

POLICY – Fraud Risk Management

Policy Title	CEF Fraud Risk Management Policy
Policy Number	Financial 1.002
Version Number	1
Date Approved	3/9/2019
Review Date	9/2022
Policy Officer	Operations Manager
Responsible Person/s	Chief Executive Officer
Scope	All stakeholders <i>* Stakeholders of CEF includes but is not limited to; volunteers, staff, Board members, students, alumni, contractors, donors etc.</i>
Purpose	The purpose of this policy is to express a clear statement to all CEF stakeholders forbidding fraudulent activity and to ensure that all parties are aware of their responsibilities regarding the identification and prevention of fraudulent activity.
POLICY STATEMENT	

Country Education Foundation of Australia (CEF) will not tolerate fraud in any aspect of its operations.

CEF will investigate any suspected acts of fraud, misappropriation or other similar irregularity. An objective and impartial investigation, as deemed necessary, will be conducted regardless of the position, title, length of service or relationship with CEF of any party who might be the subject of such investigation.

Any fraud shall constitute grounds for dismissal. Any serious case of fraud, whether suspected or proven, shall be reported to the relevant and appropriate authorities such as the police and the ombudsman.

Any person who suspects the commission of a fraud, related to the operations of CEF, is required to immediately report it to a manager / appropriate person in authority within CEF. Any person reporting a fraud, or a suspected fraud, shall not be penalised for raising a concern of this nature.

This policy should be read in conjunction with the CEF Whistleblower Policy.

Policies can be established and amended only by the Board. **Procedures** can be amended by the CEO