



WHITECOLLARACADEMY

Anti-Bribery & Corruption
Training
for Compliance Professionals





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Anti-bribery and corruption enforcement actions are rising globally. Organizations across every industry should be aware of the consequences and repercussions of corruption violations which can be swift and severe. Countless firms have been subject to major fines and other penalties that have had highly negative impact on their business and many individual employees have been prosecuted on criminal charges. White Collar Academy offers an anti-bribery and corruption training to ensure that your organization is compliant with modern international anti-corruption legislation.

Maintaining your reputation in business means everything and ensuring your organization is compliant with the terms of the FCPA, UK Bribery Act as well as other national legislation should be high on your list of priorities. Anti-bribery and anti-corruption measures should form a key part of your organization's compliance strategy, and implementing a robust training solution to keep your employees aware of the threat of corruption is essential. Effective training on this topic will help employees at all levels understand their roles in protecting material non-public information and the implications and consequences of disregarding the bribery and corruption rules.

White Collar Academy has developed an ABC training specified to the needs of compliance professionals. The program covers a broad range of topics, including recent developments, stimulating debate, fostering networking, cross-fertilisation and the global exchange of experience. The aim of this training is to providing comprehensive, high-quality and easily accessible anti-bribery and corruption education.



About us

White Collar Academy's courses aim to promote a deeper understanding of the intricacies of white collar crime. They are designed to equip participants with knowledge and hands-on skills with regard to the prevention and prosecution of white collar crime but also defence in white collar crime cases.

Courses, provided by expert professionals, are of a high academic level and also provide practicalities to be applied in daily practice with ample opportunity for dialogue and networking.

Our approach is inter-disciplinary in ensuring that every thematic aspect, academic and practical, is taken into account; inter-sectoral in linking practitioners with researchers, the public sector with the private sector, academics with civil society; integrative, in providing knowledge and hands-on tools applicable to different parts of the world; and sustainable, in offering lasting solutions.

Areas that are addressed in our courses and conferences are, amongst others, anti-bribery and corruption, money laundering and confiscating proceeds of crime, environmental offences, market abuse and insider dealing, cybercrime and cybersecurity, corporate human rights and social responsibility and international economic sanctions.

Summary

Duration	8 Training Days
Dates	Monday 16 September, 23 September, 7 October, 28 October, 4 November, 18 November, 25 November, 9 December 2019
Time	9:30 AM - 5:00 PM
Language of Instruction	English
Maximum number of participants	15
Certificate Awarded	Anti-Bribery & Corruption accreditation
Fee	EUR 3,950 excluding 21% VAT
Location	City centre of The Hague, Dr. Kuiperstraat 5



Programme

Training Day 1 - Monday 16 September 2019

Introduction I: An introduction to (anti-)bribery & corruption

- Introduction to the ABC Training
- Corruption: definitions, consequences and organisations
- Discussing the hypotheticals
- Psychology related to wrong doing
- Investigating corruption
- Cooperation with Regulatory and Law Enforcement Bodies
- Discussing a corruption case

Training Day 2 - Monday 23 September 2019 & Dinner

Introduction II: International Law and Standards on Anti-Corruption Compliance

- Introduction to relevant Dutch legal framework
- Introduction to the US Foreign Corrupt Practices Act, the UK Bribery Act and other relevant national legislation
- The Enforcement of Anti-Corruption Legislation
- New anti-corruption legislation and new enforcement risks (Brazil, South Korea, France)
- Individual vs. Corporate Liability risks for Corruption and other Economic Crimes
- Enforcement Trends
- Recent high-profile cases

Training Day 3 - Monday 7 October 2019

Prevention: Designing an Effective Anti- Corruption Compliance Programme

- Principles of corruption prevention and detection
- Anti-Corruption Strategies for Small and Medium-sized Enterprises
- Generic Integrity management and ABAC frameworks
- Key elements of an effective ABAC compliance program
- Compliance governance, leadership commitment and culture



Training Day 4 - Monday 28 October 2019

Action: Compliance in Action & practical realities

- Developing Codes of Conduct and Anti-Corruption Compliance Policies
- Doing business abroad & cultural differences
- How to Effectively Map Your Company's Bribery & Corruption Risks
- Defining and managing conflicts of interest
- Supply chain management and, third party risks, third party due diligence and continuous monitoring

Training 5 - Monday 4 November 2019

External monitoring: Anti-Bribery & Anti-Corruption Compliance Management

- Supply chain management, third party risks and payment due diligence
- Evaluating your Anti-Bribery & Anti-Corruption Compliance Programme
- Monitoring and Evaluation of the Anti-Bribery & Anti-Corruption Compliance Programme
- The importance and challenges of measuring the effectiveness of your programme

Training day 6 - Monday 18 November 2019

Crises Management

- Incident response & Crises Management
- Internal Investigations: a legal point of view
- Methodology and Technology in Internal Investigations
- Self-Disclosure, or not?



Training day 7 - Monday 25 November 2019

Responses

- Whistleblowing: legal framework
- Whistleblowers: do's & don'ts
- Dealing with Employees under Suspicion
- Anti-bribery and corruption compliance from a different (HR) point of view
- Exercise: Dealing with Employees under Suspicion

Training day 8 - Monday 9 December 2019

Communication, reputation & media

- Reputation management: why and how?
- Communications when in crises
- Dealing with media: Mediatraining
- Miscellaneous

Dates & times

The ABC Training consist of 8 training days. The training will start on 16 September 2019. Every two weeks a training day will take place. The training days will take place on the following dates (all Fridays):

- | | |
|----------------------------|---------------------------|
| ▪ Monday 16 September 2019 | ▪ Monday 4 November 2019 |
| ▪ Monday 23 September 2019 | ▪ Monday 18 November 2019 |
| ▪ Monday 7 October 2019 | ▪ Monday 25 November 2019 |
| ▪ Monday 28 October 2019 | ▪ Monday 9 December 2019 |

Each training day will start at 9:30 and end at 17:00. A lunch break will be held from 12:45 until 13:30. There will also be two coffee breaks during the day, one in the morning before lunch (11:00 - 11:15) and one in the afternoon (15:00 - 15:30).

After the second training day, on 23 September 2019, a dinner will be held in the city centre of The Hague. The price for dinner is included in the course fee.



Lecturers

The ABC Training will be provided by an enthusiastic team of lecturers who have an abundance of practical experience in the area of anti-corruption and bribery.

Lecturers include amongst others:

- **Sascha Kramer**, Group Compliance Manager at SBM Offshore
- **Specialised anti-corruption lawyer**
- **Monique Hutten**, Anti-Corruption Centre of the Fiscal Information and Investigation Service
- **Frank Cederhout**, Senior Manager Forensic & Financial Crime at Deloitte Financial Advisory
- **Representative of Transparency International** the Netherlands (TI-NL)
- **Vincent Kempkes**, Group Communications Director at SBM Offshore
- HR Director
- Various actors
- *And others*

Language

This training will be given in English.



Objectives

By the end of the training participants will have an understanding of:

- What constitutes corruption;
- The consequences of corruption;
- The international framework of anti-corruption conventions, laws (FCPA, UKBA and relevant national legislation), protocols and best practices;
- Essential sources of anti-corruption compliance;
- The various stakeholders and organizations involved in corruption prevention;
- Corruption enforcement;
- High-risk countries, industries and customers;
- Tools and strategies to prevent corruption.

and you will be able to:

- Deal with challenges related to anti-corruption and integrity;
- Gain awareness of the risks bribery poses to companies and individuals and prevent violations from occurring.
- Achieve a better understanding of the warning signs of bribery and learn how to respond appropriately;
- Evaluate the risk of corruption within your organisation;
- Identify instruments for increasing transparency and accountability;
- Develop, construct and implement tools and strategies to prevent corruption;
- Managing third party risks;
- Deal with whistle-blowers;
- Crisis management during corruption allegations or accusations;
- Gain awareness of the criminal and financial risks of corruption for individuals and companies;
- Conduct internal investigations;
- Deal with employees under suspicion.

Method

During the ABC Training you will acquire knowledge which can be applied directly in your daily work. Providing theory, practicing with cases and discussing examples from practice are methods that are constantly alternated.

