**[Sample] Statement of support to personnel**

Date: ………………

To: All personnel

**Anti-Corruption Policy and Programme**

It is [Organisation]’s policy that we will not tolerate any corruption by, on behalf of or against [Organisation]. It is vital that we take all reasonable steps to ensure that we work to the highest ethical standards, and only with other organisations which share these standards.

We have taken the decision to embed our ethical practices even more firmly by implementing a detailed anti-corruption programme. In order to do so we have undertaken the following steps:

1. [Organisation] has formally adopted an anti-corruption policy, which is a commitment by [Organisation] that it:

1. prohibits corruption **by or on behalf of [Organisation]**; and
2. will implement measures to:
3. prevent corruption by, on behalf of, or against [Organisation]; and
4. detect, report and deal with any corruption which does occur.

2. [Organisation] has implemented an anti-corruption programme in order to give effect to the anti-corruption policy.

3. [Organisation] has appointed [Name] to act as [Organisation]’s compliance manager to oversee implementation by [Organisation] of the anti-corruption programme.

[Name] will be contacting you separately in relation to the implementation of the programme.

[Organisation]’s managers are responsible for overseeing day-to-day compliance by personnel within their department, function or project with the anti-corruption policy and programme.

The [board] emphasises its commitment to, and the importance of, the policy and programme, and requires you all to comply fully with the policy and programme requirements.

Signed:

……………………………..

[Chief Executive] [or equivalent]