



IBRD/IDA/IFC/MIGA Procedure

Selection and Appointment of World Bank Group Sanctions Board Members

Bank Access to Information Policy Designation

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Content

This Procedure sets forth the process by which Sanctions Board Members are selected and appointed.

Applicable to

IBRD,IDA,IFC,MIGA

Issuer

Senior Vice President and General Counsel, LEGVP; Vice President and General Counsel, CLSVP; Director and General Counsel, MIGA, MIGLC

Sponsor

Interim Chief Counsel, LEGIA; Chief Compliance Officer, CBRDR; Chief Counsel, MIGLC

SECTION I – PURPOSE AND APPLICATION

- a. The purpose of this Procedure is to set forth a harmonized approach and process across the World Bank Group Institutions by which Sanctions Board Members are selected and appointed.
- b. This Procedure applies to IBRD, IDA, IFC and MIGA.

SECTION II – DEFINITIONS

1. As used in this Procedure, the capitalized terms and acronyms have the meanings set out below or as defined in the WBG Policy: Statute of the Sanctions Board:
 - a. **Bank:** IBRD and IDA.
 - b. **Chair:** The Chair of a Selection Committee for a Sanctions Board Member.
 - c. **Executive Directors:** The Executive Directors of IBRD, IDA, IFC, or the Directors of MIGA, or all of them, as the case may be.
 - d. **HRDCS:** Human Resources Client Services.
 - e. **IBRD:** International Bank for Reconstruction and Development.
 - f. **IDA:** International Development Association.
 - g. **IFC:** International Finance Corporation.
 - h. **MDCAO:** Managing Director and Chief Administrative Officer of the World Bank Group.
 - i. **MIGA:** Multilateral Investment Guarantee Agency.
 - j. **Nominating WBG Institution:** The respective WBG Institution for which a vacancy on the Sanctions Board exists.
 - k. **President:** The President of the World Bank Group.
 - l. **Sanctions Board:** The World Bank Group Sanctions Board.
 - m. **Secretary:** The Secretary to the Sanctions Board.
 - n. **Selection Committee:** The Selection Committee for a Sanctions Board Member.
 - o. **Staff:** Persons holding an appointment under [Staff Rule 4.01, "Appointment"](#).

- p. **World Bank Group or WBG Institutions:** collectively, IBRD, IDA, IFC and MIGA.

SECTION III – SCOPE

Vacancy

1. Vacancy. The Secretary informs the MDCAO and the General Counsels of the WBG Institutions in a timely manner when any vacancy is expected to arise for membership in the Sanctions Board.

Constitution and Composition of the Selection Committee

2. Constitution. The General Counsel of the Nominating WBG Institution establishes a Selection Committee with responsibility for vetting and making recommendations to the President for suitable candidates to fill the vacancy.
3. Composition. The Selection Committee is comprised of the following five members:
 - i. The General Counsel of the Nominating WBG Institution or his/her delegate, who serves as the Chair of the Selection Committee;
 - ii. Two other representatives of the Nominating WBG Institution, appointed by the General Counsel of the Nominating WBG Institution; and
 - iii. One representative from each of the two other WBG Institutions, appointed by their respective General Counsels.

Selection Criteria

4. Pursuant to Section III, Paragraph 4 of the WBG Policy: Statute of the Sanctions Board, the selection criteria for members of the Sanctions Board is as follows:
 - i. Candidates do not currently hold any appointment to the Staff of the Bank, IFC or MIGA;
 - ii. For Bank appointees, candidates are familiar with procurement matters, law, dispute resolution mechanisms, or operations of development institutions; and
 - iii. For IFC and MIGA appointees, candidates are familiar with private sector cross-border lending and equity investments (for IFC Projects) or non-commercial guarantee operations (for MIGA Projects).

Intake and Search of Candidates

5. Terms of Reference. The Chair, after consultation with the Secretary, prepares terms of reference customized for each vacancy, based on the composition of the existing Sanctions Board. The terms of reference require exemplary ethical and professional qualities and shall be consistent with the selection criteria (as described in Paragraph 4 above) of the Nominating WBG Institution.

6. Public Notice of Opening. HRDCS, in collaboration with the General Counsel of the Nominating WBG Institution and the Secretary, publicly post vacancies on the WBG's intranet and on the Sanctions Board external website. The vacancies are socialized in any manner deemed appropriate by the Nominating WBG Institution.
7. Selection Approach. The Chair, in coordination with HRDCS, keeps the MDCAO apprised of administrative process information relating to the search, including whether any external search firm is engaged to assist in the identification of potential candidates.

