



# Anti-Corruption Policy

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ASSOCIATION FOR RURAL PLANNING AND ACTION

## ANTI-CORRUPTION POLICY

1. All Agreements / deeds/ contracts etc. on behalf of the organization is authorized and signed by the Head of the organization / designated officer. There should not be dual authority in this regard.
2. Organization ensures that the officer sanctioning / authorizing payment is always different from the officer actually making the payment.
3. Award of contact to and purchases / hiring of services of vendors who are related to staff members of the partner organization is prohibited.
4. All payments (except petty payments) are made by the Organization by cheque only and proper record thereof kept.
5. In case of suspicion of misuse of fund by the organization, a special team from the Donor for the project and Board of the organisation shall inspect the records / accounts of the organization.

