
Part Two

Administration and Management

Administration and Management

CSD is registered as a public benefit organization with the Central Registry of NGOs at the Bulgarian Ministry of Justice. Public benefit organizations are obliged by law to conform to a number of additional financial reporting rules and to submit annual activity reports.

In 2009, CSD employed a staff of thirty-four of whom twenty-six in professional and management positions, including part-time consultants, and eight in administrative personnel positions.

Accountability and transparency are guiding principles in the operation of the Center for the Study of Democracy. They are intrinsic to CSD activity and are related to the critical analysis of reforms in this country. These principles are implemented by means of:

- Publishing annual audit reports since 1992;
- Auditing individual projects;
- Publishing annual reports (since 1994);
- Providing regularly updated information about activities on the CSD website;
- Providing information to the mass media about ongoing projects and the results achieved;
- Publishing a wide range of reports and working papers;
- Developing the consultancy units of CSD – Vitosha Research and Project 1.

Vitosha Research EOOD and Project One EOOD are wholly owned commercial companies of the Center for the Study of Democracy. Vitosha Research began its activities as part of the Sociological Program of the Center. It was spun off as a separate company in 2000 to help sus-

tain the Center's mission through engaging in marketing research. The General Manager of Vitosha Research is CSD's Research Director. Project 1 EOOD was established in 2003 on advice from CSD's audit company KPMG to better keep CSD's commercial and non-profit activities financially separated and to allow the group to participate in Bulgarian and European tenders. The Executive Director of CSD is General Manager of Project 1. The three organizations within the CSD group work closely together and enhance their human, physical and financial resources to achieve their mission while guaranteeing that the non-profit and commercial activities of the group are duly separated.

The application of sound management practices has been of crucial importance to the success of the Center for the Study of Democracy. In 2009, CSD continued its efforts to adapt to the changing donor environment and the new EU financial instruments available to Bulgaria for the 2007-2013 period – the 7th Framework Program, the financial instruments in the area of justice and home affairs, the operational programs administered by the Bulgarian government, etc.

In July 2009, CSD completed the implementation of a project under the Operational Program Administrative Capacity. The project started in 2008 and aimed to strengthen the capacity of the Center for the Study of Democracy and enhance its work in the field of justice and home affairs. As result of the project:

- **CSD strengthened its organizational structure and capacity** in the area

of organizational development, strategic management based on business processes, achievement of greater social impact, collaboration, media outreach, increase of productivity through modern ICT and integration of various information resources and databases.

- **CSD enhanced its capacity to monitor and assess the processes and policies** in the field of justice and home affairs (JHA) based on the current EU practices, norms and standards. The CSD team prepared and published online 62 documents, training and information materials, as well as presentations on the topic. CSD also held a series of training seminars on the standards and practices in the area of justice and home affairs, applied in the EU countries and Bulgaria in particular.
- **The CSD team increased its capacity and expertise in the area of justice and home affairs and strengthened**

its links with partner NGOs in the country. CSD organized 8 seminars and trainings on the topic of JHA. A total of 89 experts from 37 NGOs, representatives of government institutions and universities, as well as 20 journalists attended the seminars. European and international best practices in countering corruption and crime were presented during the seminars.

- **CSD strengthened its capacity for establishing public-private partnerships** for implementing the EU standards and practices in the area of justice and home affairs. The CSD team established a Bulgarian NGO network, capable of monitoring and evaluation of activities in the field of JHA. Members of the NGO network were selected on the basis of collaborative work experience, to carry out monitoring of the implementation of the Strategy for Transparent Governance and for the Prevention and Countering of Corruption 2006 – 2008.

List of Staff

Governing Board

Ognian Shentov PhD, Chairman
Vladimir Yordanov, Executive Director
Alexander Stoyanov, Director of Research

Program Board

Maria Yordanova, PhD, Director, Law Program
Chavdar Chervenkov, Lieut. Gen. (ret.), Director, European Program
Andrey Nonchev, PhD, Director, Sociological Program
Ruslan Stefanov, Director, Economic Program

Economic Program

Todor Yalamov, Senior Analyst
Daniela Mineva, Research Fellow
Boyan Belev, PhD, Senior Fellow
Ilian Iliev, Senior Fellow
Dobromir Hristov, PhD, Research Fellow
Valentina Nikolova, Policy Analyst
Snezhana Popova, Program Assistant

Law Program

Dimitar Markov, Senior Analyst and Project Director
Miriana Ilcheva, Research Fellow
Galina Sapundjieva, Program Assistant
Maria Doichinova, Program Assistant

Sociological Program

Todor Galev, PhD, Senior Analyst
Svetla Encheva, Analyst

European Program

Boyko Noev, Ambassador, Senior Fellow
Tihomir Bezlov, Senior Analyst
Boyko Todorov, Senior Fellow
Emil Tsenkov, PhD, Senior Fellow
Philip Gounev, Research Fellow
Kamelia Dimitrova, Research Fellow
Nikolai Tagarov, Senior Analyst

Administration

Mariana Yankova, Administrative Secretary
Nelly Gospodinova, Executive Assistant
Alexander Gergov, LAN Administrator

Financial Department

Maria Georgieva, Chief Accountant
Lazarina Andonova, Cashier/Bookkeeper

Technical Support

Boyko Tassev
Alyosha Purvanov

General Assembly

Alexander Stoyanov,	Director of Research, Center for the Study of Democracy and General Manager, Vitosha Research EOOD
Andrey Ivanov,	PhD, Human Development Advisor, RBEC, United Nations Development Programme – Bratislava
Blagovest Georgiev,	PhD, Professor, Department of Sociology, Sofia University
Emil Tsenkov,	PhD, Senior Fellow, Center for the Study of Democracy
Evgenii Dainov,	PhD, Director, Centre for Social Practices
Inko Razpopov,	PhD, General Manager, IR Communications
George Prohasky,	PhD, Co-Chairman, Center for Economic Development
Mois Faion,	PhD, Chief Financial Officer, All Telecoms JSC
Ognian Shentov,	PhD, Chairman, Center for the Study of Democracy
Tihomir Bezlov,	Senior Analyst, Center for the Study of Democracy
Vladimir Yordanov,	Executive Director, Center for the Study of Democracy and General Manager, Project 1 EOOD