Review of Candidates

8. Initial Screening. HRDCS and the Chair or his/her delegate screen applications to filter out those that do not meet minimal qualifications.
9. Long List. The Chair or his/her delegate, in consultation with the Secretary and HRDCS, create a long list of 20 candidates at most. To create the long list, the Chair may consult internal or external sources, including lawyers from the Nominating WBG Institution, Office of the ICSID Secretary General, or international law firms, as s/he deems appropriate.
10. Vetting of Long List Candidates. Candidates in the long list have satisfactorily passed the following steps:
 - i. Initial conflict of interest check by HRDCS, and
 - ii. Initial integrity due diligence by the Nominating WBG Institution.

Interview of Candidates

11. Short List and Interviews. The Selection Committee reviews the long list and create a short list of 3-5 candidates. Shortlisted candidates are interviewed by the Selection Committee. The Secretary is available for consultation during this stage of the selection process.
12. Additional Vetting. Prior to the interviews, candidates are subject to the following:
 - i. Candidates provide a written representation on the absence of conflicts of interests or other issues that that prevent them from serving on the Sanctions Board, if selected; and
 - ii. The Chair decides whether to require additional vetting of candidates in any other way s/he deems appropriate, including requesting references from both internal and external sources.

Candidate Recommendation and Consultation

13. Candidate Recommendation. After interviews are conducted, the Selection Committee selects a candidate to recommend to the President. The Selection Committee's recommendation is made by consensus, and if consensus is not reached, by majority vote of the Selection Committee.

14. Additional Integrity Due Diligence. The candidate selected for recommendation to the President is subject to additional integrity due diligence by the Nominating WBG Institution, if necessary, prior to consultations as per Paragraph 15 below and submitting a recommendation to the President as per Paragraph 16 below.
15. Consultation. The Chair circulates the name and credentials of the recommended candidate to:
 - i. The MDCAO, for consultation;
 - ii. The Secretary, for consultation;
 - iii. The Executive Director(s) representing the country of the candidate, for consultation; and
 - iv. The WBG Sanctions Advisory Committee, for review on a no-objection basis.
16. Recommendation to President. The Chair shares with the MDCAO for information the name and credentials of the recommended candidate, together with a summary of the Selection Committee's work that led to the recommendation, prior to submitting the recommendation to the President. The Chair endeavors to submit the recommendation to the President a minimum of two months in advance of the respective Sanctions Board position becoming vacant, unless the vacancy arises due to a Sanction Board Member's unexpected resignation.

Nomination by the President and Appointment by the Board of Executive Directors

17. Review and Nomination by the President. The President may agree with or reject the recommendation. Should the President agree with the recommendation of the Selection Committee, the President or his/her delegate nominates the recommended candidate for appointment by the Board of Executive Directors consistent with the WBG Policy: Statute of the Sanctions Board. Should the President reject the recommendation, s/he asks the Selection Committee to reconvene and recommend other candidates.
18. Appointment by the Board of Executive Directors. The Board of Executive Directors approves the nominee on an absence-of-objection basis or rejects him/her, consistent with the WBG Policy: Statute of the Sanctions Board. If the Board of Executive Directors approves the nomination of the candidate, a letter of appointment is sent from the President or his/her delegate to the candidate. Should the Board of Executive Directors reject the nominee, the President asks the Selection Committee to reconvene and recommend other candidates.

SECTION IV – EXCEPTION

N/A

SECTION V – WAIVER

The Issuers may jointly waive any provision of this Procedure provided the waiver does not contravene the provisions of the WBG Policy: Sanctions for Fraud and Corruption or the WBG Policy: Statute of the Sanctions Board.

SECTION VI – OTHER PROVISIONS

N/A

SECTION VII – TEMPORARY PROVISIONS

N/A

SECTION VIII – EFFECTIVE DATE

This Procedure is effective as of the date on its cover page.

SECTION IX – ISSUER

The Issuers of this Procedure are: Senior Vice President and General Counsel, LEGVP; Vice President & General Counsel, CLSVP; and Director & General Counsel, MIGLC.

SECTION X – SPONSOR

The Sponsors of this Procedure are: Chief Counsel, LEGVP; Chief Compliance Officer, CBRDR; and Chief Counsel (Operations & Policy), MIGLC.

SECTION XI – RELATED DOCUMENTS

WBG Policy: Sanctions for Fraud and Corruption

WBG Policy: Statute of the Sanctions Board

Bank Procedure: Delegation of Functional Authority from President to Managing Director and Chief Administrative Officer

Bank Directive: Sanctions for Fraud and Corruption in Bank Financed Projects

Questions regarding this Procedure should be addressed to the Sponsors.