



AIA ANTI-CORRUPTION POLICY

POLICY STATEMENT

Australian International Aid (AIA) is committed to operating in an honest, ethical and accountable way. AIA complies with all applicable anti-bribery and anti-corruption laws and operates a zero-tolerance attitude to corruption. AIA requires members, volunteers, partners and trustees to act honestly and with integrity at all times, and to report all reasonable suspicions of corruption or bribery.

AIA will investigate all instances of actual, attempted and suspected acts of corruption committed by members, trustees, partners, volunteers, consultants and other third parties. Perpetrators will be subject to disciplinary and/or legal action.

AIA members and others must not commit or be involved in bribery or corruption. Particular attention should be given to risks of bribery and corruption while operating in foreign countries or regions with a high degree of corruption. AIA representatives must resist any offers of, or requests for, bribes or other forms of corruption and report such incidents in accordance with AIA's anti-corruption procedures.

ANTI-CORRUPTION POLICY

- The use of AIA funds, assets, or personnel for any unlawful, improper, or unethical purpose is strictly prohibited.
- You may not offer or give or promise anything of value to any government official with the intent to obtain or retain any benefits or any other advantage domestically or internationally.
- You may not offer, promise or give directly or indirectly any commercial bribe to any person.
- You may not receive a commercial bribe from any third party, such as a kick-back or other similar payment. For this purpose, a bribe is a payment or gift of any value (or promise thereof) made to secure or reward the improper performance of an activity or an improper commercial advantage.



- You will not make any payments to government officials, including low-level government employees, to expedite or secure performance of a routine governmental action (sometimes referred to as “facilitation payments”).
- You must make accurate and complete entries in AIA’s books and records and follow AIA’s accounting procedures and internal controls.
- You must not engage in any form of bribery, either directly or indirectly.
- Personnel must not offer or give any gift or hospitality which could be regarded as illegal or improper.
- You must not engage in any illegal or improper acts.

ANTI-CORRUPTION PROCEDURES

Bribery and other improper conduct outlined in this Policy are serious issues. AIA strongly encourages AIA members and others to immediately speak up about potential violations and suspected wrongdoings. The ways to do this and the protections for a person who reports a concern about a potential violation or suspected wrongdoing are outlined in the ‘AIA Whistle-blower Protection Policy’. Potential violations and suspected wrongdoings may also be reported to the Local Compliance Officer.