

MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE SWISS FEDERAL COUNCIL  
AND  
THE GOVERNMENT OF  
THE DEMOCRATIC SOCIALIST REPUBLIC  
OF SRI LANKA  
ON  
MUTUAL LEGAL ASSISTANCE IN  
CRIMINAL MATTERS

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The Swiss Federal Council

and

the Government of the Democratic Socialist Republic of Sri Lanka,

hereinafter referred to as the Signatories

GUIDED BY the traditional friendly relations and the fruitful cooperation between the two States;

DESIRING to improve the effectiveness of cooperation between the two States in the field of mutual legal assistance in criminal matters;

AWARE of the need to ensure that cooperation is carried out in the most effective way;

ON THE BASIS of mutual respect for sovereignty and territorial integrity, equality, mutual benefit and non-interference in each other's internal affairs, with full respect for international law, including human rights;

IN OBSERVANCE of the constitutional and legal regulations of the respective States and their international obligations,

HAVE COME TO THE FOLLOWING UNDERSTANDING:

### **PARAGRAPH 1 – Objective**

1. The Signatories wish to further improve the existing cooperation in the field of mutual legal assistance in criminal matters as stated in paragraphs 2 and 3 of this Memorandum.
2. This Memorandum aims at:
  - a. developing a firm foundation for existing and future relations between the two States for cooperation in the field of mutual legal assistance in criminal matters;
  - b. defining the scope of mutual legal assistance in criminal matters;
  - c. enumerating measures for advancing cooperation;
  - d. promoting a greater understanding of each other's laws, legal systems and legal institutions;
  - e. extending and strengthening the ties between the authorities directly responsible in the field of mutual legal assistance in criminal matters;
  - f. simplifying certain aspects of the mutual legal assistance procedure.
3. The provisions of this Memorandum are without prejudice to existing obligations of the Signatories pursuant to treaties, bilateral arrangements, domestic legislation or otherwise and are not intended to create any legally binding obligations.

### **PARAGRAPH 2 – General principles of cooperation in the field of mutual legal assistance in criminal matters**

1. Mutual legal assistance in criminal matters can be sought and provided in accordance with the domestic legislation and the international obligations of the respective States, on the basis of reciprocity and in the context of this Memorandum.
2. The Signatories reaffirm their commitment to the rule of law, human rights and fundamental freedoms, in accordance with their obligations under international law.
3. This Memorandum can also be applied to requests for mutual legal assistance relating to acts or omissions committed before its coming into effect.

### **PARAGRAPH 3 – Scope**

1. Mutual legal assistance may be afforded in particular for the following purposes:
  - a. serving of documents;
  - b. obtaining and handing over of evidence;
  - c. seizure, confiscation and handing over of objects or assets.
  
2. The assistance may include the following measures:
  - a. effecting service of judicial documents;
  - b. taking evidence or statements of persons;
  - c. executing searches and seizures, and freezing of assets;
  - d. examining objects and sites;
  - e. providing of information, documents, evidentiary items and expert evaluations;
  - f. providing of originals or copies of relevant documents and records, including bank, financial, corporate or business records;
  - g. identifying or tracing proceeds of crime, property, instrumentalities or other things for evidentiary purposes;
  - h. handing over of objects or assets with a view to forfeiture or for restitution to the entitled natural or legal person;
  - i. facilitating the voluntary appearance of persons in the requesting State;
  - j. spontaneous transmission of information without prior request;
  - k. any other type of assistance in accordance with the domestic legislation of the requested State.

### **PARAGRAPH 4 – Further measures for advancing cooperation**

Measures with a view to further advancing the cooperation as stated in paragraphs 2 and 3 may include:

- a. the exchange of materials concerning the relevant laws, legal systems and legal institutions of the respective State;
- b. the organizing of expert meetings in order to discuss questions and issues regarding mutual legal assistance, of a more general nature or with regard to specific cases;
- c. the establishment and strengthening of appropriate contacts between the responsible authorities.

## **PARAGRAPH 5 – Confidentiality**

Each Signatory applies the provisions regarding confidentiality as provided for in its domestic legislation.

