



What type of incident should I report to the Hotline

ΔFraud

Selling Database information

Accepting benefits from Accountable and reporting institution

Misappropriation of Funds, Supplies and Assets

ΔMisconduct

Improper Conduct in the Handling or reporting of money financial transactions

Intimidation

Sexual Harassment

Racial or Gender discrimination

ΔUnethical Behavior

The practice of favourism

Nepotism

Transgression of Policies

Conflict of Interest

ΔTheft

Theft of Company resources (stationery, equipment, time,



intellectual).
ΔCORRUPTION



The solution of kickbacks in exchange for contracts or favours

Any form or bribery

Any 3rd party collusion



Toll Free
0800 115
446

What should not be reported to the Anti-Fraud & Corruption Hotline

*Employment grievances or complaints

*Petty argument amongst staff

*Personality clashes



STEP BY STEP OF REPORTING MECHANISM

Step 1: Dial the Hotline: 0800 115 446(Toll free from any number)

Step 2: Make Remember to include who How What Where When-Value You do not have to identify yourself

Step 3: Obtain your reference Number Keep this confidential as you will need it for follow-up and feedback calls)

Step 4: Your Report (Bottom line IT sends your report to Vhembe District Municipality for investigation)

Step 5: Your Feedback (Call 0800 115 446) You can call us 24 Hours a day 365 days a year

REPORT ANY CORRUPTION, THEFT OR DISHONESTY



Vhembe District
Municipality
and its Local
Municipalities

"Zero Tolerance to Fraud
and Corruption"



Fraud and Ethics Hotline



Toll Free
0800 115 446

*BREAK THE SILENCE
Speak out on fraud and
corruption that affects
any municipality*



BREAKING THE SILENCE

Anti-Fraud & Ethics Hotline

Toll Free
0800 115 446

Fax
086 726 1681

E-mail
vhembe@hotline.co.za



Checklist
Before
You Call

- *In Which division/
department did the incident
take place?
- *Where specifically did it
happen?
- *What is the nature of the
incident?
- *Date and Time the Incident
took place?
- *How long has this been going
on?
- *How often does this happen?
- *Number of people involved
and names?
- *Does anybody know about it?
- *Do you have any proof?
- *Are there any witnesses?