



## Grooming prevention: integrity teams

### Awareness

The primary foundation for corruption prevention in agencies starts with awareness of corruption risk. Consider what information you have access to that will assist in reducing the vulnerability of grooming.



- ✓ **Know your people.** Familiarise yourself with your agency's areas of operation and corruption risks.
- ✓ **Look at issues through a magnifying glass.** What levels of scrutiny does your agency own and implement in relation to grooming? What actions are taken when a staff member reports a declarable association and/or conflict of interest?
- ✓ **Consider information that is valuable to different types of entities and groups** (e.g. criminal, commercial, personal). Continually review and revalidate who has access to this information and determine whether there is there a business requirement for this access.
- ✓ **Reflect on current controls to prevent, detect and address grooming of both staff and managers.** Are these adequately known and implemented across the agency?

### Engagement and education

Formal training is required to inform staff members of their responsibilities when it comes to identifying and addressing grooming.

Which groups are more likely to be vulnerable to the risk of grooming? Work with these audiences to build the prevention capability of your agency.



- ✓ Note the particular vulnerabilities for new employees, ensure they are given training and have access to support from Day 1.
- ✓ Identify the areas in the agency in which grooming is likely to occur, and engage these officers in training, awareness and prevention education and outreach.
- ✓ Ensure that managers and officials have received the appropriate education and training, and conduct timely refreshers on their knowledge to ensure the maximum retention.
- ✓ Encourage managers to engage in conversations with their teams about the risks of grooming they might face in their roles (see [ACLEI's Corruption Conversation Starters: Grooming](#)).

## Reporting

A robust reporting culture maintains and continually improves professional standards within an organisation. Ongoing review of the reporting processes within your agency will allow you to identify gaps and opportunities for improvement.



- ✓ Examine the effectiveness of the reporting mechanisms available to staff members should they wish to report suspected grooming, including whether they are trusted to ensure protection and bring results.
- ✓ Engage with the senior executive team, to ensure they are actively inspiring trust in your agency's internal reporting system and are responding effectively and appropriately to reports of grooming.

## Measure & manage

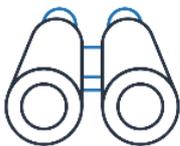
Consider how your agency measures and manages the data received from reports of grooming by staff members.



- ✓ Once a report is received, what information is drawn out for measurement? How is this data collated to create meaningful reports?
- ✓ Measurement of the data is important when considering common trends, themes and patterns. When these commonalities are identified, how is this information translated to implement countermeasures?
- ✓ The management of data is equally as important. Ensure you have appropriate recordkeeping measures to allow for continuous monitoring and evaluation so that controls can be adjusted and to ensure accountability.

## Review

Consistent review of policies and procedures is important to ensure that they are fit for purpose. Grooming is a significant pre-cursor to corruption and you will need to ensure that the agency is confident in the ability of its integrity framework to reduce the risk of this behaviour.



- ✓ Regularly review and update your agency's policies and procedures to reflect actions taken to address common trends and issues identified during integrity incidents. This can involve a review of thematic issues, with a particular focus on grooming.
- ✓ Benchmark with other agencies through information-sharing and consultation.

For more information on grooming, see [Corruption Concepts: Grooming](#).