## **PARAGRAPH 6 – Exchange of information with regard to the respective legal systems**

The Signatories may exchange information on the respective legal systems, on national legislation in the field of mutual legal assistance in criminal matters as well as on the legal institutions involved.

## **PARAGRAPH 7 – Meetings and consultations**

The Signatories may, upon mutual agreement, hold meetings and consultations in order to exchange their practical experience and discuss issues of mutual interest either of a more general nature or with regard to specific cases.

## **PARAGRAPH 8 – Central Authorities**

1. The Signatories may designate Central Authorities responsible for the cooperation in accordance with this Memorandum.

a. The Central Authority for the Swiss Confederation is:

The Federal Office of Justice of the Federal Department of Justice and Police  
(Bundesrain 20, CH-3003 Berne; phone: +41 58 462 11 20; fax: +41 58 462 53 80; e-mail: irh@bj.admin.ch)

b. The Central Authority for the Democratic Socialist Republic of Sri Lanka is:

Secretary, Ministry of Justice  
(Superior Courts Complex, Colombo 12;  
phone: +94 112323979; fax: +94 112445447;  
e-mail: justiceminst@sltnet.lk).

Any changes regarding the Central Authority should be communicated to the other Signatory through the diplomatic channel.

2. Within the framework of this Memorandum, the Central Authorities may communicate directly with each other.

### **PARAGRAPH 9 – Model request**

1. In order to facilitate and speed up cooperation between the Central Authorities, a model request, attached as Annex to this Memorandum, taking into consideration the particularities of the respective laws may be used.
2. The model request may serve as a guideline for the following types of mutual assistance in criminal matters:
  - a. hearing of persons;
  - b. obtaining evidence;
  - c. restraining assets or seizing objects;
  - d. handing over assets or objects for the purpose of forfeiture or return (asset recovery).

### **PARAGRAPH 10 – Assistance with regard to requests**

1. In order to ensure that cooperation is carried out in the most effective way, the Central Authorities may consult each other.
2. To that end, the Central Authorities may provide advice at the stage of drafting a request for mutual legal assistance.

### **PARAGRAPH 11 – Language**

1. The Central Authorities may communicate in English.
2. Requests for legal assistance and supporting documents should be accompanied with a translation into one of the languages of the requested State.

3. In urgent cases or when agreed by the Central Authorities, requests for legal assistance and supporting documents may be transmitted in English.
4. Other documents falling within the framework of this Memorandum should as a rule be transmitted in English.

#### **PARAGRAPH 12 – Amendments**

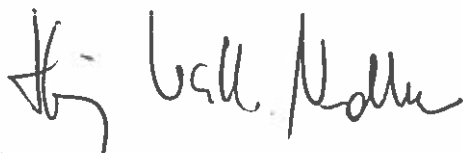
This Memorandum or its Annex may be amended at any time by mutual consent. All such amendments will be agreed upon in writing between the Signatories.

#### **PARAGRAPH 13 – Effectiveness**

This Memorandum will come into effect on the date of its signature.

Signed at Colombo on 11 December 2017, in duplicate in the English language.

For the Swiss Federal Council



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Heinz Walker-Nederkoorn  
Ambassador  
Embassy of Switzerland to  
Sri Lanka and the Maldives

For the Government of the  
Democratic Socialist Republic of  
Sri Lanka



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Thalatha Atukorale  
Minister of Justice

**REQUEST  
FOR  
MUTUAL LEGAL ASSISTANCE IN CRIMINAL MATTERS**

Procedure/Reference-No.:

**CENTRAL AUTHORITY OF THE REQUESTING STATE**

Official title:

Address:

Contact details of the responsible official dealing with the case (incl. phone and telefax numbers with country code and e-mail address):

Please find enclosed the above-mentioned request for mutual legal assistance. Kindly have it executed according to your legislation and within the scope of your possibilities.

In this context we wish to inform you that similar requests from ... might be executed under the regulations of ... law. (reciprocity)

We are looking forward to your information about the decision which will be taken by your relevant authorities and thank you very much for your cooperation.

