

**Beyond Beijing Committee
Kathmandu, Nepal**

Anti-Corruption Policy-2013

1. INTRODUCTION

Beyond Beijing Committee (BBC) established in 1998 is a National Network of women's organization throughout the country. BBC is one of the majors Nepali organizations which has applied Beijing Platform for Action (BPFA) & Convention on the Elimination of all Forms of Discrimination against Women (CEDAW) as tools to empower women in Nepal and ensures their enjoyment of holistic rights. It has also continued to carry the torch from the Fourth World Conference on Women. The goal of the BBC is to "create an environment conducive to respect, protect & fulfil women's human rights & and ensure gender justice".¹

BBC functions through setting the ethical operational directions. It expects to ensure transparent & accountable working culture to promote good governance within the organization to ensure BBC's founding 'Vision, Mission, Goal, Objectives and also the Values as per the BBC constitution. The team affirms to work together productively as per the organization's rules, regulations and also direction from the BBC's Annual General Assembly.

In this backdrop, this BBC-Anti-corruption Policy (BBC-ACP) has been adopted through mutually agreed to work collectively to complement BBC's mission at large. The team member's responsibilities lie to promote ethical internal good governance. Also, BBC team members are responsible to work together to develop strategies, program development and smooth implementation of its activities.


This Anti-corruption Policy (ACP) of the BBC applies to its general assembly & executive committee members, employees, and volunteers. The purpose of the ACP is to maintain integrity in all kinds of personal and organizational transactions internally and in relation to donors. Any violation of this policy will be treated as described in this Anti-corruption Policy.

BBC's Financial & Administrative Regulation, amended in 2061 on the section in "Conduct, Penalty, and Service Benefit's" clearly has provisions on prevention and addressal of corruption². BBC will execute this legal obligation to promote transparency and accountability within the organization. To ensure this statutory obligation, BBC will follow the national legislation and international best practices. This will help BBC to maintain high level of ethical standards and responsible organization to develop mutual trust among stakeholders at large. BBC is vigilant to ensure administering its funding and does not allow for inappropriate personal benefits.

Therefore, BBC is dedicated to respect rule of law, transparency and accountability in its work to maintain integrity as a whole. This policy will steer our governance practices and will also guide the future amendment in its statute, bylaws, guidelines, strategies and other valuable policy documents.

¹ Refers to Brochure of the BBC.

² BBC's Financial and Administrative Rules, 2068.

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2. **DEFINITION**

The Nepalese anti-graft body defines corruption as "offence punishable under the current laws relating to the elimination of corruption & abuse of authority means an improper action as mentioned in clauses"³. With this national legal provision against corruption, BBC describes corruption as the "misuse of public authority for personal benefits". Thus, BBC ensures accountability towards its target population, network members and donors to achieve results through ensuring high level of integrity in its all activities.

3. **PRINCIPLES**

3.1 **Conflict of Interest –**

BBC will avoid any kind of possible conflict of interest (CoI) in real or potential between personal interest, interest of organization and the interest of our partners. Avoiding CoI is the crux in fighting corruption in public organization like ours. The executive committee and staff of BBC work for the rights of the women for which BBC advocates and to protect the interest of the organization whenever entering into any kind of contractual agreements and financial transactions.

3.2 **Abuse of Power & Extortion –**

We will not seek to influence any person or institution for private purpose by using BBC's official position or offering them personal advantages. Similarly, we will not use BBC's property, facilities, services and financial resources for private purposes. We will not use any forms of extortion as a method to gain advantages. BBC is committed to provide an organizational culture of honesty, fairness and concern for others.

3.3 **Fraud and Embezzlement –**

Fraud and embezzlement are illegal and must not be used as methods to gain personal or professional advantages or property in relation to BBC with network members or any other stakeholders.

