1 General

The following fraud and corruption prevention and detection strategies are presented to assist management with the creation of an environment that minimises fraudulent and corrupt behaviour within the University. Further these strategies form part of the University’s Cycle of Planning and Responsibility. These strategies fall into three categories:
(a) Environment and Culture;
(b) Policy Development; and
(c) Staff Recruitment.

2 Environment and Culture

Fraud and corruption prevention strategies should be integrated into the University’s planning processes and into research and supplier contracts and agreements. Managers at all levels must create an environment in which staff members believe that dishonest acts will be detected and investigated. To this end, they have a responsibility to ensure:
• participation in management training that deals with the implementation of the University Policy on: Fraud and Corruption;
• proper supervision of staff members;
• that staff members understand that controls are designed and intended to prevent or detect fraudulent and corrupt behaviour;
• employees are encouraged to report suspected fraudulent and corrupt behaviour directly to the appropriate manager without fear of disclosure or retribution;
• where possible, vendors and contractors are required to agree in writing, as part of the contracting process, to abide by University policies and procedures;
• that known conflicts of interest are avoided by:
  o not entering into contracts with parties known to have a conflict of interest without the express permission of a member of the University executive, and
  o encouraging vendors and contractors to disclose potential conflicts of interest.

Measures to prevent fraudulent and corrupt behaviour should be subject to the University’s Cycle of Planning and Responsibility. Process improvement as part of this cycle is particularly relevant as new systems, programs, processes and arrangements are introduced or modified.

3 Policy Development

Fraud and Corruption prevention and detection controls are embedded in various University governing instruments including, but not limited to, the:
• UWA Code of Ethics and Code of Conduct;

4 Staff Recruitment

Recruitment policy and practice underpins fraud and corruption prevention. Management at all levels must support Human Resource recruitment strategies aimed at fraud and corruption prevention. These strategies include:

- criminal background checks on employees, where the position warrants such a check;
- contacting previous employers and referees; and
- verifying transcripts, qualifications, publications and other certificates or documentation.