



# African Relief Committee



## African Relief Committee ARC Anti-Fraud Policy

### 1. Introduction

The African Relief Committee (ARC) is committed to maintaining the highest standards of honesty, integrity, and transparency. This policy outlines our zero-tolerance approach to fraud, bribery, and corruption.

### 2. Purpose

The purpose of this policy is to:

- Define what constitutes fraud, bribery, and corruption.
- Establish procedures for preventing, detecting, and responding to fraud.
- Ensure all stakeholders understand their responsibilities in upholding this policy.

### 3. Scope

This policy applies to all ARC employees, volunteers, contractors, partners, and any other stakeholders involved in our operations.

### 4. Definitions

- **Fraud:** Any intentional act or omission designed to deceive others, resulting in the victim suffering a loss and/or the perpetrator achieving a gain.
- **Bribery:** Offering, giving, receiving, or soliciting something of value to influence a decision or action.
- **Corruption:** Abuse of entrusted power for private gain.

### 5. Prevention

- **Training:** Regular training sessions for all staff and volunteers on recognizing and preventing fraud.
- **Internal Controls:** Implementing robust internal controls to safeguard assets and ensure accurate reporting.
- **Whistleblower Protection:** Establishing a secure and confidential mechanism for reporting suspected fraud.

### 6. Detection

- **Audits:** Regular internal and external audits to identify any irregularities.
- **Monitoring:** Continuous monitoring of financial transactions and activities.

### 7. Response

- **Investigation:** Prompt and thorough investigation of all suspected fraud cases.
- **Disciplinary Action:** Appropriate disciplinary action, including termination and legal action, against those found guilty of fraud.
- **Recovery:** Efforts to recover any lost funds or assets.

## 8. Responsibilities

- **Board of Directors:** Overseeing the implementation and effectiveness of this policy.
- **Management:** Ensuring compliance with the policy and addressing any issues promptly.
- **Employees and Volunteers:** Adhering to the policy and reporting any suspicious activities.

## 9. Review

This policy will be reviewed annually to ensure its effectiveness and relevance and last Approval was in 31- December 2025

Approved by : Amira Ahmed Nasereldeen

Board Director

African Relief Committee

