



THE FACULTY OFFICE

Anti-corruption and bribery policy

The Faculty Offices is committed to conducting business in an honest and ethical manner. We act professionally and with integrity in all of our activities.

This policy applies to everyone who works for the Faculty Office or on its behalf in any role, including those who give their time on a voluntary basis.

Bribe means a financial or other inducement or reward for action, which is illegal, unethical, a breach of trust or improper in any way. Bribes can take the form of money, gifts, loans, fees, hospitality, services, discounts, the award of a contract or any other advantage or benefit that is intended to influence a decision or action.

Bribery includes offering, promising, giving, accepting or seeking a bribe.

Corruption means any form of abuse of power for business and/or personal gain and may include, but is not limited to, bribery.

All forms of bribery are illegal. If anyone who works for us or on our behalf in any role is unsure about whether a particular act constitutes bribery, they should raise it with the Registrar.

- Specifically, anyone who works for the Faculty Office or on its behalf in any role must not:
- give or offer any payment, gift, hospitality or other benefit in the expectation or hope that a business advantage will be received in return, or to reward any business received
- accept any offer which is made with the expectation that the Faculty Office will provide a business advantage for them or anyone else
- give or offer any payment to a government official in any country to facilitate or speed up a routine or necessary procedure

- engage in any other activity that might amount to bribery or corruption or otherwise lead to a breach of this policy
- Anyone who works for the Faculty Office or on its behalf must not threaten another person who has refused to offer or accept a bribe or who has raised concerns about possible bribery or corruption.
- If anyone who works for the Faculty Office or on its behalf is offered a bribe, or is asked to make one, or if they suspect that any bribery, corruption or other breach of this policy has occurred or may occur, they must notify the Registrar or report it in accordance with the Whistleblowing Policy.