

DIRECTORATE GOVERNMENT INTERNAL AUDIT AND POLICY COORDINATION
CODE OF ETHICS



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INTRODUCTION

The Directorate of Government Internal Audit and Policy Coordination has adopted the Code of Ethics as promulgated by the Institute of Internal Auditors. The Code of Ethics shall be applied by the internal auditors in conjunction with the State Finance Act (No 31 of 1991). The Code of Ethics is a statement principles and expectations governing behavior of individuals and organizations in the conduct of internal auditing. It is necessary and appropriate for the profession of internal auditing, founded as it is on the trust placed in its objective assurance about risk management, control and governance.

Purpose

The institute's Code of Ethics which aims at promoting an ethical culture in the profession of internal auditing, provides principles and rules under four headings namely; Integrity, Objectivity, Confidentiality and Competency.

The Rules of Conduct describe behavior norms expected of internal auditors. These Rules are an aid to interpreting the Principles into practical applications and intended to guide the ethical conduct of internal auditors. Below they are set out together with the principle they interpret.

The Code of Ethics provides guidance to internal auditors. Internal auditors refer to Institute's members and those who provide internal auditing services within the definition of internal auditing.

Applicability and Enforcement

This Code of Ethics applies to both individuals that provide internal auditing services within the Directorate of Government Internal Audit and Policy Coordination.

For Institute members, breaches of the Code of Ethics will be evaluated and administered according to The Institute's Disciplinary Procedures, while for non-Institute members; breaches of the Code of Ethics will be evaluated and administered according to The Public Service Act. The fact that a particular conduct is not mentioned in the Rules of Conduct does not prevent it from being unacceptable or discreditable, and therefore, the member, certification holder, or candidate can be liable for disciplinary action.

Code of Ethics – Principles

Internal auditors are expected to apply and uphold the following principles:

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1. Integrity

The integrity of internal auditors establishes trust and thus provides the basis for reliance on their judgement.

1.1 Rules of Conduct

Internal Auditors:

- 1.1.1 Shall perform their work with honesty, diligence, and responsibility.
- 1.1.2 Shall observe the law and make disclosures expected by the law and the profession.
- 1.1.3 Shall not knowingly be a party to any illegal activity, or engage in acts that are discreditable to the profession of internal auditing or to the organization.
- 1.1.4 Shall respect and contribute to the legitimate and ethical objectives of the organization.

2. Objectivity

Internal auditors exhibit the highest level of professional objectivity in gathering, evaluating, and communication information about the activity or process being examined. Internal Auditors make a balanced assessment of all the relevant circumstances and are not unduly influenced by their own their own interest or by others informing judgements.

2.1 Rules of Conduct

Internal auditors:

- 2.1.1 Shall not participate in any activity or relationship that may impair or be presumed to impair their unbiased assessment. This participation includes those activities or relationships that may be in conflict with the interest of the organization.
- 2.1.2 Shall not accept anything that may impair or be presumed to impair their professional judgment.
- 2.1.3 Shall disclose all material facts known to them that, if not disclosed, may distort the reporting of activities under review.

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3. Confidentiality

Internal auditors respect the value and ownership of information they receive and do not disclose information without appropriate authority unless there is a legal or professional obligation to do so.

3.1 Rules of Conduct

Internal auditors:

- 3.1.1 Shall be prudent in the use and protection of information acquired in the course of their duties.
- 3.1.2 Shall not use information for any personal gain or any manner that would be contrary to the law or detrimental to the legitimate and ethical objectives of the organization.

4. Competency

Internal auditors apply the knowledge, skills and experience needed in the performance of internal audit services.

4.1 Rules of Conduct

Internal auditors:

- 4.1.1 Shall engage only in those services for which they have the necessary knowledge, skills and experience.
- 4.1.2 Shall perform internal audit services in accordance with the International Standards for the Professional Practice of Internal Auditing.
- 4.1.3 Shall continually improve their proficiency and the effectiveness and quality of their services.