BBC understands fraud is defined as an economic crime involving dishonesty, scam or false pretences, by which some one gain advantages or funds unlawfully. Embezzlement is defined as the misappropriation of property or funds legally entrusted to someone in their formal position as an agent or guardian. For an example, fraud and embezzlement are false documentation, lying about qualifications and abusing power/knowledge to steal cash and equipments from the office or misusing funds entrusted to BBC as whole. BBC and its donors' rules for accounting/financial guidelines shall therefore, are applied to at all times.

3.4 **Nepotism and Favouritism –**

We will not favour friends, family or other personal relations in recruitment, procurement, aid delivery or other situations.

We are fully aware of nepotism as favouritism towards relatives and friends. To avoid favouritism and nepotism in procurement we follow Nepal Government's procurement

³ The Commission for the Investigation of Abuse of Authority Act 2002, Chapter I



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Act/regulations. In recruitment at BBC, transparent procedures are followed in order to identify the best candidate.

3.5 Bribery –

Bribery is defined as the act of offering someone money, services or other valuable, in order to persuade her or him to do something in return.

We all know that bribery has been illegal in all countries and harms the opportunities for fair and transparent relations of cooperation and the foundation for a democratic society. BBC under no circumstances accepts or provides bribery in order to promote the implementation of activities. We base our cooperation on mutual ownership, accountability, participation, equality, harmonization, transparency and alignment.

3.6 Gifts –

We will not give or receive, directly or indirectly, any gift or other favour that may influence the exercise of our function, performance of duty or other ways of possibility harming BBC

Gift are defined as but not limited to: Services, travel, entertainment, material things or favours. In order to respect local traditions and conventional hospitality minor gifts could be given and accepted.

4. COMPLAINT HANDLING MECHANISM

4.1 BBC will take a stand on those cases of conflict of interest which may be difficult for an individual to decide. If an Executive/Management Committee, organization's head and staff discover a case of corruption; this must be reported through the reporting system as described below. It is also possible to make contact if there is any suspicion, rumour or doubt as regards a case of corruption. A reporting form should in that case be completed and sent to Email: bbccomplaint95@ymail.com as soon as anybody noticed. A provision of Compliant/Suggestion Box will be externally located in the office building for filing complains which will be opened regularly during EC meeting or at least once in a month.

4.2 BBC will set-up an Anti-corruption Committee (AnCoCo) which receives complaints. The committee consists of 3 members appointed by the Executive Committee of the BBC (1 member from EC, 1 from Senior Staffs and 1 external) who are not involved in the complaint. The task of the committee will in the first instance be to ensure that persons involved in the complaint are not involved in dealing with the complaint are not disqualified. Furthermore, the Committee will take a decision whether the case should be dealt with further. The conflict will be settled if possible by this Committee if not will be handled by GA based on the Constitution of the organization, beyond this will be referred to the District Administrative Office (DAO) as per the law of the land.

4.3 The reported complaints will be treated confidentially and with respect for the person making the report and the person(s) or organizations, about whom there is suspicion. Generally, anonymous reports are not accepted. All cases of corruption must be reported to the AnCoCo, including cases which have been investigated locally.

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- 4.6 Cases of corruption can end in dismissal and notification to the police, or other types of sanctions, if it becomes clear that the law has been violated. Donor will be advised, in case an investigation is commenced.
- 4.7 Upon approval by the EC, orientation will be given to staff members, and EC members in the General Assembly. The policy will be translated in Nepali language and share to partners and network members. Approved copy will be up loaded in the BBC website for information.

5. PUBLICATION

BBC wishes to have an open policy regarding our practice for finances and accounting. Cases of corruption or cases where an investigation has taken place due to a suspicion of corruption will be published on the homepage of the organization.

As disclaimer on BBC's homepage to mention that the BBC's "Anti-corruption Policy" will be made available on our website www.beyondgeijing.org as soon as it will come into effect ie. September, 2013.

Approved on 24.09.2013 by the Executive Committee.

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⁴ My documents/Ruby/BBC Policy/Anti corruption policy of BBC final Sept 2013

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