

One Society Organization for Peace and Development
(The Constitution of Integrity and Institutional
Oversight)



Approved

10, march, 2023

Preamble

One Society Organization believes that good governance is the cornerstone of building trust with beneficiaries, donors, and the public. This policy aims to establish principles of transparency, combat corruption, and define clear mechanisms for accountability and separation of powers. It is binding on all leadership and executive levels.

Chapter 1: Governance Principles and Separation of Powers

Article 1: Separation of Direction and Execution To ensure that decision-making is not monopolized by a single individual, the Organization adheres to a strict separation of powers:

1. **Legislative/Supervisory Authority (General Assembly):** Responsible for setting general policies, approving strategic plans, appointing the Executive Director, and holding them accountable. It does not intervene in daily executive work.
2. **Executive Authority (Executive Director and Team):** Responsible for implementing plans, managing human and financial resources, and making operational decisions. It has no right to amend general policies without reverting to the Legislative Authority.

Article 2: No Immunity for Anyone All administrative levels are subject to accountability. The General Assembly has the right to hold the Executive Director accountable, and the Executive Director has the right to hold Department Directors accountable. No person is above the law or regulations.

Chapter 2: Conflict of Interest Policy

Article 3: Definition A conflict of interest arises when the personal interest of any member (or the interest of their relatives up to the second degree) intersects with the interest of the Organization, which may affect the impartiality of their decision.

Article 4: Mandatory Disclosure

1. All members of the Executive Office and Department Directors are committed to signing a "Conflict of Interest Disclosure Form" annually.
2. In the event a topic is raised in a meeting (such as selecting a supplier or hiring a person) and a member has a connection to it, they must:
 - o Disclose this connection immediately.
 - o Withdraw from the meeting while this item is being discussed.
 - o Abstain from voting on the decision.

Article 5: Prohibitions in Conflict of Interest

1. It is prohibited to award tenders or supply contracts to companies owned by Organization employees or their relatives.
2. It is prohibited to hire direct relatives (Father, Son, Wife, Brother) in the same department or under the direct supervision of each other (to prevent nepotism).



Chapter 3: Anti-Corruption and Fraud Policy

Article 6: Zero Tolerance Policy The Organization adopts a "Zero Tolerance" policy towards any form of corruption, including:

1. **Bribery:** Accepting or paying any amount of money to facilitate illegal procedures.
2. **Embezzlement:** Misappropriation of Organization funds or assets.
3. **Nepotism:** Hiring or promoting individuals based on loyalty or kinship rather than competence.
4. **Forgery:** Manipulating financial invoices or activity reports.

Article 7: Recovery and Prosecution In the event of proven financial corruption:

1. The employee shall be dismissed immediately without end-of-service benefits.
2. The Organization is legally committed to recovering looted funds through judicial channels.
3. Donors shall be informed (if the funds belong to a funded project) with full transparency regarding the incident and the measures taken.

Chapter 4: Safe Reporting and Whistleblower Protection

Article 8: Reporting Channels The Organization encourages employees and beneficiaries to report any financial or ethical violations through safe and independent channels:

1. Physical Complaint Box in offices (opened by a special committee).
2. Dedicated Complaint Email accessible only by the Compliance/Oversight Officer (General Assembly Rapporteur): complaints@ocosudan.org

Article 9: Whistleblower Protection

1. The Organization guarantees the complete confidentiality of the whistleblower's identity.
2. It is strictly prohibited to take any retaliatory action (dismissal, transfer, harassment) against any person who reports a violation in good faith.
3. "Retaliatory Punishment" against a whistleblower is considered a major misconduct warranting the dismissal of the official responsible for it.

Chapter 5: Transparency and Public Disclosure

Article 10: Information Available to the Public The Organization is committed to publishing the following information to the public (via website or newsletters):

1. Annual Activity and Achievement Report.
2. Audited General Budget (Audit Report) - Summary.
3. Names of Administrative Structure and Board of Trustees members.
4. Communication channels and complaint mechanisms.



Article 11: Restricted Information It is prohibited to publish detailed details of employee salaries (to maintain privacy), personal data of beneficiaries, or security details of field movements.

Chapter 6: Investigation and Accountability

Article 12: Investigation Committee When there is a suspicion of major misconduct, the Executive Director (or the General Assembly if the Director is the accused) constitutes an "Investigation Committee" consisting of at least 3 members, who must be neutral and have no enmity or interest with the accused.

Article 13: Guarantees of Justice

1. The accused has the right to defend themselves and present evidence and witnesses.
2. The investigation must be documented and written.
3. No punishment shall be imposed until the investigation is concluded and guilt is proven by conclusive evidence.

Chapter 7: Internal and External Audit

Article 14: Internal Audit The Financial Oversight/Compliance Officer conducts a periodic review (monthly/quarterly) to ensure:

1. Integrity of financial and documentary procedures.
2. Compliance of spending with approved budget lines.
3. Adherence to administrative regulations.

Article 15: External Audit The Organization contracts annually with a certified legal audit firm, independent and in accordance with the laws in Sudan, to review financial statements and issue the Final Audit Report. This report is submitted directly to the General Assembly and Donors.

Conclusion

This policy is complementary to the Constitution and the Financial Policy. Adherence to it is the primary standard for evaluating the Organization's integrity and its merit for the trust of the international and local community.

Date of Approval: 10-Mar-2023

Signature of General Assembly:

