

STATEMENT OF BUSINESS ETHICS

Public Administration International (PAI) is committed to the promotion of high standards of ethical conduct in its business activities. We ensure that our staff are fully informed of the rules, regulations and compliance issues that apply to the work we undertake on behalf of national and international clients. In particular, we apply this knowledge to the conduct of our business within the framework of the OECD Convention on Combating Bribery of Foreign Public Officials in International Business Transactions (1999).

All representatives or consultants of PAI are required to comply with our ethical policies and procedures. We seek to collaborate on public sector consultancy and training initiatives with organisations who share our strong commitment to ethical values and principles.

PAI will aim to ensure that all statements, communications and representations made to prospective clients in project proposals and bid preparations are accurate and truthful. Once awarded, we will ensure that contracts are implemented according to the agreed specifications, requirements and clauses. PAI will not pay bribes or try to influence decisions about awards of projects. We will avoid any conflicts of interest and will inform clients beforehand of any potential conflict of interest that could arise during the implementation of contracts.

PAI will only undertake project assignments in its areas of expertise, where it can deliver efficient, effective and high quality services to its clients. We will act with loyalty to our clients, and respect the confidentiality of proprietary information that we acquire from partners and clients during the course of our normal business activities.

Brochures and other formal documents will reflect PAI's experience and track record accurately.

We will maintain accurate and complete company records and provide full reports of project activities within the time frame agreed with our clients. All transactions between the company and outside individuals and organizations will be promptly and accurately entered in our books in accordance with generally accepted accounting practices and principles.

We will not take part in any activities that could damage PAI's reputation or that of clients or partner organisations.

Claire Cameron
Director

Donald McGregor
Director

April 2009