**Name and seal of the  
National Central Authority:**

**Signature of the responsible  
official at the National Central  
Authority:**

**Place and date:**

Copies:  
Embassy of the Requesting State

...

**Language:** Please note that the request and the accompanying documents have to be submitted together with a translation into the following languages:

- Requests submitted to Sri Lanka: English
- Requests submitted to Switzerland: Either German, French or Italian, as specified in each case by the Swiss Central Authority



Letter-head of the requesting authority primarily involved in the concrete case

**REQUEST  
FOR  
MUTUAL LEGAL ASSISTANCE IN CRIMINAL MATTERS**

**1. REQUESTING AUTHORITY**

Official title:

Address:

Contact details of the person dealing with the case (incl. phone and telefax numbers with country code and e-mail address):

**2. SUSPECT / DEFENDANT (if known)**

Family name:

Given name:

Alias (if applicable):

Gender:

Nationality:

Date and place of birth:

Address:

Passport/Identity card number (if applicable):  
any other relevant information:

In case of legal person:

Information of the legal person:

Company Name:

*Where applicable and if available:*

Registration number / Address of the headquarters:

Address of different branches:

Contact details of the person authorized to  
act on behalf of the company:

3. SUMMARY OF THE FACTS AND LEGAL QUALIFICATION OF THE OFFENCE

Relevant facts of the case including place, date, time and manner of the commission of the offence:

Legal definition (the specific criminal offence):

Applicable penal provision(s) and maximum penalty, including lapse of time:

4. OBJECT OF AND REASON FOR THE REQUEST

Subject matter and nature of the investigation, prosecution or judicial proceeding in the requesting State to which the request relates (stage of the criminal proceedings):

Assistance sought / measures requested:

Clear description of the links between the offence and the person and between the offence and the evidence/measures/criminal assets sought in the requested State:

Confirmation that the requested measures are also permitted in the requesting State:

5. **DETAILED INFORMATION AND SPECIAL REQUIREMENTS**  
**(MAIN TYPE(S) TO BE CHOSEN ACCORDING TO NECESSITY)**

**Hearing/questioning of persons:**

- Information on the person: family name, given name, alias (if applicable), gender, nationality, date and place of birth, address
  
- Hearing in the capacity of:  witness    suspect    expert    defendant  
 person with other procedural role
  
- List of questions to be asked (to be attached to this document)
  
- Rights and obligations of the person to be heard (for instance duty to give evidence, obligation to be truthful, right to refuse to give evidence, right to be assisted by a lawyer/interpreter) as well as the consequences in case of failure to fulfil these obligations.

**Other evidence to be taken:**

- Evidence to be taken and the acts requested (as detailed as possible):

**For acts of money laundering and financing of terrorism:**

**Blocking of bank account(s) / seizing of assets and objects :**

- In the case of a request for the blocking of bank accounts information relating to bank account(s) in question: name of the bank, account number (where known), address of branch where the account is held (where known)
  
- Reasons to believe why the account is held in the requested State:
  
- Indication of the period for which the information is requested:

**For acts of money laundering and financing of terrorism:**

**Handing over of assets or objects for the purpose of forfeiture or return:**

- Indicate exactly the requested measures (execution of the confiscation order, handing over of the restrained assets x or the seized objects y).
  
- Earlier request(s) for obtaining evidence resp. for restraining assets or seizing objects connected with the present request and date of this/these request(s):
  
- Stage of the proceedings in the requesting State: Has the defendant been condemned and have the assets restrained in the requested State been confiscated in the requesting State? If so, please provide a copy of the confiscation order and a confirmation that the confiscation order is final and executable.
  
- Confirmation that the rights of the owners of the assets/objects and possibly third persons entitled to these assets/objects have been given the occasion to defend their claims in a proceeding of the requesting State:
  
- Brief summary as to how the concerned persons could defend their claims and what the outcome was:

**6. ADDITIONAL INFORMATION**

Particular procedure or requirement the requesting authority wishes to be followed:

Reasons:

Any other details which the requesting authority considers important and which may assist the requested authority in carrying out the request:

**Seal, name and function of the official of the requesting authority:**

**Signature:**

**Place and date:**