Anti-Bribery and Corruption Report Form

# Instructions

Complete the Disclosure Report, send it to the Money Laundering Reporting Officer.

|  |  |
| --- | --- |
| Name(s) of person(s) submitting report |  |
| Relationship to the University |  |
| Department (if member of staff) |  |
| Address(es) of person(s) involved including postcode |  |
| Nature, value and timing of activity involved |  |
| Disclosure type (nature of suspicion regarding such activity) |  |
| Provide details of any investigation undertaken to date |  |
| Have you discussed your suspicions with anyone and if so on what basis? |  |
| Is any aspect of the transaction(s) outstanding and requiring consent to progress?  |  |
| Any other relevant information that may be useful |  |
| Signed |  |
| Date declaration submitted |  |
| **The Line Manager is asked to countersign this form to confirm, to the best of their knowledge, the information detailed here is accurate.\*** |
| Name and signature of line manager |  |

# Version History

|  |
| --- |
| **Title: Anti-Bribery and Corruption Report Form****Approved by: Executive Committee****Location: Academic Handbook/ Strategies/ Financial Management Strategy and Policies** |
| **Version Number** | **Date Approved** | **Date Published** | **Owner** | **Proposed Next Review Date** |
| 1.0 | October 2023 | January 2023 | Director of Finance | July 2024 |
|  |
| Referenced documents | Anti-Bribery and Corruption Policy  |
| External Reference Point(s) | Anti-Bribery Act 2010; Criminal Justice (Corruption Offences) Act 2018 |