We work in small groups to stimulate learning from each other.



Target Audience

The ABC Training is specifically designed for and only accessible to compliance professionals wishing to enhance their understanding of anti-bribery compliance and attain an accreditation in this field:

- Ethics & Compliance Officers
- General Counsels
- In-house legal advisors
- Risk managers
- Directors (of Corporate Responsibility - International Contracts - Corporate Compliance - Legal Affairs - Internal Audit - Business Conduct)
- General Managers
- Operations Directors / Managers
- Business Unit or Country Directors / Managers
- Sales Directors / Managers
- Marketing Directors / Managers
- Business Development Managers
- HR Directors / Managers
- Auditors
- Accountants

and:

- Anyone responsible for the drafting, motivating and implementing of organisational policies, codes and procedures
- Anyone responsible for ensuring or contributing to their organisation's compliance with the United Nations Convention Against Corruption, the US Foreign Corrupt Practices Act and the UK Bribery Act
- Anyone responsible for ensuring the ethical business conduct of operations either within their own country or in other countries



Entry requirements

The course is specifically designed to be detailed yet accessible. Although no professional experience in anti-bribery law or compliance is required, some exposure, working experience, or training in anti-bribery compliance is preferred.

To get the most from the course, a good standard of English is required.

Course materials

Participants to the ABC Training will receive 2 weeks prior to each training day a digital syllabus with relevant course materials.

Assignments

Prior to three training days, participants are given an assignment in preparation of the following training day. Handing in these assignments is optional.

Preparation

For each training day, participants are expected to go through the course materials. This will amount to approximately 3 hours of preparation time for each training day.

Location

The ABC Training will take place in the city centre of The Hague, at our training location at the Dr. Kuiperstraat 5.

Accommodation and Travel

Participants are responsible for their own travel and accommodation arrangements and any associated costs.



Certificate

Participants to the ABC Training will receive the Anti-Bribery and Corruption accreditation from the White Collar Academy.

This accreditation will be awarded to those who have:

- attended a minimum of 7 of the 8 training days;
- participated actively during all training days

as this ensures participants to have acquired the requisite knowledge.

The ABC Training does not include an exam.

Education points

The ABC Training consists of a total of 48 hours of permanent education (PE). The Permanent Education points that are obtained by taking part in the ABC Training are recognized by several professional organizations, amongst which:

- Koninklijke Nederlandse Beroepsorganisatie van Accountants (NBA)
- Nederlandse orde van advocaten (NOvA)
- Koninklijke Notariële Beroepsorganisatie (KNB)
- Register Belastingadviseurs (RB)
- NEVOA

REGISTER
BELASTING
ADVISEURS





Financial

Course fee

- The course fee of the ABC Training amounts to € 3,950.00 excluding 21% VAT. This includes all training-related costs, as well as drinks, lunches and training materials.
- Participants are considered officially registered for the ABC Training when their application has been approved and payment has been made.

Payment

- After filling the online application form, you will receive an invoice.
- You can pay in one or in two instalments. The deadline of the first instalment - or full amount - is 1 August, 2019. This will guarantee the commitment of your employer for your participation.
- If you pay in two instalments, the remaining second 50% of the course fee should be received by 1 November, 2019.
- Payments can only be made by means of bank transfer.
- Please note that we employ a first pay, first serve principle.

Cancellation

- For cancellations between one to two months before the training starts, 50% of the course fee will be charged.
- In case of cancellation within one month before the start of the course, you will have to pay 80% of the course fee.
- Please note that in case of cancellation, a suitably qualified person may replace you without extra charge.
- White Collar Academy reserves the right to cancel a course if the number of participants is insufficient or due to any other unforeseen circumstances. In this case your course fee will be reimbursed. Other costs e.g. for transportation cannot be reimbursed.



More information

If you would like to receive more information or in case you have any questions, you can contact us at info@whitecollaracademy.com or +31 (0)70 711 39 10.

In-house?

Want a custom compliance training solution that meets your specific needs? No problem! An in-house option is available for organisations enrolling a minimum of 10 people in the course. Benefits include a programme tailored to the needs of your organisation, answering specific questions that rise within your organisation as well as lower costs and a reduction of travel time.