**CORRUPTION REPORT FORM**

This Corruption Report Form (CRF) must be sent to the Ethics Committee, which will initiate an investigation in the event that the reported facts credibly relate to the potential commission of a corruption act relating to CAP International or its members, partners or contractors. The Ethics Committee guarantees the confidentiality of the report and the identity of the complainant, in accordance with the provisions of CAP International's Anti-Corruption Policy.

**REPORT**

Date of CRF transmission to the Ethics Committee :

Date of CRF reception by the Ethics Committee :

*(To be filled by the Ethics Committee)*

CRF n°…………………………………………. *(To be filled by the Ethics Committee)*

**COMPLAINANT**

NAME…………………………………………………………... FIRST NAME …………………………………………………………………………

ADRESS ………………………………………………………………………………………………………………………………………………………...

EMAIL ADRESS ……………………………………………………………………………………………………………………………………………...

PHONE NUMBER …………………………………………………………………………………………………………………………………………..

Are you part of CAP International ? Yes No

Paid Staff Pro Bono Staff

POSITION ……………………………………………………………………………………………………………………………..

If no, do you belong to one of the categories listed below?

Part of a member organisation Donor Partner Contractor Other

Please describe your relation to CAP International : ………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

**ALLEGED ACT OF CORRUPTION REPORTED**

Corruption is « ***the abuse of entrusted power for private gain.*** *Corruption can be classified as grand, petty and political, depending on the amounts of money lost and the sector where it occurs.*

This definition is not limited to interactions with public officials and covers both attempted and actual corruption, as well as monetary and non-monetary corruption. Examples of the forms corruption takes include, but are not limited to: facilitation payments, bribery, gifts constituting an undue influence, kickbacks, favouritism, cronyism, nepotism, extortion, embezzlement, misuse of confidential information, theft, and various forms of fraud, such as forgery or falsification of documents, and financial or procurement fraud.

**I acknowledge that I have read and accept the above definition of corruption.**

**YES NO**

DATE / PERIOD OF OCCURRENCE ………………………………………………………………………………………………………………….

DESCRIPTION OF THE OBSERVED FACTS ………………………………………………………………………………………………………

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**I hereby commit myself to the veracity of the facts reported and ask the audit committee to carry out an investigation.**

DATE ……………….…………………………………

SIGNATURE :