
Fraud Policy

INASP has a commitment to high legal, ethical and moral standards and you are expected to share this commitment. This policy is established to facilitate the development of procedures which will aid in the investigation of fraud and related offences.

The INASP Board already has procedures in place that will reduce the likelihood of fraud occurring. These include standing orders, documented procedures and documented systems of internal control and risk assessment. In addition The INASP Board tries to ensure that a risk (and fraud) awareness culture exists in INASP.

This Policy is intended to provide direction and help those employees and directors who find they have to deal with suspected cases of theft, fraud or corruption. A framework is provided for a response and advice and information given on various aspects and implications of an investigation. This Policy is not intended to provide direction on prevention of fraud.

Actions Constituting Fraud

This policy applies to any irregularity, or suspected irregularity, involving employees as well as consultants, vendors, contractors, and/or any other parties with INASP. Any investigative activity required will be conducted without regard to any person's relationship to INASP, position or length of service.

Fraud comprises both the use of deception to obtain an unjust or illegal financial advantage and intentional misrepresentation affecting the financial statements by one or more individuals among management, staff or third parties.

All managers and supervisors have a duty to familiarise themselves with the types of improprieties that might be expected to occur within their areas of responsibility and to be alert for any indications of irregularity.

The INASP Board's Policy

The INASP Board is absolutely committed to maintaining an honest, open and well-intentioned atmosphere within INASP. It is, therefore, also committed to the elimination of any fraud within INASP and to the rigorous investigation of any such cases.

The INASP Board encourages anyone having reasonable suspicions of fraud to report the matter. It is also The Board's policy, which will be rigorously enforced, that no employee will suffer in any way as a result of reporting reasonable held suspicions.

All members of staff can therefore be confident that they will not suffer in any way as a result of reporting reasonably held suspicions of fraud. For these purposes 'reasonably held suspicions' shall mean any suspicions other than those which are shown to be raised maliciously and found to be groundless. INASP will deal with all occurrences in accordance with the Public Interest Disclosure Act.

Last Review	INASP Board	12 June 2012
Next Review		