

Anti-Bribery Policy

1. Introduction

1.1 The Royal Society of Edinburgh (RSE) anti-bribery policy and associated procedures are set out below.

2. Policy Statement

2.1 The RSE requires its Fellows, its staff and other persons who provide or perform a service for or on behalf of the RSE, at all times to act honestly and with integrity and to safeguard the RSE resources for which they are responsible.

2.2 The RSE is committed to ensuring that its business is conducted in an open and transparent manner; will adhere to the six principles of bribery prevention outlined in the Government's guidance; and it will take all appropriate steps to address the risks of bribery.

2.3 The RSE condemns all acts of bribery or corruption; any cases brought to its attention will be investigated exhaustively and dealt with appropriately.

2.4 The RSE is committed to the highest international standards of integrity and to ensuring it adheres to, and promotes, best practice in bribery prevention.

3. Definition & Scope

3.1 Bribery is commonly described as the, offer, or, acceptance of a reward to persuade another to act dishonestly and or in breach of the law.

3.2 It includes the offering, promising, giving, receiving or soliciting of a financial, academic or other advantage or favour as a means of influencing the actions of an individual (or individuals).

3.3 The Bribery Act 2010 provides for 4 bribery offences:

- Bribing: offering, promising or giving an advantage;
- Being bribed: requesting, agreeing to or accepting an advantage;
- Bribing a foreign official;
- Failing, as an organisation, to prevent any person who performs services on its behalf from committing an act of bribery.

3.4 This Policy extends to all RSE activities and operations and to all of its dealings and negotiations with third parties in all countries in which Fellows, staff, and other persons who provide or perform a service for or on behalf of the RSE operate.

3.5 All Fellows, staff, and other persons who provide or perform a service for or on behalf of the RSE are required to comply with this policy

4. Responsibilities

4.1 The RSE Audit & Risk Committee has a general responsibility for monitoring the operation and effectiveness of its anti-bribery arrangements and shall receive appropriate reports on any bribery activity.

4.2 Each Fellow, member of staff and other persons who provide or perform a service for or on behalf of the RSE is responsible for:

- Acting with propriety at all times and in particular in the use of official resources and the handling and use of public funds;
- Conducting themselves in accordance with the principles identified by the Committee on Standards in Public Life, which are: integrity, objectivity, accountability, openness, honesty and leadership;
- Being alert to the possibility that unusual events, behaviours or transactions could be an indication of bribery;
- Seeking advice from the RSE Chief Executive, or the RSE General Secretary, if unsure about what constitutes an act of bribery in respect of RSE activities, operations and dealings;
- Reporting details immediately to the RSE Chief Executive or the RSE General Secretary if they suspect bribery is taking or has taken place;
- Cooperating fully with whomever is conducting internal checks, reviews or investigations

5. Action in the Event of Bribery

5.1 All cases of actual or suspected bribery will be vigorously and promptly investigated and appropriate action will be taken. The police will be informed where considered appropriate.

5.2 Disciplinary action will be considered, not only against any staff found to have perpetrated bribery, but also against staff managers whose negligence is held to have facilitated or condoned an act of bribery. Both categories may constitute gross misconduct, the penalty for which may include summary dismissal.

5.3 If a Fellow is found to have perpetrated bribery, or to have facilitated or condoned an act of bribery while providing or performing a service for or on behalf of the RSE, the incident will be referred to the Society's Council for consideration and action. In serious cases, such behaviour may constitute conduct injurious to the character or interests of the Society and may result in expulsion from the Fellowship in accordance with Law 42 of the Laws of the Society.