

Annex 4

PS Anti-Corruption Policy

Purpose

This policy applies to all PS activity including employees, trainees as well as trustees. The policy also applies to Forum Syd's partners and partners at subsequent levels.

The policy aims at on all fronts combat corruption and other irregularities and thereby contribute to that the PS support, in the best way possible, reaches the target audiences and is in line with the partner organizations' own efforts to combat corruption.

Corruption definition

PS follows Sida's definition of corruption, which reads: "An abuse of trust, power or position for improper gain. Corruption includes among others-taking and bribery - including bribery of a foreign public official -, embezzlement, conflict of interest and nepotism. "

PS follows Sida's Anti-corruption rules:

- **Always prevent** - from the design of projects to the selection of partner organizations.
- **Never accept** - any sign of corruption should immediately be paid attention to.
- **Always inform** - PS has developed a system of how to report suspicions of corruption.
- **Always act** - not wait for the full proof before action is taken.

Guidelines

- Design of an early warning indicator mechanism, so that the danger, in a methodical way, can be detected and corrected in time. This is done during the project design stage.
- Monitoring for early detections and reporting of suspected cases of corruption.
- Anonymity Protection for the one in the organization (the so called Whistleblower) who detects and reports the suspected case of corruption.
- Employees, elected officials and hired consultants must never provide, solicit or accept any kind of gift or service that can be defined as corruption. Corruption is not accepted in the activities funded by PS, neither in Sweden nor in the partner countries.
- In case of suspected corruption PS is responsible to assess whether or not to move on with further investigations.

- PS employees, elected officials, hired consultants and all PS partner organizations employees involved in the projects, are required to inform PS in cases of suspected or actual corruption. PS is then responsible to inform Sida or other external financier. A person who informs PS about suspected corruption can, if desired, remain anonymous.
- If irregularities occur within PS projects they should be reported primarily to the PS chairman who is PS anti-corruption officer. Notification can also be made to the PS info email.
- PS Project Managers convey the policy's content to its partner organizations.
- In the event of irregularities with partner organizations in Algeria, Angola or Mozambique the following applies: For Algeria irregularities should be reported to CISP's Head of Mission in the refugee camps or directly to PS Project Manager for Western Sahara. For Angola and Mozambique they should be reported to the Operational coordinators alternatively to PS Project Manager. This first instance, project managers, etc., shall forward information on irregularities to the PS Chairman, who is the PS appointed anti-corruption officer. The PS Chairman will then determine if the notification should be presented to the PS board, which will have the final say in the matter.
- Furthermore both Sida's and Forum Syd's Anticorruption-policies apply to all projects financed by grants from them.
- To report any suspicion of corruption email; info@praktisksolidaritet.se or ordf@emmausstockholm.se