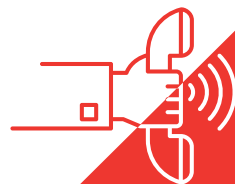


TMA is committed to
non-retaliation towards
whistleblowers.



Reporting Mechanisms

Telephone

Kenya

0800 722 770 (toll-free)
+27 12 567 8381

Ethiopia and Somaliland

+27 12 567 8433

Tanzania

+27 12 567 8440

Rwanda, Burundi and DRC

+27 12 567 8432

Uganda

+27 12 567 8383

Djibouti; Ghana, Zambia, Malawi, Mozambique and South Sudan

+27 12 567 8455

Email

hotline@kpmg.co.za

Web-portal

<http://www.thornhill.co.za/kpmgfaircallreport>

If a whistleblower is concerned about the adequacy of the TMA response, they may also report through the whistleblowing channels of any of TMAs donors the contact details of which are in their respective websites.



For all USAID funded projects, reports may be made directly to the USAID office of Inspector General:

PO Box

657 Washington DC 20044-0657

Web Portal

<https://oig.usaid.gov/contractor-reporting-form>

Phone

1-800-230-6539 or 202-712-1023

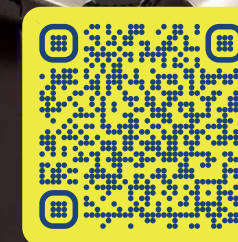
e-Mail

ig.hotline@usaid.gov



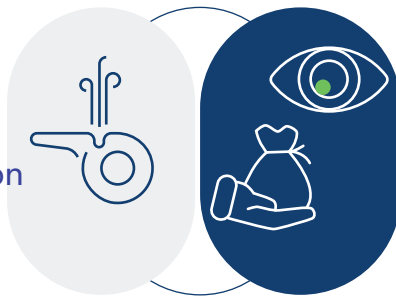
WHISTLEBLOWING

Frequently Asked Questions



Introduction

TradeMark Africa (TMA) and Trade Catalyst Africa (TCA) has zero tolerance to Fraud, Corruption and Misconduct (including harassment) and has developed a fraud prevention policy to support a fraud, corruption and harassment free environment.



TMA has engaged KPMG to provide confidential and independent whistleblowing channels for reporting any malpractice involving TMA resources or employees. This allows TMA employees, implementing partners, suppliers and members of the public to **anonymously** report any unethical practices, including fraud, corruption, and misconduct.

All the whistleblowing channels are secure.



The identity of the informant using the whistleblowing services shall not be disclosed.

Frequently Asked Questions on Whistleblowing

1 What is whistleblowing?



Whistleblowing is the term used when a person passes on information concerning wrongdoing that could include; **fraud, corruption or misconduct (including harassment)**.



3 Is a whistleblower protected?



TMA is committed to a non-retaliation towards a whistleblower and there are numerous laws that protect a whistleblower. Additionally, the whistleblower identity is protected by KPMG and all reports treated as anonymous.

2 Who can be a whistleblower?



Anyone can be a whistleblower. TradeMark Africa's (TMA) whistleblowing channels are available to all TMA employees, implementing partners, suppliers and members of the public.



4 Protection of whistleblowers?



Any person who makes a report of reasonably held suspicions of wrongdoing (whether through the whistleblower line or otherwise) shall not be disadvantaged in any way by TMA, including suffering any punishment, penalty, or retaliation, as a result of making the report.



5 What happens when you whistleblow?



After reporting, extensive investigations are conducted to establish the facts and obtain evidence of unethical acts.

The following are the repercussions to any person(s) confirmed to have acted unethically:

TMA employees

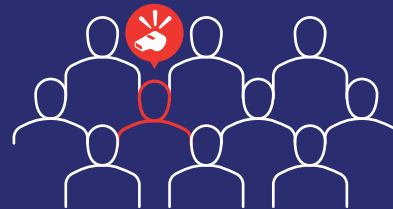
Disciplinary action including suspension and/or termination of employment contract, recovery of misappropriated funds and legal pursuit.

Implementing partners

Suspension and/or termination of funding arrangements, recovery of misappropriated funds and legal pursuit.

Suppliers

Suspension and/or termination of contract, debarment, recovery of misappropriated funds and legal action.



ACT NOW!

If you have been asked for a bribe in connection with TMA activities, or suspect misuse of TMA resources; please use any of the confidential whistleblowing channels provided at the back of this fact sheet.

