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LOCAL GOVERNMENTS

Internal control establishment and corruption prevention guide for local governments

The guide is a tool for the members of the Local Government Council, municipality governors or mayors and municipality members, officials and employees to formulate the general principles of the internal control system in order to prevent corruption. It contains tips on how internal control should operate and what to pay attention to. For example, how to avoid corruption or prevent a situation, in which an official uses a folk house or other government premises for private use or a sports club associated with an official uses the school's gym outside the price list for free. The guide states that it must be taken into account that the premises belonging to the municipality are part of the municipality's assets and must be used purposefully, economically and efficiently. A part of the internal control system would be to establish a procedure for the use of local government premises (including the premises of the institutions administered, eg the school hall, sports hall, cultural hall, community hall, etc), which regulates who and on what conditions has the right to use and rent said premises (can these premises be used only by the local governments or private individuals also, paying for it in accordance with the procedure). In what way and who is in charge booking the local government premises to the outside people. It must be ensured that all equivalent parties (NGOs, associations, clubs, collectives, political parties, election coalitions, etc.) have equal facilities in using these premises.

[Internal control establishment and corruption prevention guide for local governments](#) [1]

Handbook for municipal councils on avoiding conflicts of interests

The purpose of the booklet is to help local governments solve situations involving a conflict of interests. The booklet includes an overview of 13 possible situations involving a conflict of interests that Estonian local governments have encountered. Every situation description in the booklet is accompanied by an explanation of how to act in the case of that particular type of conflict of interests. The preparation of the booklet was guided by the wish to increase the awareness of Municipal Councils and Rural Municipality Governments and City Governments about situations involving a conflict of interests.

Unlike the formal solutions set out in the Anti-corruption Act, the solutions provided in the booklet are recommendatory, not binding rules of conduct. The booklet was prepared, taking into account restrictions set out in the legislation and the wider notion of values characteristic of public services.

The booklet was prepared in the co-operation of the Ministry of Justice, Tartu City Government, the Police and Border Guard Board, the Ministry of Finance and the National Audit Office.

[Handbook for municipal councils on conflicts of interests](#) [2]

Allikas URL: <https://www.korruptsioon.ee/en/local-governments>

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[1] <https://www.korruptsioon.ee/>

[2] <https://www.korruptsioon.ee/sites/www.korruptsioon.ee/files/elfinder/dokumendid/kasiraamat.pdf>