



OXFAM IBIS POLICY ON ANTI-CORRUPTION

Adopted August 2009

Introduction

Corruption is recognised to be one of the world's greatest challenges. It is a major hindrance to sustainable development, with a disproportionate impact on poor communities and is corrosive on the very fabric of society. Corruption has played a major part in undermining the world's social, economic and environmental development. Resources have been diverted to improper use and the quality of services and materials used for development seriously compromised. The impact on poorer communities struggling to improve their lives has been devastating, in many cases undermining the very fabric of society. It has led to environmental mismanagement, undermining labour standards and has restricted access to basic human rights. It is important to recognise that corruption diverts resources from their proper use. Financial resources that were intended for local development may, as a result of corruption, end up in foreign bank accounts instead of being used for local purchasing and the stimulation of local economies. At the same time it distorts competition and creates gross inefficiencies in both the public and private sectors. (Source UN Global Compact).

As an organisation Oxfam IBIS has adopted the principles outlined in the UN Global Compact Initiative (www.unglobalcompact.org), where the purpose is to contribute to a more sustainable and inclusive global economy. The tenth principle of UN Global Compacts reads:

Businesses should work against corruption in all its forms, including extortion and bribery.

UN Global Compact recommends that organisations as a first step introduce anti-corruption policies and programs within their organisations and this document should be seen as such a first step.

By introducing an anti-corruption policy Oxfam IBIS sends a clear signal to partners, employees and donors of Oxfam IBIS' commitment to fight corruption both in its programme work and by keeping its own house in order.

Objectives

The objective of this anti-corruption policy is to ensure that Oxfam IBIS activities, financial support and staff behaviour is not influenced by corruption thereby ensuring maximum beneficial use of available resources to the benefit of the poor and disadvantaged.

The anti-corruption policy is considered an important tool in realising Oxfam IBIS' vision which i.a. reads:

In the year 2012, the impoverished are representing themselves, regardless of social status, race, gender and ethnicity. They demand that their individual and collective rights be respected, they want their fair share of political power and an equitable part of the planet's wealth.



When Oxfam IBIS co-operates with government institutions and public authorities, the support should always promote democratic development and benefit civil society. Oxfam IBIS finds that the state should lay down the overall framework for the development of society, and be responsible for good governance based on openness, popular participation, devolution of powers to local bodies, transparent decision-making and efficient administration.

Nepotism, abuse of power, corruption and decision-making shrouded in secrecy are contrary to the fundamental principles of democracy and exclude underprivileged communities from influence. A strong civil society is an important means of keeping up the momentum of democratisation and of the necessary political and administrative reforms.

This policy is based on Oxfam IBIS' values and staff is guided by the three basic values of being *committed, critical and responsible*.

Guiding principles to promote anti-corruption

At the institutional level:

- Oxfam IBIS has a zero tolerance policy towards bribery and corruption. The policy extends to all Oxfam IBIS activities in all countries.
- Anti-corruption is an integral part of all Oxfam IBIS' strategies, programmes, information, advocacy work and personnel policies.
- Oxfam IBIS will ensure that adequate resources, including staff training, are available to develop, implement and maintain anti-corruption policies and procedures.
- Oxfam IBIS commits itself to create and maintain an enabling environment that promotes and facilitates anti-corrupt behaviour.

Programme development in the South:

- Within the citizen rights and governance strategy Oxfam IBIS in the South should give attention to the central role of civil society actors to work as watchdog for public spending as an important factor hampering corruption

but also

- Civil society organisations themselves can be corrupt and have leaders disregarding democratic rules, why Oxfam IBIS programme development must address this:
 - Oxfam IBIS' strategy for partnership reduce the risk of corruption by pointing out the importance of transparency and accountability



- The partnership strategy declares, that Oxfam IBIS will take immediate action if identifying any kind of corruption.
- Partner Assessment and partner development plan should include a dialogue on corruption and how to avoid it

Public image, information and advocacy:

- Information, campaign and advocacy initiatives reflect Oxfam IBIS' commitment to promote good governance including non-corrupt behaviour in line with the UN Global Compact initiative.
- Oxfam IBIS respects the different donors' anti-corruption policies and procedures in order to ensure maximum use of entrusted funds for the benefit of the poor and disadvantaged.

Definitions

Corruption is understood as the misuse of entrusted power for personal gain.

Bribery is understood as the offer or receipt of any gift, loan, fee, reward or other advantage to or from any person as an inducement to do something which is dishonest, illegal or a breach of trust, in the conduct of Oxfam IBIS activities.

Fraud is defined as economic crime involving deceit, trickery or false pretences, by which someone gains unlawfully.

Embezzlement is defined as the misappropriation of property or funds legally entrusted to someone in their formal position as an agent or guardian.

Gifts are understood as presents such as – but not limited to- flowers, confectionary and wine. Tickets to sports and cultural events which are given to an individual are also gifts.

Hospitality is understood as invitations to receptions, dinners, lunch etc. hosted in an work related context.

Kickback is the return of a part of a contractual payment.

Nepotism is favoritism toward relatives and friends, based upon that relationship, rather than on an objective evaluation of ability or suitability.



OXFAM IBIS ANTI-CORRUPTION CODE OF CONDUCT

Principles

1. **Conflict of interest.** We will avoid any conflict - real or potential - between our personal interests and the interests of Oxfam IBIS.
2. **Misuse of official position.** We will not seek to influence for personal gain any person or institution by using our official position or offering them personal advantages.
3. **Respect for laws.** We respect the laws of the countries in which we work, unless we by respecting national laws violate, directly or indirectly, international law or human rights conventions.
4. **Proper personal conduct.** We will ensure that our private conduct does not compromise our role as Oxfam IBIS employee. We will not engage in activities involving fraud and embezzlement.
5. **Nepotism and favouritism.** We will not favour friends, family or other personal relations in recruitment, procurement, aid delivery or other situations.
6. **Active and passive bribery.** We will not give, solicit or receive directly or indirectly any gift, kickback or other favour that may influence the exercise of our function, performance of duty or judgement.
7. **Gifts and hospitality.** Gifts and hospitality must be reasonable, not excessive and not exceed nominal value. When dealing with Government, hospitality and gifts must be within the norms and regulations of the country. Hospitality and gifts which are excessive or could be seen to influence judgements is not acceptable. Gifts received must whenever possible be shared among Oxfam IBIS employees. If in doubt the immediate superior should be consulted.
8. **Anti-corruption.** In accordance with the principle of “zero tolerance”, we are obliged to report instances of well-founded suspicion or evidence of corruption observed or experienced in any part of Oxfam IBIS activities. The responsible superiors will ensure the legal rights and due protection of the informant and the accused before, during and after any investigation.
9. **Dissemination of the Code.** We will make our Code of Conduct known to our partners and suppliers.

As employee of Oxfam IBIS I hereby declare that I will respect the principles of this code of conduct.

Date

NAME

SIGNATURE