

**Policy:** The Asia Foundation believes strongly in ensuring that our work environment is open, inclusive, and safe for all staff, consultants, partners, members of the Board of Trustees, subgrantees, and other stakeholders in all locations where The Asia Foundation operates.

The policies that govern our work and conduct are founded in strong ethical values and principles of fairness, equity, professional conduct, and the respectful treatment of others.

The Asia Foundation requires that all staff, consultants, members of the Board of Trustees, subgrantees, and other stakeholders adhere to our institution-wide and location-specific policies governing:

- Anti-Human Trafficking Policy and Compliance Plan
- Code of Business Ethics and Ethical Conduct
- Confidential Information
- Conflict of Interest
- Child Protection Policy and its' associated location-based annexes
- Equal Opportunity
- Employment with The Asia Foundation
- Gender Equality
- Prevention of Sexual Exploitation, Abuse, and Harassment
- Whistleblower
- Work Environment

These measures meet and, generally, exceed donor and program sponsor compliance standards and the legal requirements and regulations governing our operations in each country in which we work.

The Foundation's Board of Trustees places the utmost priority on the organization's adherence to the highest ethical standards and sees its oversight of compliance with these standards as a core governance function. It also oversees the Foundation's Internal Audit unit whose role includes review of Foundation-wide policy compliance in addition to financial scrutiny.

In addition, the Foundation's principal bi-lateral donors conduct periodic institutional audits, including comprehensive due diligence assessments of all operations, policies, and procedures. The results and findings of these assessments are reviewed by the Foundation's senior leadership which then institutes timely remediation measures and enhancements as recommended or required.

In the relatively rare instances where Foundation staff, auditors, donors, subgrantees, and / or other stakeholders have identified or reported improprieties, ethical violations, or other breaches of policy or procedure, the Foundation has taken swift action to investigate, end, and prevent further misconduct.

Our externally-managed Whistleblower system as well as established internal channels of reporting enable any party to report impropriety, unethical behavior, noncompliance with applicable laws, regulations, and Foundation policies. Staff must complete an annual ethics and compliance training and attest to their acknowledgement and understanding of the current policies, processes, and procedures. This annual training also serves as a reminder that these mechanisms exist and that they result in timely remedial, disciplinary, or other appropriate action.

The process of maintaining effective safeguards is a dynamic one. Policies, procedures, and attendant training programs are reviewed and enhanced as needed and when appropriate.