



## **COMPETITION AND CONSUMER PROTECTION COMMISSION**

### **INTEGRITY COMMITTEE**

#### **1. Integrity Committee**

The establishment of the Competition and Consumer Protection Commission's ("the Commission") Integrity Committee (IC) is premised on the National Anti-Corruption Policy, as well as Section 7.2.6 and Section 6(1)(iv) of the Anti-Corruption Act No.3 of 2012. The IC is tasked with the responsibility of spearheading the prevention of corruption and related malpractices or maladministration in the institution.

#### **2. Appointment and Composition of the Commission's IC**

The IC members for the Commission were appointed by the Executive Director (ED) on behalf of the Secretary to the Cabinet on 17<sup>th</sup> February 2020. The IC is comprised of five (5) Members; one (1) Focal Point Person (in charge of Provincial Offices) and two (2) members of Secretariat. The IC membership has a tenure of three (3) years, with a possibility of renewal.

#### **3. Responsibilities**

- a. Spearhead the process of corruption prevention by facilitating the development, implementation and enforcement of anti-corruption best practice documents such as the Gift Policy, Whistle Blower Policy, Conflict of Interest Policy etc.
- b. Development of IC Annual Corruption Prevention Action Plans (ACPAPs) to be submitted by the ED to Anti-Corruption Commission (ACC) for onward submission to the Secretary to the Cabinet.
- c. Preparation of Quarterly Progress Reports (QPRs) which are submitted to the ACC for onward submission to the Secretary to the Cabinet.
- d. Ensure remedial measures are in place to eliminate chances of reoccurrences of audit queries, that is, both internal and external audits.
- e. Carry out corruption vulnerability assessments and come up with mitigation measures.
- f. Receive, consider and provide redress on all complaints – malpractice, maladministration and ethical cases.

- g. Refer all complaints outside the IC's mandate to relevant authorities.
- h. Recommend administrative action to Management as a response to complaints that have been deliberated and decided on.
- i. To recommend appropriate improvements to systems and processes of the Commission in the service delivery to the public.

#### **4. Governance documents**

To help the Commission govern properly and with integrity, the Commission has developed the following governance documents:

- i. Whistle Blower Policy
- ii. Gift Policy
- iii. Conflict of Interest Policy
- iv. Service Charter;
- v. Board Charter;
- vi. Code of Conduct & Ethics; and
- vii. Disciplinary Code and Grievance Procedures Manual.

#### **5. Procedure for reporting suspected corruption at CCPC**

The procedure for reporting suspected corruption at the Commission may be through any of the following methods:

- a. Telephone: 0211 222787/222775
- b. Walk in: 4<sup>th</sup> Floor Main Post Building, Cairo Road, Lusaka
- c. Suggestion Box: 4<sup>th</sup> Floor Main Post Building, Cairo Road, Lusaka
- d. Letter: P O Box 34919, Lusaka
- e. Email: [ic@ccpc.org.zm](mailto:ic@ccpc.org.zm)

#### **6. IC Contact Details**

Th Chairperson  
Integrity Committee  
Competition and Consumer Protection Commission  
4<sup>th</sup> Floor, Main Post Office Building  
Cairo Road  
P O Box 34919,  
Lusaka  
Phone: 0211222787/222775  
Email: [ic@ccpc.org.zm](mailto:ic@ccpc.org.zm)