

Anti-Corruption and Transparency Working Group (APEC)

APEC members instituted the Anti-Corruption and Transparency Expert Task Force's (ACT) in 2005 tasked with the implementation of international corruption instruments in the region. In 2007, the ACT developed a Code of Conduct for Business; [Conduct Principles for Public Officials](#) ; and [Complementary Anti-Corruption Principles for the Public and Private Sectors](#). APEC Leaders endorsed these codes, as well as the [2007 Statement on Actions for Fighting Corruption through Improved International Legal Cooperation](#). These codes are being implemented through the provision of capacity building seminars to government and law enforcement officials, civil society representatives, chambers of commerce and small and medium sized enterprises (SMEs).

Avoid Corruption – A Guide for Companies

The guide has been developed by the BIAC member Confederation of Danish Industries (DI) and updated in 2007. It provides definitions and information about the occurrence of corruption as well as information about the legal environment for fighting corruption in Denmark and internationally. The DI guide also provides thoughts and concrete suggestions concerning the development of corporate strategies, anti-bribery codes of conduct and the implementation of anti-bribery policies in companies.

Business Anti-Corruption Portal

With the aim of supporting in particular the SME's in avoiding and fighting corruption, this portal offers information about corruption in a number of developing countries. So far, country profiles exist for 70 countries. These profiles comprise detailed information about corruption categorized according to sectors and levels as well as facts about public and private anti-corruption initiatives and ratification status on international conventions. The Business Anti-Corruption Portal also offers due diligence tools for identifying and avoiding corruption risks in typical business situations, integrity system on how to integrate anti-corruption policies and practices in the existing company procedures, a contact network which serves as entry point to public and private organisations in the countries, information on relevant legislation and initiatives, links to business relevant national and international organizations and training modules.

Business Fighting Corruption – a resource center for business

The World Bank Institute (WBI) anti-corruption website was developed as an anti-corruption resource for business. It explores and details the constructive role that business can play in fighting corruption and how this can be done jointly with other companies and stakeholders. Summaries of many of these past and present collective action situations and types are provided within this website and provide insights into the workings of partnerships against corruptions and the issues that have to be

considered from the very beginning; additional descriptions and tools will be added in the future.

Business without Corruption – An Action Guide

This guide has been developed by the Russian think tank IDEM Fund and the business organisation OPORA with support from USAID and the Center for International Private Enterprise (CIPE). The objective is to give small business owners in Russia tools to resist corruption and strategies to survive and grow in an aggressive environment. The assessment of the corruption situation in Russia is followed by a set of recommendations focusing on how to deal with bureaucrats and how to use civil society institutions to protect businessmen.

Clean Business Is Good Business

This publication has been jointly developed by the International Chamber of Commerce, Transparency International, UN Global Compact, and the World Economic Forum Partnering Against Corruption Initiative. The document offers on three pages a brief summary of arguments against corruption, information on international law, an overview of sectors and countries most prone to the issue, and the business rationale for addressing corruption.

Common Industry Standards for European Aerospace and Defence

Developed by the members of the Aerospace and Defence Industries Associations of Europe (ASD), the Common Industry Standards cover issues which include compliance with laws and regulations; gifts and hospitality; political donations and contributions; and dealing with agents, consultants and intermediaries. The standards involve commitments to avoid all forms of direct and indirect corruption; encourage agents, consultants and business partners to comply with integrity standards; put in place integrity programs with a view to implementing the standards; and to apply sanctions for evidenced cases of non-compliance.

Démarche export – Prévenir les risques de corruption

The French BIA member association MEDEF developed this information brochure with a particular focus on internationally active French SMEs. MEDEF explains different forms of corruption and informs about the implications that the OECD Convention and the French anti-corruption have for companies.

Extractive Industries Transparency Initiatives (EITI)

EITI is a voluntary initiative that seeks to create transparency and accountability in countries dependent on revenues from oil, gas and mining. It is supported by a coalition of companies, governments, investors and civil society organizations from about 20 countries. There is a need for a mutually agreed set of EITI criteria required to be complied with by all countries wishing to implement the EITI. The [Multi-Donor Trust Fund \(MDTF\)](#) administered by the World Bank is currently disbursed to

implementing countries to help meet the EITI criteria. In addition, extractive industries transparency is now being mainstreamed into World Bank country programs. The EITI Secretariat has developed an [EITI Source Book](#) that provides guidance for countries and companies wishing to implement the Initiative.

Global Compact (10th Principle)

The Global Compact is a voluntary international initiative that seeks to promote responsible corporate citizenship to ensure that business can be part of the solution to the challenges of globalisation. The tenth principle ("*Businesses should work against corruption in all its forms, including extortion and bribery*") commits UN Global Compact participants to not only avoid bribery, extortion and other forms of corruption, but also to develop policies and concrete programs to address corruption.

International Association of Oil and Gas Producers' Guidelines on Reputational Due Diligence

The guidelines are designed as a resource for member companies of the Association, intending to establish and/or maintain effective anti-corruption practices. These include evaluation of the potential risks of doing business with associates and implementation of measures to reduce those risks.

ICC Rules of Conduct

The International Chamber of Commerce's Rules of Conduct are intended as a method of voluntary self-regulation by business against the background of applicable national laws. The rules, which were revised in 2005, aim at assisting enterprises to comply with their legal obligations and with the numerous anti-corruption initiatives at international level. Further guidance regarding the implementation of these rules is provided by the ICC's handbook "[Fighting Corruption: A Corporate Practices Manual](#)".

ICC Guidelines on Whistleblowing

The International Chamber of Commerce's Guidelines aim at helping companies to establish and implement internal whistleblowing programs, by setting forth practical indications, that can serve as a useful point of reference, while meeting, as much as possible, the objections formulated in certain countries about some aspects of a whistleblowing system.

