



## Anti-Corruption Policy

### 1. Purpose of Policy

IAWA endeavours at all times to comply with all laws, regulations and guidelines as an essential part of acting with integrity. Participating in corrupt activities, such as being involved in the payment or receipt of a bribe, jeopardises our reputation and continued growth. It also places you and IAWA at risk for criminal and civil penalties, including large fines and even imprisonment.

We prohibit directly or indirectly offering paying or accepting bribes of any kind, for any purpose, in any location in the world.

This Anti-Corruption Policy is intended to help all those who engage with IAWA to recognise, detect and avoid potential violations of anti-corruption laws, including those within and outside of Ireland. Failing to comply with the standards established in this policy will be subject to disciplinary action in accordance with the Disciplinary Procedure and/or termination of engagements as appropriate.

### 2. Scope of Policy

Corruption Law is currently governed by the Prevention of Corruption Acts 1889 – 2010 which broadly states that where an organisation is found guilty of making corrupt payments its senior officers may be held personally liable. As such this policy applies to all Board, Committees, Volunteers, Contractors and Suppliers any other individual or entity acting on behalf of IAWA at any time.

### 3. Policy

#### 3.1 Government Officials and Corporate Associates

Anti-corruption laws apply to officials at all levels of government both national and foreign, and to Commercial Associates. Bribing any Government Official or Corporate Associate, regardless of rank or position, may violate anti-corruption laws and this policy.

The term “Government Official” in the context of this policy means any individual in the following categories:

- Members of Dáil Éireann, Seanad Éireann, local authority representatives (County Councils), employees of the Irish Civil Service and semi-state bodies and the judiciary;
- Any member of government of any country or territory;
- A person elected or appointed to a legislative, administrative or judicial position of any country or territory;
- An employee of the government of any country or territory, or any department or agency of such government;
- A political candidate or a political party or party official;



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- An officer or employee of a public international organisation such as the IOC, World Wrestling, WADA, United Nations or the World Trade Organisation, or any department or agency of such organisation; or
- A person acting in a public function – for example, an employee of a state-owned entity or a state sponsored body could be considered an official under this category. These are operations owned or controlled, for the most part, by the government. This would include the Sport Ireland.

The term “Corporate Associate” in the context of this policy means;

- an employee or representative of a commercial business enterprise we interact with or of our International or domestic governing bodies. If an individual with whom you interact on IAWA’s behalf is not an “official” as defined above, that individual may be a Commercial Associate. Examples of common commercial associates include our sponsors, our auditors, our International, Sport Ireland and European Federation and other service providers.

## **3.2 Prohibited Payments**

Corruption is the misuse of entrusted power for private gain. A bribe, whether offered, or received, is a corrupt payment. A bribe does not always involve money; a bribe includes anything of value to influence a person to act dishonestly in the performance of their duty.

No one may offer, promise, grant or authorise the exchange of money or anything of value to anyone in connection with business dealings in order to obtain an improper advantage. The term “anything of value” may include, but is not limited to:

- Gifts or entertainment;
- Payment or reimbursement of travel expenses;
- Improper charitable donations or social contributions; or
- Offers of employment for a government official.

The term “obtaining or retaining an improper advantage” includes, but is not limited to:

- Awarding or renewing contracts
- Approving licensing
- Securing public funding or grants
- Securing better product or service pricing

## **3.3 Facilitation Payments**

A facilitation payment is a small payment to an official, as a personal benefit to them, for the purpose of speeding up a compulsory action rather than influencing a particular decision or transaction. Facilitation payments are prohibited under this policy.



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## **3.4 Permissible Payments/Gifts**

Not all payments involving officials or associates are considered bribes. IAWA recognises and accepts that it is custom and practice for organisations to exchange gifts when partaking in events both inside and outside the territory of Ireland. These gifts do not constitute bribes as it is the accepted practice and procedure within sport and no benefit is expected or received from the exchange of such gifts between organisations.

However, all such gifts must be notified to the Secretary. Any receipt of gifts/payments is covered under our Gift Policy

## **3.5 Payment Approval Procedures**

*Payments to Government Officials and Corporate Associates*

The Board may recommend permissible payments. Such recommendations must:

- Be reviewed for compliance with all applicable policies;
- Be approved

## **3.6 Political Contributions**

In general, it is not the policy of IAWA to make political contributions. In any exceptional circumstances, contributions to political parties or party officials could only be made after prior approval of the Board.

## **3.7 Charitable Donations**

Donations to charitable organisations, including but not limited to sponsorship of charitable events, the provision of equipment or tickets, must be pre-approved. IAWA does not expect favourable treatment as a result of a donation. Such donations are permitted if all of the following requirements are met:

- The recipient is a legitimate and registered Charity;
- The Charity's operation is transparent to the extent allowable under Irish law
- The Charity does not provide a personal, financial, or political benefit to a Government Official or Corporate Associate as defined above.

## **3.8 Third Party Due Diligence**

IAWA is dedicated to the continued growth, fostering and development of Sport through ethical and legal behaviour. IAWA's expectation is that such ethical behaviour extends to the activities of its third parties. Third-parties may include, but are not limited to service providers, sponsors and commercial partners. This is particularly important in countries where corrupt payments may be prevalent.



## 3.9 Red Flag Review

There are certain circumstances, or “red flags”, that indicate a third party could be engaging in activities that may expose IAWA to potential anti-corruption liability.

These red flags most commonly appear during contract negotiations or when invoices are submitted. Red flags can occur when the third party:

- Conducts business in a country that has a history of corruption;
- Refuses to confirm that it will abide by the provisions of anti-corruption laws;
- Is unwilling to provide documentation requested as part of the due diligence process;
- Has family or business ties with officials;
- Was recommended by an official;
- Appears to lack the resources or personnel required to perform the services offered;
- Makes unusual requests, such as requests to backdate or alter invoices;
- Asks for fees or commissions that are substantially higher than the typical rates in that country;
- Requires that payment be made by unconventional means, such as through offshore bank accounts or in a country other than where the third party resides;
- Requests that payments be made in cash or some other anonymous form;
- Expects reimbursement for travel and entertainment expenses, gifts for government officials or other questionable expenses which have not been approved; or
- Provides incomplete or inaccurate information or misrepresents its experience.

The presence of a red flag does not necessarily mean that the third party is, in fact, engaging in conduct that may violate anti-corruption laws. The presence of a red flag means that further scrutiny of the transaction is required.

## 3.10 Record Keeping

All business expenses should be properly documented. No transactions may be recorded in a manner designed to disguise the true nature of a transaction. All dealings with third parties must be documented to show the necessary approvals, such as gifts, entertainment and travel expenditures. Everyone must follow all financial reporting and documentation standards and procedures. These include:

- Obtaining required authorisation;
- Accurately recording, and not falsifying, all expenditures in IAWA’s accounts;
- Prohibiting the establishment of any undisclosed or unrecorded accounts for any purpose; and
- Avoiding the use of personal funds to accomplish what is otherwise prohibited.



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## **3.11 Contract Requirements**

Provision as regarding compliance with anti-corruption laws should be incorporated, where appropriate, into all contracts with third parties. Such clauses should provide:

- A statement that the third party understands and complies with the terms of applicable anti-corruption laws; and
- A clause allowing termination of the contract in the event that the third party may have engaged in activity that violates anti-corruption provisions are included.

## **3.12 Reporting Violations**

If you suspect a violation of this policy, you should report it immediately. IAWA will not allow any retaliation for raising an honest concern or reporting a suspected violation in good faith.