



# MALAYSIAN SOCIETY FOR TRANSPARENCY AND INTEGRITY (TRANSPARENCY INTERNATIONAL – MALAYSIA)

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## TRANSPARENCY INTERNATIONAL MALAYSIA (TI-M) Third Party Due Diligence Policy

### **Business Relationships**

Transparency International Malaysia (“TI-M”) is committed to the highest standards of integrity, transparency and accountability. As such TI-M expect their vendors, business partners, funding sources (“Third Parties”) to comply with all applicable laws and subscribe to the same values and ethical standards as TI-M in the conduct of their business or operations.

At TI-M, business must only be conducted with Third Parties that comply with all applicable legal requirements and share the same ethical commitment as TI-M. TI-M must avoid doing business with Third Parties that are likely to harm the company’s reputation.

Due diligence should be conducted to understand the business and background, and assess the integrity of Third Parties to ensure that TI-M does not enter into business dealings with any third party reasonably suspected of engaging in bribery and improper business practices.

Before engaging or establishing business relationships with Third Parties, an appropriate level of due diligence must be performed and documented, proportionate to the associated risks. If “red flags” are detected during the due diligence, the assessor must escalate and resolve the issues with the Secretary-General or President before engaging the Third Party. Examples of “red flags” are having special ties with government or public officials, known or having reputation for “getting things done” or inadequate or lack of credentials.

### **Membership**

TI-M will conduct due diligence on prospective members, including conducting:

- vetting and verification of information provided in the application; and
- checks with third party sources.

Any red flags or issues discovered during due diligence will be highlighted to the Executive Committee (“EXCO”) for their information and consideration.

### **Monitoring & Review**

The Secretary-General, managers and those responsible for dealing with bribery and corruption will report to the EXCO on compliance with this policy annually, and review the policy at least once every two years.