

# Anti-Intimidation and Ethical Practices Forum (AEPF)

## Frequently Asked Questions

- 1. Who are the professionals the AEPF guides (auditors only)?**
  - a. No all members of the executive partners as well as the forum partners organisations. (Professionals in audit, governance, ethics, risk, compliance, fraud examination, chartered accountants etc)
- 2. What platforms does the AEPF use for a collective voice?**
  - a. Engaging with key regulators in the country such as the Auditor General and Public Protector offices, the Johannesburg Stock Exchange and Parliament Committees
- 3. Who are the members of the AEPF?**
  - a. The first level executive members are the Institute of Internal Auditors SA, the Institute of Directors SA, the Association of Certified Fraud Examiners SA, Corruption Watch, Institute of Risk Managers SA, South African Institute of Chartered Accountants, South African Institute of Professional Accountants, South African Institute of Government Auditors, Ethical Practitioners Association.
  - b. The AEPF second level forum partners are The Financial Planning Institute, The Compliance Institute, Chartered Governance Institute of Southern Africa, Southern African Communications Industries Association.
- 4. What legislation is put in place or is the AEPF used to guide professionals?**
  - a. The AEPF is a recognised forum for whistleblowing for professionals in the Protected Disclosures Act 26 of 2000.

**Physical Address:** Unit 2, Bedfordview Office Park, 3 Riley Road, Bedfordview, 2008

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**Executive Members:** Association of Certified Fraud Examiners of SA (ACFE SA), Corruption Watch, Ethics Practitioners Association (EPA), Institute of Directors of Southern Africa (IoDSA), Institute of Internal Auditors of South Africa (IIA SA), Institute of Risk Management of South Africa (IRMSA), South African Institute of Chartered Accountants (SAICA), Southern African Institute of Government Auditors (SAIGA) and South African Institute of Professional Accountants (SAIPA).

**Forum Partners:** Chartered Governance Institute of Southern Africa (CGISA), The Financial Planning Institute of Southern Africa (FPI), Information Systems and Certification Association® (ISACA) and Southern African Communications Industries Association (SACIA).

**5. Does the AEPF protect whistleblowers or only guides?**

- a. The AEPF protects its members through guidance, knowledge and advice as well as reviews complaints and makes recommendations to complainants. Complaints are also escalated to regulators, when necessary.

**6. How do you become part of the AEPF as a professional?**

- a. If your professional body is a member of the AEPF, you are automatically a member.

**7. What is the process for a complaint review to the AEPF?**

- a. The AEPF reviews case matters reported by members that concern whistleblowing, corruption, unethical behaviour, fraud, victimization, intimidation relating to unethical and non-governance practices.
- b. The AEPF can only give guidance, advice and recommendations to complainants on cases reported.
- c. Members reporting cases to the AEPF must have exhausted all internal reporting processes at their working organisations.
- d. The case matter should then be reported at the professional membership level following exhausting the matter at the working organisation.
- e. The Professional membership will then refer the case matter to the AEPF if the complaint meets the case criteria.
- f. All cases will be reviewed on merit and all information regarding the complaint received.
- g. No police or court cases will be reviewed.
- h. No cases older than 2 years will be reviewed.
- i. No cases from outside of the AEPF membership will be reviewed.
- j. Each case will be given a case number and filed as such for reference purposes.
- k. The AEPF independent evaluations panel may request for all information necessary from the complainant to review a case in chronological order.
- l. Recommendations from the AEPF are solely based on factual information provided as given from the panel of experts who, voluntarily commit to membership on the AEPF Evaluations Panel.

- m. Correspondence on case matters may take up to two months for reviews and feedback from the AEPF.

**8. Will my organisation know it's me making the report?**

- a. All reported complaints are treated as strictly confidential according to the POPIA act.

**9. Will my organisation try to identify me and how can I ensure I stay anonymous?**

- a. Complainant details are not and cannot be shared with any organisation.

**10. If they identify me, will they retaliate in any way?**

- a. Identification of complainants are not shared with any organisation.

**11. What happens after I make forward my complaint to the AEPF?**

- a. The AEPF reviews cases based on the case review criteria ([www.aepf.co.za](http://www.aepf.co.za))
- b. Cases are reviewed by an independent and impartial, voluntary evaluations panel.
- c. Recommendations are made to complainants following an extensive review and engagement with all parties.
- d. The process may take up to 3 months.

**12. What protections do I have after I submit a complaint?**

- a. All cases are dealt with on a confidentiality basis and not shared or discussed with other organisations
- b. All complainants' names are withheld and not discussed or shared with any other organisations.