ICC Resisting Extortion and Solicitation in international Transactions (RESIST)

RESIST is based on real-life scenarios, and it is designed as a training tool to provide practical guidance for company employees on how to prevent and/or respond to an inappropriate demand by a client, business partner or public authority in the most efficient and ethical way.

Pacific Basin Economic Council Charter

The Pacific Basin Economic Council, an association of senior business leaders representing more than 1,200 businesses in 20 economies grouped around the Pacific Ocean, advocates transparent and honest transactions between business and government. The PBEC's Charter on Standards for Transactions Between Business and Government, a set of voluntary standards for its members released in 1997, tracks closely amongst others, the OECD Convention on Combating Bribery of Foreign Public Officials.

United States Defence Industry Initiative (DII) on Business Ethics and Conduct

A number of U.S. defense industry companies have signed the [DII Principles of Business Ethics and Conduct](#) acknowledging and expressing their federal-procurement-related corporate responsibilities to the Department of Defense, as well as to the public, the Government, and to each other.

Wolfsberg Anti-Money Laundering Principles

The Wolfsberg Group is an association of twelve global banks, which aims to develop financial services industry standards, and related products, for Know Your Customer, Anti-Money Laundering and Counter Terrorist Financing policies. In 2000, the group published its [Anti-money Laundering Principles for Private Banking](#) (revised in 2002) and in 2002, it also released the Wolfsberg [Anti-Money Laundering Principles for Correspondent Banking](#). These guidelines lay down what acts may call on for due diligence and special attention and also provides monitoring mechanisms. In 2006, the Group published the paper, "[Guidance on a Risk Based Approach for Managing Money Laundering Risks](#)" to assist institutions in managing money laundering risks and to prevent the use of their institutions for criminal purposes. In 2007, the Group issued its [Statement against Corruption](#) describing the role of the Wolfsberg Group and financial institutions more generally in support of international efforts to combat corruption.

World Economic Forum Initiatives (PACI)

The World Economic Forum Partnering against Corruption Initiative (PACI) was launched in January 2004. It aims at developing multi-industry principles and practices that will result in a competitive level playing field, based on integrity, fairness and ethical conduct. The PACI principles "[Partnering against Corruption – Principles for Countering Bribery](#)" were developed by a multinational Task Force of companies working with the World Economic Forum, Transparency International, and the Basel Institute on Governance. The aim of these principles is to provide a framework for good business practices and risk management strategies for countering Bribery.

Transparency International Tools and Initiatives

Transparency International is a civil society organisation with about 90 national local chapters whose objective is to lead the fight against corruption. It provides a number

of initiatives and publications that companies may find helpful. These include the Business Principles for Countering Bribery (BPCB), introduced in December 2002, that provide a model for companies seeking to adopt a comprehensive anti-bribery programme which companies may consider using as a starting point for developing their own anti-bribery programmes or as a benchmark for existing ones. TI offers also a comprehensive Guidance Document which provides additional background and practical information for those wishing to implement the principles. The [TI Six Step Implementation Process](#) is a “how-to” guide for companies that are early on in the process of devising and implementing an anti-bribery programme. The [Global Integrity Pact \(IP\)](#) developed by TI is a tool aimed at preventing corruption in public contracting. It consists of a process that includes an agreement between a government or a government department and all bidders for a public contract.

[TRACE International](#)

TRACE is a non-profit membership association that specializes in anti-bribery due diligence reviews and compliance training for international commercial intermediaries (sales agents and representatives, consultants, distributors, and suppliers). TRACE has a model Code of Conduct, which specifically addresses local and foreign laws, bribery and facilitating payments, kickbacks, extortion, conflicts of interest, political and philanthropic contributions, gifts, hospitality and entertainment, accounting and reporting requirements, and communication of and training for the code.

[OECD Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict-Affected and High-Risk Areas](#)

The OECD Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict-Affected and High-Risk Areas provides management recommendations for global responsible supply chains of minerals to help companies to respect human rights and avoid contributing to conflict through their mineral or metal purchasing decisions and practices. The Due Diligence Guidance is for use by any company potentially sourcing minerals or metals from conflict-affected and high-risk areas.

[Good Practice Guidance on Internal Controls, Ethics, and Compliance](#)

This Good Practice Guidance acknowledges the relevant findings and recommendations of the Working Group on Bribery in International Business Transactions in its programme of systematic follow-up to monitor and promote the full implementation of the OECD Convention on Combating Bribery of Foreign Public Officials in International Business Transactions (hereinafter “OECD Anti-Bribery Convention”); contributions from the private sector and civil society through the Working Group on Bribery’s consultations on its review of the OECD anti-bribery instruments; and previous work on preventing and detecting bribery in business by the OECD as well as international private sector and civil society bodies.

[OECD Risk Awareness Tool for Multinational Enterprises in Weak Governance Zones](#)

The [OECD Risk Awareness Tool for Multinational Enterprises in Weak Governance Zones](#) was adopted by the OECD Council on 8 June 2006. It aims to help companies that invest in countries where governments are unwilling or unable to assume their responsibilities. It poses a range of questions addressing risks and ethical dilemmas that companies are likely to face in weak governance zones.

[A Compliance & Ethics Programme on a Dollar a Day](#)

The Society of Corporate Compliance and Ethics (SCCE) has made available the guide “A Compliance & Ethics Program on a Dollar a Day: How Small Companies Can Have Effective Programs”, written by Joseph E. Murphy, (CCEP), which is designed to help small businesses create effective compliance programmes. The 30-page document details where to start and the steps to take to help develop a diligent compliance and ethics programme.

[G20/B20 Anti-Corruption Toolkit for SMEs](#)