



Republic of Mauritius

**OFFICE OF THE
PUBLIC SERVICE COMMISSION
AND**

DISCIPLINED FORCES SERVICE COMMISSION

**ANTI-CORRUPTION
POLICY**

VISION

The benchmark for integrity, equity and efficiency in a dynamic public service.

MISSION

To ensure that the Republic of Mauritius has a professional and efficient Civil Service geared towards excellence.

OBJECTIVES

- To identify and appoint qualified persons with the drive, skill and attitude for efficient performance.
- To safeguard the impartiality and integrity of appointments and promotions in the Civil Service and to ensure that these are based on merit.
- To take disciplinary action with a view to maintaining ethical standards and to safeguarding public confidence in the Public Service.

CORE VALUES

- Transparency
- Responsible attitude and efficiency
- Ethical Behaviour
- Respect for the Constitution
- Valuing people
- Integrity and Independence
- Fairness and Equity
- Team Spirit and Timeliness
- Innovativeness and Improvement

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1.0 INTRODUCTION

1.1 The Office of the Public Service Commission and Disciplined Forces Service Commission, hereinafter referred to as the Office of the PSC and DFSC, recognises that the risk of corruption may occur in the organisation. The Office of the PSC and DFSC is therefore committed to maintain the highest level of integrity in the conduct of its affairs through the adoption of corruption prevention strategies in the organisation.

1.2 This anti-corruption policy sets out the full commitment of the Office of the PSC and DFSC for the prevention and detection of corruption and for adherence to a culture of integrity.

2.0 STATEMENT OF INTENT

2.1 The Office of the PSC and DFSC will not tolerate corruption and other malpractices in the administration of its responsibilities, whether from inside or outside. It aims at the highest standards of conduct from staff, Commissions' members and those who have dealings with the organisation including stakeholders, applicants and the general public. It is committed to ensuring that the risks of corruption and the potential losses that might result are minimised.

3.0 POLICY STATEMENT

3.1 The Office of the PSC and DFSC is committed to promoting and adhering to the highest standards of probity, transparency and accountability in the operations and management of its affairs. Through this policy the Office of the PSC and DFSC engages itself to fully and unequivocally adopt a zero-tolerance stance towards corruption and other malpractices and shall ensure compliance with the anti-corruption legislation.

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4.0 ANTI-CORRUPTION COMMITMENT

4.1 The Office of the PSC and DFSC has signed the Anti-Corruption commitment developed by the ICAC and has thus committed itself to use all available means and resources at its disposal to combat, at all times, corruption in all its forms including the application of appropriate prevention and detection control measures.

4.2 The Office of the PSC and DFSC will provide the relevant support to the Integrity Officers who are tasked, among others, with the roles and responsibilities as detailed at paragraph 7.8.

4.3 For the purpose of ensuring sound implementation of this policy, the Office of the PSC and DFSC will ensure that:

- Officers are fully conversant with the anti-corruption policy.
- Adequate controls to counteract possible acts of corruption are known and used within the organisation.
- There are clear procedures and systems to handle suspected cases of corruption.
- All its stakeholders are aware of the organization's anti-corruption policy.

4.4 The main objective of this anti-corruption policy is to strengthen and sustain an 'integrity culture' within the Office of the PSC and DFSC. This will be achieved through:

- The setting-up of effective processes characterized by broad participation and transparency.
- Regular evaluation of corruption risks, systems and procedures.
- Clear formulation of goals and expected results as well as proper project monitoring.
- Continual improvement of organisational performance and corporate image.



5.0 SCOPE AND APPLICABILITY

5.1 This policy covers measures and practices of the Office of the PSC and DFSC in preventing and combating corrupt, fraudulent, collusive or coercive practices in its activities and operations. This policy applies to management, officers, as well as, advisors/assessors, consultants, suppliers, contractors, and other stakeholders having a business relationship with the Office of the PSC and DFSC.

6.0 DEFINITIONS

6.1 For the purpose of this policy, corruption is defined as per section 2 of the Prevention of Corruption Act 2002, as amended.

"act of corruption" -

- (a) means an act which constitutes a corruption offence; and
- (b) includes -
 - (i) any conduct whereby, in return for a gratification, a person does or neglects from doing an act in contravention of his public duties;
 - (ii) the offer, promise, soliciting or receipt of a gratification as an inducement or reward to a person to do or not to do any act, with a corrupt intention;
 - (iii) the abuse of a public or private office for private gain;
 - (iv) an agreement between 2 or more persons to act or refrain from acting in violation of a person's duties in the private or public sector for profit or gain;
 - (v) any conduct whereby a person accepts or obtains, or agrees to accept or attempts to obtain, from any person, for himself or for any other person, any gratification for inducing a public official,

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by corrupt or illegal means, or by the exercise of personal influence, to do or abstain from doing an act in the exercise of his duties to show favour or disfavour to any person.

6.2 Sections 4 to 17 of the Prevention of Corruption Act 2002, as amended, deal with penalties and offences. These include bribery by public official, bribery of public official, taking gratification to screen an offender from punishment, public official using his office for gratification, 'traffic d'influence' and conflict of interests.

7.0 RESPONSIBILITIES FOR IMPLEMENTING THE ANTI-CORRUPTION POLICY

7.1 The responsibility to develop and coordinate the implementation of the policy shall rest upon the Anti-Corruption Committee (ACC) established for the purpose. The ACC shall set priorities, provide advice when ethical issues arise and communicate the policy to all levels of management and staff.

