

# Code of Conduct for Project Parties



# Preamble

IFAD and the Government of [insert country] signed a Financing Agreement (“the Agreement”) for the [insert name of the Project] (“the Project”).

As per the Agreement each Project Party<sup>1</sup> shall carry out the implementation of the Project with due diligence and efficiency, in accordance with IFAD’s policies and regulations applicable to IFAD financed projects and in compliance with all applicable laws.

Project Parties shall therefore ensure that the Project is carried out in accordance with the provisions of the Revised IFAD Policy on Preventing Fraud and Corruption in its Activities and Operations<sup>2</sup>, as well as IFAD Policy on Preventing and Responding to Sexual Harassment and Sexual Exploitation and Abuse<sup>3</sup> (together the “Policies”). Failure to comply with these Policies may result in an investigation by IFAD and imposition of measures as referred thereto.

The objective of this Code of Conduct is to set out the standards of conduct expected from each Project Party in charge of the implementation of the Project. The conduct of Project Parties shall always be motivated by the highest ethical standards and the Code of Conduct shall serve as a source of guiding principles.

The Code of Conduct complements any other Code of Conduct that may be applicable to Project Parties. Any discrepancy or contradiction between the provisions of this Code of Conduct and any similar Codes of conduct shall be resolved in the best interest of the Project and in consultation with IFAD, as appropriate.

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<sup>1</sup> Project Parties means each entity responsible for the implementation of the Project or any part thereof including Project staff such as the Project Coordinator and key Project Personnel as defined in the Financing Agreement and Project Implementation Manual. It may include also any third party financed against IFAD funds. See the [General Conditions for Agricultural Development Financing](#).

<sup>2</sup> [Revised IFAD Policy on Preventing Fraud and Corruption in its Activities and Operations](#).

<sup>3</sup> [IFAD policy to preventing and responding to sexual harassment, sexual exploitation and abuse](#). See also the [Guide for Borrowers/Recipients of IFAD funding](#).

# Scope

The Code of Conduct shall apply to all Project parties involved in the implementation of the Project.

## Guiding principles

All Project Parties shall adhere to the following principles:

- i. Project Parties shall adhere to the highest ethical standards and as a result shall not engage in any form of unsatisfactory conduct or misconduct such as any forms of harassment, sexual harassment, sexual exploitation and abuse, and any forms of fraud and corruption in relation to IFAD funds when carrying out the implementation of the Project.
- ii. Project Parties shall take all appropriate measures to communicate the Policies to any third parties and Project beneficiaries.
- iii. Project Parties shall report immediately to IFAD any allegation of unsatisfactory conduct and misconduct related to the Policies they become aware within the context of the Project implementation.
- iv. Project Parties shall not accept any gifts, money, decoration, honours, favours, entertainment, hospitality or any other benefits from any entity or individual in relation to the proper discharge of their duties as Project Parties.
- v. Project Parties shall disclose to their supervisor any actual, potential or perceived conflict of interest. Conflicts of interest arise where the private or personal interests of the Project Parties may influence or appear to influence the impartial and objective performance of their duties. Private or personal interests include situations where Project Parties appears to benefit improperly, directly or indirectly, or allows a third party to benefit improperly, from their association with the Project.

- vi. Project Parties are expected to exercise discretion in all matters related to the implementation of the Project. They shall not disclose without appropriate authorization, confidential information related to IFAD or the Project they become aware by virtue of their official position within the Project.
- vii. Project Parties involved in procurement activities shall comply with applicable rules and procedures.
- viii. Project Parties shall use and maintain assets such as cash, facilities, equipment, vehicles, software, hardware and supplies with the utmost care and respect, guarding these against waste and abuse, and shall be liable for their negligent loss or destruction. Project assets shall be used solely for purposes directly related to Project implementation or other authorized purposes.
- ix. Project Parties are expected to refrain from any action, in the context of the Project, that may unfavourably or adversely reflect on IFAD or the Project.

**I declare that I will abide by the Code of Conduct.**

Signed on [insert date] in [insert location]

\_\_\_\_\_

Signature

[Title]



International Fund for Agricultural Development  
Via Paolo di Dono, 44 - 00142 Rome, Italy  
Tel: +39 06 54591 - Fax: +39 06 5043463  
Email: [ifad@ifad.org](mailto:ifad@ifad.org)  
[www.ifad.org](http://www.ifad.org)

**IFAD Ethics Office**

Confidential Helpline: +39 06 5459 2525  
Confidential WhatsApp line: +39 338 738 0924  
Confidential E-mail: [ethicsoffice@ifad.org](mailto:ethicsoffice@ifad.org)