

For Callers from within South Africa:

Free-Call 0800 432 433
E-mail sat@tip-offs.com
Free-Call FAX 0800 007 788
or
+27 (0) 31 560 7395
Free-Post P O Box 774
Umhlanga Rocks
KZN
4320
South Africa

For Callers from:

**BOTSWANA
MALAWI
ZAMBIA
ZIMBABWE**

Call +27 (0)31 571 5151
E-mail sat@tip-offs.com
Post P O Box 774
Umhlanga Rocks
KZN
4320
South Africa

Undertaking

I.....of.....
have received, read and understand the provisions
of this whistle blowing facility.

Signed

This.....day of.....20.....

The SRHR Africa Trust (SAT) has worked for over 28 years for communities and those who support communities on HIV and sexual and reproductive health and rights. SAT is a Regional NGO with Programme Offices registered in 4 Countries and a Regional Office in South Africa |

BOTSWANA sat.botswana@satregional.org
MALAWI sat.malawi@satregional.org
ZAMBIA sat.zambia@satregional.org
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SPEAK OUT REPORT CORRUPTION



SAT POSITION ON CORRUPTION

Health is essential to human development and to the development of communities and nations.

Not enough money is spent on health in our region and health money is not always spent effectively and efficiently. But the worst aspect of health funding is where health money intended to better the lives of individuals, families and communities is stolen through corruption. Any amount of funding, large or small, that does not arrive at the intended beneficiary is stolen money.

SAT exists for communities and those that support communities. It is SAT's policy that every employee, every recipient of SAT funding, all strategic partners and all suppliers of services or goods have an obligation to report any suspected or actual wrong-doing or corruption.

SAT DEFINITIONS OF CORRUPTION

SAT defines corruption as any deliberate action or lack of action that leads to any improper profiting by any organisation or person. Specific acts of corruption include but are not limited to:

- giving and receiving bribes,
- extortion,
- falsification of any transaction document and/or collusion to do so,
- favouritism and nepotism,
- embezzlement and fraud,
- perpetrating conflicts of interest,
- making a profit from insider knowledge,
- disclosing confidential information to outside parties for a gain
- Irregular accepting, requesting, offering or giving anything of material value to or from clients, contractors, suppliers or other persons.
- Providing services/goods in contravention of SAT policies in order to improperly profit any entity or person,
- irregular destruction, removal or abuse of records, deliberately omitting or refusing to report or act upon reports of any such irregular or dishonest conduct.

There is no intention or attempt, in any way to contradict the provisions of the relevant definitions and sanctions offered in the applicable legislation in each country context. SAT will apply the law as it is in each context and will take relevant action against its own employees and those with whom it has agreements. Partners are responsible for taking measures against their own employees and contract partners in compliance with SAT policy and partnership agreements.

SAT definitions cannot in any way be considered to contravene or contradict national legislations. SAT will apply the law in each country and will take action within the law against any proven offenders. SAT offices, partners and suppliers will be required to take measures on proven corruption within their own entity.

NORMAL REPORTING OF SUSPECTED WRONG-DOING

Reporting irregularities is simply doing your job and each and every one is expected to report irregularities. Your managers, your colleagues, SAT Senior Management will support you in making such reports. Any failure to report irregularity or malpractice is deemed collusion with those involved in the irregularity/malpractice.

HOW TO REPORT

Anyone is expected to report corruption or suspected corruption for any time period. It may have happened in the past but if you have evidence you should report it. It may be happening now, or it may be about to happen in the near future; if you know or suspect this you must report it.

Report any concern immediately by contacting your Country Director, the Chief Operating Officer of SAT or the Executive Director. The COO may be reached on chiganze@satregional.org and the ED may be reached on Gunthorp@satregional.org or on jongun@mweb.co.za.

ANONYMOUS WHISTLE BLOWING

A whistle blowing service is an externally run and totally anonymous service to which one can give a tip-off of any perceived irregularity. The external whistle blowing agency then follows up with you, asks for evidence and confirms that this is seemingly genuine and not just a vendetta or part of a personal agenda. The person who makes the tip-off is never revealed to the company and thus your identity is protected.

There are moments in our work environment when we may not be sure that what we have seen is an irregularity, or when someone whom we suspect may be committing something wrong works very closely to us or is our immediate superior, or for whatever reason we feel unable to report through the normal channels. Under these circumstances use whistle blowing services which SAT provides in this leaflet.

SECOND-HAND REPORTING

If you are aware of someone else who has proof of wrong doing or corruption, do everything in your power to persuade them to come forward and report it, whistle blow anonymously, or to give you the evidence that you may bring it forward.

SAT WHISTLE BLOWING SERVICES

SAT has contracted Deloitte & Touche, a private sector South African company to run this service on our behalf.

See overleaf for the relevant contact details for this service.