



## **Somaliland Community Action Network ( SCAN )**

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### **Background to the Code of Conduct**

#### **Principles of Fair, Transparent and Legal Practices**

Establishing the Code of Conduct shall be considered one of the several useful instruments of an inclusive strategy and holistic policy to fight corruption in our Organization . The Code of Conduct consists in a set of principles on conducting organizational aim , having the goal to protect their humanitarian work and inform the employees .

#### **Principle 1: Honesty, Integrity and Fair Play**

The SCAN Organization and its staff are fully committed to the principle of honesty, integrity and fair play in the implementing humanitarian and livelihood projects and relief projects .

#### **Principle 2: Equal Opportunity for All Employees**

The SCAN Organization is an equal employment opportunity employer. Employment opportunities are available regardless of race, color, sex, religion, national origin, age, disability or other legally protected status. This Principle applies to all aspects of the employment relationship, including recruiting, hiring, training, work assignment, promotion, transfer, termination, and wage and salary administration.

#### **Principle 3: Safety, and Health Practices**

The SCAN Organization is committed to an injury-free and illness-free workplace that is operated in an environmentally sound manner in compliance with all relevant laws and regulations that protect worker safety and the environment.

Employees should perform work in a safe manner.

**Principle 4: Governance and anti-corruption**

The SCAN Organization has zero tolerance for corruption. All employees must never offer to provide anything of value directly or indirectly to government officials and business partners to secure an undue advantage. The SCAN Organization is a multi-purpose, non-governmental, non-profitable organization

fees to be paid are reasonable; all arrangements are clearly documented; arrangements are in compliance with organizational policies.

**Principle 6: Financial Reporting**

All transactions of the SCAN Organization must be duly recorded so as to permit preparation of clear financial statements in conformity with generally accepted accounting principles. No false or misleading entries may be made in the books and records of the SCAN Organization for any reason, and no employee may engage in any arrangement that results in such a prohibited act.

No undisclosed or unrecorded fund or asset of the SCAN Organization may be established for any purpose. No payment on behalf of the Company (including those by cash) may be done without adequate supporting documentation or made with the intention or understanding that any part of such payment is to be used for any purpose other than as described by the documents supporting the payment.

Thanks

Adan Abdi

Director of SCAN



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