



## **Quaker Service Sweden's Anti-corruption Policy**

### **How do we define corruption?**

Corruption is generally defined as the abuse of entrusted power for private gain. Quaker Service Sweden (QSS) follows the Swedish International Development Cooperation Agency's (Sida) definition of the concept, which is: "an abuse of trust, power or position for improper gain. Corruption includes the offering and receiving of bribes – including the bribery of foreign officials – extortion, conflicts of interest and nepotism."

### **QSS's approach to corruption**

QSS's approach to corruption is similar to that of Sida, which is: "Always prevent; Never accept; Always inform, and Always act." QSS does not accept any form of corruption, neither within the organisation itself nor from our partner organisations. If corruption is discovered within QSS, either directly by QSS representatives or indirectly by our cooperative partners, employees or those servicing the organisation in some way, QSS will take the appropriate, legal and disciplinary action against those who take part in, are involved in, or assist in different forms of corruption.

QSS's approach is that a responsible trusteeship is vital. According to our beliefs, human beings are created to do what is good and right. Corruption seriously undermines the trust that needs to exist between people so that we can together work for a good, right and fair society. Corruption affects the vulnerable and the poor. This is why anti-corruption work is an important part of the struggle to eradicate poverty and injustice in the world.

From Sweden Yearly Meeting's Quaker Faith and Practice:

*§4.27: Engagement in developing countries does not start with economic knowledge, interest in peace and environmental issues does not start with sociological, political or economic principles. Life's wholehearted ventures start with something else – with people's longing to love, to cry with those who cry, to laugh with those who laugh, to hug those who fear, to take care of God's good seeds in every person's heart and help them to grow until the light of love shines through us all and changes our world. (Jonathan Lutz, 1985)*

### **Reporting of incidents**

QSS representatives are duty bound to report every case of and suspicion of corruption within the organisation to the Clerk (see the contact details below) as soon as it has been detected or is suspected. See also QSS's Whistleblower Policy and Complaints Policy.

### **Risk of corruption within QSS**

QSS always aims at openness and transparency in its work. Being open about our policies, strategies, plans, decisions, reports and economic issues is vital in order to avoid corruption. It also strengthens our ability to control and build trust amongst board members, members, the various actors in the chain and the people the work is meant to serve. Based on our Quaker testimony to truth and integrity, the risk of corruption within our organisation is regarded as small. Even so, we participate in the Swedish Mission Council's courses on anti-corruption as and when necessary. Despite this, we need to take heed of the following risks:



## **Quaker Service Sweden**

**The Swedish Friends Service Organisation**

- The risk of corruption – in the sense that donors' money is used for purposes other than those intended, which could, for example, occur during the transfer of monies to our collaborative partners.
- The risk of improprieties occurring when, for example, board members or collaborative partners are unable to provide receipts for their expenses.
- The risk of bribery occurring if we are exposed to bribes when travelling abroad.

### **How does QSS guard against corruption?**

- *By being transparent in our work*
- *By having clear policies and guidelines*
- *By having a good auditing process for examining the projects we support*
- *By identifying eventual deficiencies in our internal controls regarding receipts and projects*
- *By having a clear fundraising strategy*
- *By having clear guidelines for the assessment of project applications*
- *By always following up reports and accounts*
- *By ensuring that the activities correspond with the financial reporting*
- *By having clear certification guidelines*

### **Cooperation with others**

With regard to the individuals or organisations that QSS has a close cooperation with, or that receive financial support from QSS, those in the organisation who are responsible for negotiations with these individuals and organisations must:

- Make QSS's approach to corruption very clear, as detailed in this policy.
- Ensure that the relevant aspects of this policy are highlighted in any eventual contract with individuals and organisations.

**Contact details:** The QSS Clerk, email address: kvakarhjalpen@kvakare.se