleum and minerals resources. Our training Program prepares qualified staff to: 1) integrate world-class transparency, fairness and accountability into ministry and agency operations and establish international transparency standards, 2) design governance and business processes tailored to national laws and regulations and international best practices, 3) establish regulatory oversight of contracts with international and local companies, 4) provide technical services in support of regulatory and oversight operations, and 5) encourage international investment.

The Transparency Center provides a training environment free of distractions of ministry or agency staff from normal daily duties and commitments where the complete training focus is on practical learning and learning "products" that have direct and immediate relevance to ministry or agency operations. The course Instructor Team are seasoned professionals with real world experience in the development of ministry and government agency capabilities. Course information is based upon "lessons learned" by the Instructor Team and international best practices.

The Transparency Center compiles and validates a comprehensive library of international best practices linking business process engineering, transparency and international business standards. The Transparency Center's graduates are proficient in the latest and best transparency practices for ministry or agency development, operations, regulatory oversight and public tendering to international investors.

### ASSOCIATES NETWORK

Graduates of the Transparency Center's Program earn access to the private Transparency Associates Network where they have continuing access to updated tools, document templates and other information, as well as sharing information with other Associates. They also have direct email assistance from the Instructor Team for a period of one year.



## STRATEGIES TO ENCOURAGE INTERNATIONAL INVESTMENT

**The Case for Transparency and Accountability.** Nations that establish fairness, transparency and accountability initiatives and a "transparency culture" encourage international investment while assuring citizens of fair value for their resources and the protection of their environment. Global companies know that the risks of their potential investments are much lower when fairness, transparency and accountability are well established. Companies who know that they will be treated fairly in a competitive environment and will be able to operate according to consistent, fair practices are more likely to consider investments, especially in riskier conflict and post-conflict nations.

**The Case for Process Efficiency.** Global companies often find national and local laws, regulations and business practices confusing, cumbersome and not aligned with international standards. Compounded by a culture of corruption, the simplest of tasks become time consuming and costly. Nations that create a more favorable climate for global businesses while preserving and protecting their resources and norms are more likely to encourage quality investment. The Transparency Center's process efficiency model helps to streamline government processes within the local context while incorporating international best practices for transparency and aligning with transparency standards that create further incentives for global investment.

## COMPREHENSIVE PROGRAM PREPARES ASSOCIATES TO CONTRIBUTE TO THE FUTURE DEVELOPMENT OF THEIR MINISTRY OR AGENCY

The Transparency Center's Program design is based upon a "core" Curriculum and subsequent specialty Courses. The **Core Curriculum** includes the following Courses:

- ◆ Evaluating and improving the home nation's legal and regulatory framework to encourage international investment, including analysis of home nation impediments to international investment (2 days)
- ◆ Promoting international investment through adoption of international standards for transparency, fairness and accountability (1 day)
- ◆ Developing ministry and agency operating policies and procedures based upon business process engineering, transparency standards and internal controls (2 days)
- ◆ Business process engineering applied to ministry and agency operations - including detailed process maps with effective oversight controls and process engineering tools and a laptop computer which the Associate takes home (3 days)
- ◆ Conducting capability assessments for capacity building and design of education and training programs (1 day)
- ◆ Information technologies for ministry and agency operations (1/2 day)
- ◆ Creating effective outreach to local communities (1/2 day)

The Core Curriculum includes ten (10) days of classroom and laboratory work at the Transparency Center.

The **Regulatory or Oversight Agencies Curriculum** must follow the Core Curriculum and includes the following Courses:

- ◆ Designing the regulatory or oversight agencies organization (1/2day)
- ◆ Designing agency governance and business practices including business process engineering laboratory (1-1/2 day)
- ◆ Providing agencies regulatory and oversight operations and technical services (1 day)
- ◆ Contract development, negotiation and award (2 days)
- ◆ Contract management (2 days)
- ◆ Audit or inspection (1 day)

The Regulatory and Oversight Agencies Curriculum includes eight (8) days of classroom and laboratory work at the Transparency Center.

The **Petroleum and Minerals Resource Management Curriculum** must follow the Core Curriculum and includes the following Courses:

- ◆ Evaluating and improving the home nation's petroleum and minerals legal and regulatory framework to encourage international investment, including analysis of home nation impediments to international investment (1 day)
- ◆ Designing and promoting international investment through targeted promotional activities and international conferences (1 day)
- ◆ Developing ministry petroleum and minerals policies and procedures based on business process engineering, international standards and internal controls (1 day)
- ◆ Business process engineering applied to ministry petroleum and minerals operations - including detailed process maps with effective oversight controls and process engineering tools (3 days)
- ◆ Designing and implementing public tendering of resources including tender planning and promotion, preparing tender documents, managing the tender process, evaluating bids, and negotiating and awarding of contracts (3-1/2 days)
- ◆ Creating effective outreach to local communities at resource sites (1/2 day)

The Petroleum and Minerals Resource Management Curriculum includes ten (10) days of classroom and laboratory work at the Transparency Center.

**General.** Curriculum activities include classroom and laboratory activities and social interaction with Associates often from other nations. Importantly, the laboratory work is based upon each individual Associate's home ministry's or agency's needs and is matched to the home nation's laws and regulations. All instructions are in the English language. Upon completion of the comprehensive courses Associates have a working knowledge and capability to contribute to the future development of the home ministry or government agency. Graduates take home a complete set of document templates and computer-based tools along with a laptop computer.

General inquiries: [postmaster@transparencycenter.com](mailto:postmaster@transparencycenter.com)

Curriculum inquiries: [courses@transparencycenter.com](mailto:courses@transparencycenter.com)