



Code for Preventing and Combating Corruption

Foreword

Helping children in emergency situations and giving hope – the “Til Schweiger Foundation” has commitment to this task.

Since its creation, the goals of the Til Schweiger Foundation haven’t changed: Help children in emergency situations, education, youth welfare, childcare, poverty control and environmental protection. These topics particularly concern the most vulnerable people of society - the children.

Definition of Corruption

In the context of this manual, corruption is defined as the abuse of entrusted power for private advantage. This includes offering, giving, demanding or accepting gifts, loans or credits, rewards, commissions or any other benefit to or from a third party, as an incentive to do something which is dishonest, illegal or a breach of trust within the framework of normal business operations. Corruption includes the following criminal offences: bribing and accepting bribes, granting or accepting undue advantages or benefits, fraud and breach of trust, agreements which restrict competition, and money laundering.

Goals and Areas of Application

The Anti-Corruption Code of Conduct reflects the identity and commitment of the Til Schweiger Foundation, to behave with integrity, to be responsible, to abide by the law, and to have high ethical and moral standards. It has the following concrete goals:



- To not only face corruption with preventative measures, but also to actively fight it. This applies to the Til Schweiger Foundation just as to its project partners, and if applicable as well to project promoters.
- To ingrain integrity into the identity of the Til Schweiger Foundation and its partners, sponsors and projects. It should be the personal concern of every staff member to protect and respect these values.

The Anti-Corruption Code of Conduct can only fulfil its goal, if it becomes a central fundamental value shared by all of the project partners, sponsors and all persons involved, with which the Til Schweiger Foundation cooperates. For this reason, the Anti-Corruption Code of Conduct and its stipulated principles, rules, policies and procedures are binding for:

- All the Til Schweiger Foundation staff members
- All staff members working for the partners, sponsors or projects, which are supported by the Til Schweiger Foundation
- Mi Committee members and other freelancers or volunteer individuals, who work for the Til Schweiger Foundation

Rules of Conduct

Any person falling under the scope of the law is obliged to commit to following rules:

1. Respect for the local laws and regulations.
2. Rejection of any form of corruption and participation or tolerance of bribery.
3. Report corrupt behaviour.
4. Transparent working and the separation of personal/ private interests from the foundation's and voluntary commitment.



5. No gratuities or gifts to officials as well as to civil servants, political parties or government officials, if in relation to obtain or continue business.
6. No acceptance of donations which have the character of a personal advantage or - if the assumption is unavoidable - for charitable purposes.
7. Properly handle sensitive data and information and respect the protection of privacy and personal data.

All available resources and donations of the Til Schweiger Foundation are to be used in a goal-oriented manner and in the most cost-effective way possible.

Minor donations as invitations to business lunches or dinners, promotional gifts and gifts with a value of up to 30 Euro can be regarded as harmless.

Hamburg, January 2nd 2017