The Anti-Corruption Committee

7.2 A Deputy Permanent Secretary shall lead the project and chair all meetings of the ACC, which shall comprise members from both operational and support departments of the Office of the PSC and DFSC.

7.3 The Committee shall be responsible for coordinating and implementing the anti-corruption policy. It shall develop a time-bound programme with clear and precise deliverables and related budget. An officer shall be designated to act as Secretary to the Committee.

7.4 The Committee shall meet on a regular basis, preferably once every month or as decided by the Chairperson of the ACC. The Chairperson shall decide upon the setting up of sub-committees to assist the ACC in the implementation of any initiatives decided by the ACC.



Role of Management

7.5 It is the responsibility of Senior Management/Head of Sections to promote the anti-corruption policy within their respective areas of operation. Senior Management/Head of Sections are expected to (i) actively deter, prevent and detect corruption by maintaining effective control systems and ensuring that their staff are familiar with the policy and (ii) lead by example.

Role of Employees

7.6 Each employee shall read, be familiar with and strictly comply with the policy. The organisation shall ensure that each employee is provided with a copy of this policy or otherwise has on-line access thereto.

Role of Internal Audit

7.7 The Internal Audit has the responsibility to ensure the effectiveness and adequacy of the Internal Control System in place. It should ensure that system is subject to regular audit to provide assurance that it is effective in countering possible risks of corruption.

Role of Integrity Officer

7.8 Integrity Officers have been designated and empowered to drive anti-corruption initiatives and enhance the effectiveness and sustainability of the anti-corruption framework in public bodies. They shall be integral part of the Anti-Corruption Committee (ACC) set up at the level of public bodies and are expected to play a crucial role in reinforcing organisational integrity. The Office of the PSC and DFSC will provide the relevant support to the Integrity Officer who is tasked, amongst others, with the following roles and responsibilities.

- a) Liaise and coordinate with the management on issues related to alleged or suspected employee misconduct.
- c) Organise regular meetings with Head of Sections to discuss or provide advice on integrity and ethics issues.



- d) Disseminate within the organisation, policies and regulations that is in line with the Code of Ethics for employees.
- e) Assist in the formulation of Integrity Awareness Programmes within the organisation.
- f) Assist the Head of Sections in the development of an overall Integrity Plan for the staff.

8.0 RISK ASSESSMENT

8.1 The Office of the PSC and DFSC is conscious that the risk of corruption may occur in any sphere of its activities and may evolve in the light of changing circumstances and working environment. In its endeavour to proactively address risks of corruption, the Office of the PSC and DFSC shall ensure that a proper risk management process is in place.

8.2 Risk assessment should focus on a thorough analysis of the functional activities in close collaboration with officers involved in the process with a view to identifying potential or actual corruption risk areas. Necessary corruption prevention measures, including policies and procedures, should be developed to address the risks identified. The responsibility to plan, coordinate and monitor the risk management process rests with the ACC.

9.0 HANDLING AND REPORTING CORRUPTION

Reporting suspected cases of corruption

9.1 Section 44(1) of the Prevention of Corruption Act 2002, as amended, provides that *where an officer of a public body suspects that an act of corruption has been committed within or in relation to that public body, he shall forthwith make a written report to the ICAC*. The Office of the PSC and DFSC shall put in place measures that shall facilitate the reporting of suspected cases in compliance with the provisions of the Act.

9.2 Section 45 of the PoCA, as amended, provides that *where in the exercise of his*

functions, the chief executive of a public body is of the opinion that an act of corruption may have occurred, he may refer the matter to ICAC for investigation.

9.3 If an officer has reported an act of corruption to the Secretary, PSC & DFSC, and if the Secretary, PSC & DFSC is of the opinion that an act of corruption may have occurred, he/she may refer the matter to ICAC for investigation or he/she may set up a committee to assist him/her in determining whether there is reasonable doubt for suspicion of an act of corruption prior to referral of the case to ICAC for investigation.

Confidentiality

9.4 Information pertaining to complaints shall not be disclosed to any unauthorised party.

10.0 PROTECTION OF WHISTLE-BLOWERS

10.1 For the purpose of this policy, a "whistle-blower" is defined as a person who provides information to someone in authority or to the institution concerned about alleged dishonest or illegal practices (misconduct) or any act of corruption or malpractice occurring in an organisation.

10.2 There will be no reprisal by management against "the public official" who in good faith reports an act of corruption or malpractice or suspected illegal and dishonest activity or any activity that he/she has witnessed. However, disciplinary actions may be taken against any person who knowingly makes false allegations.

11.0 DISCIPLINARY MEASURES

11.1 The Office of the PSC & DFSC is committed to ensuring that this policy is duly implemented.

11.2 Disciplinary measures in accordance with established procedures will be taken against any staff who is found guilty of a breach of the provisions contained in this policy.



12.0 TRAINING AND COMMUNICATION

12.1 The Office of the PSC & DFSC recognises that the success and credibility of this policy depends on the effective implementation of a continuous training, communication, sensitisation and awareness system for officers throughout the organisation. Management shall ensure that the anti-corruption policy is clearly disseminated to all staff and that its contents are understood.

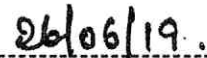
13.0 REVIEW OF POLICY

13.1 This policy will be reviewed annually or earlier, if necessary, or in the event of any changes in the laws and regulations that are of relevance.

14.0 APPROVAL



Dr S. P. BOODHUN
Secretary
Public Service Commission
and
Disciplined Forces Service Commission



Date