

Bribery Act 2010 - 10 Top Tips

Below are our 10 Top Tips for preparing your organisations for the Bribery Act.

1. **Know the enemy**

Assessing where the bribery risks to your business lie will put you in the best position to tackle them and allocate resources appropriately.

2. **Lead from the front**

Senior management should promote and encourage an ethical culture. This will both reduce the likelihood that employees will pay bribes, but will also impress the authorities when demonstrating "adequate procedures" if there is an investigation.

3. **Sunlight is the best disinfectant**

Transparency in dealings with public and private sector partners will reduce the room for bribery to take place while boosting your reputation as an ethical business.

4. **Don't hide your light under a bushel**

A strong anti-bribery stance is something to be proud of and publicise, both internally and externally.

5. **A stitch in time**

React promptly to reports of bribery and investigate as necessary.

6. **Blind spots**

Particularly in large organisations, there is a risk that management will not be informed of incidents of bribery until it is too late. It is important that issues can be escalated and management kept apprised of significant developments.

7. **Plan to succeed**

Eliminating bribery, especially when it takes the form of facilitation payments, will not happen overnight. However, that needs to be your goal, so set out how and by when you will achieve it.

8. **Worth more than the paper it's written on**

Ensuring a proper paper trail will assist in management oversight. Moreover, accurately recording financial transactions is mandatory under the FCPA and an important part of adequate procedures.

9. **Cut out the middle man**

Use of external agents, intermediaries and suppliers should always be justifiable on legitimate business grounds.

10. **Your company needs you!**

All employees have a part to play in identifying, reporting and thwarting corruption. In return, employers should reward ethical behaviour and protect whistleblowers.

HOGAN LOVELLS' BRIBERY AND CORRUPTION TASK FORCE MEMBERS

Hogan Lovells has produced an extensive client note on the Bribery Act 2010 which can be accessed via our webpage www.hoganlovells.com/briberyact.

For further information on the UK Bribery Act, and its implications for your business, please contact one of the following (or, alternatively, your usual contact).

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