

DOCUMENT TYPE	P	
ADMINISTRATIVE	5	
GOVERNANCE	1	
AUDIT	1	
NUMBER	002	

## FRAUD AND CORRUPTION MANAGEMENT POLICY

<b>Purpose/ objectives</b>	The purpose of the policy is to provide a visible commitment to the management of fraud and corruption risks within or involving the University, or members of the University community.
<b>Scope/ Application</b>	<ul style="list-style-type: none"> <li>• All campuses</li> <li>• All staff</li> </ul>
<b>Policy Statement</b>	<p>La Trobe University is committed to ensuring it operates within a sound ethical culture and seeks to proactively manage fraud and corruption risks.</p> <p>University staff, students and the wider community are encouraged to report fraud and corrupt behaviour.</p>
<b>Supporting Procedures</b>	Fraud And Corruption Management Procedure
<b>Responsibility for implementation</b>	<p>Director Risk Management</p> <p>Internal Audit Manager</p>
<b>Responsibility for monitoring implementation and compliance</b>	<p>Director Risk Management</p> <p>Corporate Governance and Audit Committee</p>
<b>Status</b>	Revised Format. Prior approval Corporate Governance and Audit Committee 5 December 2006
<b>Key stakeholders</b>	Corporate Governance and Audit Committee
<b>Approval Body</b>	Corporate Governance and Audit Committee, 27 November 2008 item 5.1
<b>Initiating Body or person(s)</b>	Corporate Governance and Audit Committee
<b>Definitions</b>	<b>corruption:</b> dishonest activity in which a director, executive, manager, employee or contractor of an entity acts contrary to the interests of the entity and abuses his/her position of trust in order to achieve some personal gain or advantage for him or herself or for another person or entity

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Policy Database Document Reference Number <b>511002P</b>		

	<p><b>fraud:</b> dishonest activity causing actual or potential financial loss to any person or entity including theft of moneys or other property by employees or persons external to the entity and whether or not deception is used at the time, immediately before or immediately following the activity. This also includes the deliberate falsification, concealment, destruction or use of falsified documentation used or intended for use for a normal business purpose or the improper use of information or position</p>
<b>Related legislation</b>	Whistleblower's Protection Act <a href="http://www.latrobe.edu.au/legalservices/assets/downloads/other/gen-whistleblowers_procedures.pdf">http://www.latrobe.edu.au/legalservices/assets/downloads/other/gen-whistleblowers_procedures.pdf</a>
<b>Related Policy and other documents</b>	Reporting Fraud <a href="http://www.latrobe.edu.au/ia/Reporting%20Fraud.htm">http://www.latrobe.edu.au/ia/Reporting%20Fraud.htm</a> Fraud Awareness <a href="http://www.latrobe.edu.au/ia/Fraud%20Awareness.htm">http://www.latrobe.edu.au/ia/Fraud%20Awareness.htm</a>
<b>Date Effective</b>	27 November 2008
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<b>Keywords</b>	Fraud; Corruption; Whistleblower; Corporate Governance and Audit Committee
<b>Owner/Sponsor</b>	Director Risk Management
<b>Author</b>	Director Risk Management
<b>Contact person or area</b>	Director Risk Management Internal Audit Manager