

### Implementing Anti-bribery Management System based on CYS ISO 37001:2018

**10 & 11 of May 2018**

**The Classic Hotel, Nicosia**

**Language: English**

The World Bank estimates that over USD 1 trillion is paid in bribes each year, with disastrous impacts such as eroding political stability, increasing the cost of business and contributing to poverty. Many governments have taken measures to address bribery through national laws as well as international agreements such as the United Nations Convention against Corruption, but more can be done.

Such an effort is the publication of the ISO 37001 in October 2016 by the International Organization for Standardization (ISO), which is an independent, non-governmental international organization which develops and publishes International Standards. It is based in Geneva, and is made up of the national standards bodies from 162 member countries.

The ISO 37001 is an anti-bribery management system which is designed to instil an anti-bribery culture within an organization and implement appropriate controls, which will in turn increase the chance of detecting bribery and reduce its incidence in the first place.

**Aim of the course:** This course enables the participants to learn about the best practices for implementing and managing essential components of Anti-bribery Management System as specified in ISO 37001. The participant will learn the different components of Anti-bribery Management System, including Anti-bribery Management System scope and boundaries, policies, required procedures, records, measuring performance, management's commitment, internal audit, management review and continual improvement.

#### Who should attend:

- Members of Anti-bribery team Managers, Supervisors and Sectorial Directors.
- Professionals wanting to gain a comprehensive knowledge on the main processes of Anti-bribery Management System (Supervisors, Executive Officers, Managers).
- Staff involved in the implementation of the ISO 37001 standard Managers, Supervisors, Executive Officers and Staff, Sectorial Directors, Head of Departments.
- Staff involved in operations related to the Anti-bribery Management System like Managers, Supervisors, Executive Officers and Staff, Sectorial Directors, Head of Departments.
- Internal Auditors

#### Participation Fee:

**€450+€85.50 VAT (refundable)**

**HRDA Subsidy: €238**

**Charge: €212+€85.50 VAT(ref.)=€297.50**

#### Registration

***To book your place please click below, before the 4<sup>th</sup> of May, 2018.***

***(<https://goo.gl/forms/nizGDZyfpRqepsZv1>)***

***For enquiries please contact Mrs. Maria Theophanous,  
tel: 22 411442, email: [training@cys.org.cy](mailto:training@cys.org.cy)***



# Implementing Anti-bribery Management System based on CYS ISO 37001:2017

DURATION		Thursday 10 <sup>th</sup> of May 2018
8:30 – 8:45		Registration
8:45 – 10:45	<b>What is corruption</b> <ul style="list-style-type: none"><li>• Definition of corruption/bribery,</li><li>• Forms of corruption,</li><li>• Extent of corruption,</li><li>• Legislative developments</li></ul> <b>Introduction to ISO 37001</b> <ul style="list-style-type: none"><li>• Background to ISO 37001</li><li>• The development and publication of ISO 37001</li><li>• Introduction to management systems and the process approach</li><li>• The benefits of ISO 37001</li><li>• Taking the decision to implement ISO 37001</li></ul> <b>Planning for the Anti-bribery Management System:</b> <ul style="list-style-type: none"><li>• Scope, normative references, terms and definitions</li><li>• Understanding the organization and its context</li><li>• Understanding the needs and expectations of stakeholders</li><li>• Determining the scope of the anti-bribery management system</li></ul>	
10:45 – 11:00		Coffee Break
11:00 – 13:00	<ul style="list-style-type: none"><li>• Anti-bribery management system requirements</li><li>• Bribery risk assessment</li><li>• Actions to address risks and opportunities</li><li>• Anti-bribery objectives and planning to achieve them</li></ul>	
13:00 – 13:45		Lunch Break
13:45 – 15:00	<b>Leadership:</b> <ul style="list-style-type: none"><li>• Leadership and commitment</li><li>• Governing body</li><li>• Top management</li><li>• Anti-bribery policy</li></ul> <b>Organizational roles, responsibilities and authorities</b> <ul style="list-style-type: none"><li>• Roles and responsibilities</li><li>• Anti-bribery compliance function</li><li>• Delegated decision-making</li></ul>	
15:00 – 15:15		Coffee Break
15:15 – 17:00	<b>Support:</b> <ul style="list-style-type: none"><li>• Resources</li><li>• Competence</li><li>• Awareness and training</li><li>• Communication</li><li>• Documented information</li></ul>	

