



EDUCATION
HUMAN AND RELIEF
DEVELOPMENT FOUNDATION

ANTI-BRIBERY, FRAUD AND CORRUPTION POLICY

This policy outlines EHRDF's zero-tolerance approach to bribery, fraud, and corruption. All employees, volunteers, and partners must act with integrity, avoid improper conduct, and report any suspected wrongdoing to ensure transparency, accountability, and trust in all operations.

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Approved by:	Board of Directors
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Contact:	admin@ehrdf.org

		Title			
EHRDF-ABC-PO-01	1.0		1 May 26	01 of 04	Company Secretary
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1. Introduction

Education Hunar Relief Development Foundation (EHRDF) is committed to fostering a culture of integrity, transparency, and accountability from the very beginning of its journey. This Anti-Bribery, Fraud, and Corruption Policy establish our foundational stance against unethical practices and outlines the responsibilities of all EHRDF stakeholders in preventing, identifying, and addressing such behavior.

2. Purpose

This policy aims to:

- Clearly define bribery, fraud, and corruption.
 - Establish a framework for prevention, detection, and response.
 - Provide guidance for reporting and investigating suspected incidents.
 - Ensure full compliance with applicable national and international laws and standards.
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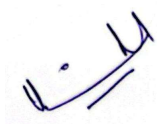
3. Scope

This policy applies to all EHRDF board members, employees, volunteers, contractors, consultants, and any individuals or entities acting on behalf of the organization.

4. Definitions

- **Bribery:** The act of offering, giving, receiving, or soliciting anything of value to improperly influence actions or decisions.
- **Fraud:** Intentional deception for personal or financial gain, including misrepresentation, concealment, or abuse of position.
- **Corruption:** Abuse of entrusted power for private gain, encompassing practices such as bribery and fraud.

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5. Policy Statement

EHRDF enforces a zero-tolerance policy towards all forms of bribery, fraud, and corruption. Such actions are strictly prohibited and will result in immediate disciplinary measures, up to and including termination, and may lead to legal action.

6. Responsibilities

- **Board of Trustees:** Ensure effective governance and implementation of this policy.
- **Management Team:** Instill a culture of ethical conduct, ensure understanding and compliance, and implement control mechanisms.
- **Employees and Volunteers:** Adhere strictly to the policy, report concerns promptly, and cooperate fully during investigations.

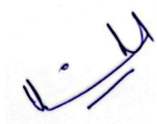
7. Preventive Measures

- **Training & Awareness:** Ongoing capacity-building and education for all staff and volunteers on ethical risks and appropriate conduct.
- **Internal Controls:** Develop and enforce strong financial, procurement, and operational safeguards.
- **Due Diligence:** Conduct rigorous screening of partners, vendors, donors, and collaborators.

8. Reporting and Investigation

- **Reporting:** All stakeholders are encouraged to report any suspected unethical behavior promptly to their supervisor or designated compliance focal person. Confidentiality will be maintained to the greatest extent possible.
- **Investigation:** All reports will be investigated objectively and professionally by a designated and impartial team. Corrective action will follow based on findings.

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9. Protection from Retaliation

EHRDF is committed to protecting whistleblowers. Anyone reporting concerns in good faith will not face retaliation. Any form of intimidation or reprisal will lead to disciplinary consequences.

10. Consequences of Non-Compliance

Violations of this policy will be taken seriously and may lead to disciplinary actions including termination and legal proceedings. EHRDF reserves the right to seek restitution for losses incurred due to fraudulent or corrupt activities.

11. Review and Monitoring

This policy will be reviewed annually by the Board of Trustees to ensure continued relevance and effectiveness. Regular compliance assessments and audits will be conducted as part of our governance structure.

12. Communication

The policy will be disseminated to all relevant stakeholders and made available on EHRDF's official platforms, including staff handbooks, the intranet, and our website.

13. Conclusion

As a new but ethically-driven organization, Education Hunar Relief Development Foundation is dedicated to maintaining the highest standards of integrity in all its initiatives. By upholding this policy, we aim to build long-term trust with our beneficiaries, donors, and partners, and deliver our mission with honor and transparency.

Approved by the Board of Directors May 01, 2025

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