**ΓΙΑ ΤΟΥΣ ΣΥΜΜΕΤΕΧΟΝΤΕΣ ΣΤΗΝ ΗΜΕΡΙΔΑ ΙΣΧΥΕΙ ΑΓΟΡΑ ΠΡΟΤΥΠΟΥ ΣΕ ΤΙΜΗ ΠΩΛΗΣΗΣ ΜΕ 50% ΕΚ-ΠΤΩΣΗ €40,50€ + ΦΠΑ\* ΜΕΧΡΙ ΤΕΛΟΣ ΑΥΓΟΥΣΤΟΥ 2018**

*\*ΦΠΑ = 5% για έντυπη μορφή και 19% για ηλεκτρονική μορφή*

**ΕΠΙΚΟΙΝΩΝΗΣΤΕ ΜΕ ΤΟ ΚΕΝΤΡΟ ΕΞΥΠΗΡΕΤΗΣΗΣ ΚΑΙ ΠΛΗΡΟΦΟΡΗΣΗΣ ΓΙΑ ΤΗΝ ΠΑΡΑΓΓΕΛΙΑ ΣΑΣ.**

**ΤΗΛ.: 22 411 413/414 ΦΑΞ: 22 411 433**

**ΗΛ. ΤΑΧΥΔΡΟΜΕΙΟ: C.SERVICE@CYS.ORG.CY**

# Implementing Anti-bribery Management System based on ISO 37001:2016

## DURATION

Friday 11<sup>th</sup> of May 2018

09:00-10:45

### Operation:

- Operational planning and control
- Due diligence
- Financial controls
- Non-financial controls

10.45—11.00

### Coffee Break

11:00 – 13:00

### ...cont Operation:

- Implementation of anti-bribery controls by controlled organizations and by business associates
- Anti-bribery commitments
- Gifts, hospitality, donations and similar benefits
- Managing inadequacy of anti-bribery controls

13:00 – 13:45

### Lunch Break

13:45 – 15:00

### ...cont Operation:

- Raising concerns
- Investigating and dealing with bribery

15:00 –15:15

### Coffee Break

15:15 – 16:30

### Performance evaluation:

- Monitoring, measurement, analysis and evaluation
- Internal audit
- Management review
- Review by anti-bribery compliance function
- Improvement

16:30—17:30

### Certification:

- Preparing for the certification audit,
- Audit procedure,
- Post-audit activities

## Trainer: Mr Jean-Pierre Mean



Dr. Jean-Pierre Méan is a Swiss and Canadian lawyer specializing on anti-bribery. He has been General Counsel of SGS, the Swiss based inspection and certification company and has participated in the development and drafting of ISO 37001 Anti-Bribery Management Systems. He has chaired the working group that issued the technical competence requirements for ISO 37001 auditors. He is now chairing the ISO working group dealing with ISO 37001 post-publication issues and is spearheading the initiative to issue an ISO 37001 Handbook. He can be contacted at [jean-pierre.mean@bluewin.ch](mailto:jean-pierre.mean@bluewin.ch)

Τα προγράμματα εγκρίθηκαν από την ΑνΑΔ. Οι επιχειρήσεις που συμμετέχουν με εργοδοτούμενούς τους, οι οποίοι ικανοποιούν τα κριτήρια της ΑνΑΔ, θα τύχουν της σχετικής επιχορήγησης.