

# Notice Fraud – Winter 2024

## International Fraud Awareness Week

From 17-23 November 2024, we participate with organisations around the world in recognising International Fraud Awareness Week (IFAW). The purpose of this event is to recognise and fight against fraud, providing you with the necessary knowledge and confidence to confront fraud and bribery directly.

We're excited to announce specialised fraud awareness sessions during IFAW, providing you with practical insights and useful tips on preventing fraud.

### Cyber fraud and data security

#### TBC

Cyber fraud and security are important matters in both your personal and professional life. Join our session to learn about cyber fraud risks, data theft, and broader cyber security issues.

### Recruitment and ID verification

#### Thursday 10 December

Whether you're in HR, a hiring manager, or team lead, don't miss our upcoming recruitment and ID verification awareness session.

[Register here](#)

“

Excellent presentation.

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“

I wish this had been made available to me earlier in my current role... extremely informative.

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“

Very informative session.

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### [Procurement](#)

#### Monday 18 November 11am – 12pm

Explore the top fraud risks in procurement and the most common referrals. We'll share recent fraud cases and discuss how stronger controls could have prevented or minimised losses.

### [General Fraud Awareness](#)

#### Tuesday 19 November 2pm – 3pm

Discover the main fraud and bribery offences with real-life examples from the Health Sector. Dive into case studies of NHS staff who defrauded their employers and faced prosecution.

### [Finance](#)

#### Thursday 21 November 11am – 12pm

Hear from a former fraudster who used his charm to steal millions. Learn how he selected his victims and gained their trust, giving you the tools to spot potential fraud.

### [Human resources](#)

#### Friday 22 November 10am – 11am

Get the latest updates on fraud referrals from 2023 / 24. We'll highlight recent criminal investigations and discuss the need for parallel investigations to reduce the time staff remain under scrutiny.

## Gifts and Hospitality

As the festive season draws near, be vigilant about the gifts and hospitality you receive. These gestures might be attempts to sway your decisions or could be seen as such, potentially leading you to accept a bribe without realising it. Your organisation has a clear policy detailing what is acceptable and what might be considered or perceived as a bribe.

### Examples of conflict of interest investigations:

- **VIP Football Perks:** Staff accepted tickets for premier division football matches in executive boxes, from a supplier.
- **Festive Celebrations:** Staff accepted invited for a lavish, fully-funded Christmas event hosted by a contractor.
- **Undisclosed interest:** One staff member did not disclose that their spouse runs a nursing agency which supplied staff to the Trust.
- **Unreported Earnings:** A staff member received £500 for participating on an advisory panel but failed to declare this income.
- **Cash in a Card:** During a business meeting, a senior manager was handed £1,000 in cash, cleverly concealed in a Christmas card by a supplier.
- **Friendship and Fairness:** A senior staff member did not declare a personal friendship with a job candidate they interviewed.

To access training or report a fraud you should contact your Local Counter Fraud Specialist (LCFS) directly:

T: 0121 214 3149

E: [manjit.sandhu@rsmuk.com](mailto:manjit.sandhu@rsmuk.com)

You can also report fraud anonymously on 0800 028 4060, or online via <https://cfa.nhs.uk/reportfraud>

### Best Practices for Gifts, Hospitality, and Declarations of Interest

We recently reviewed how organisations across our client base, manage their declarations of interest processes and identified the following good practice

- **Separate registers:** Maintain distinct registers for Declarations of Interest and Gifts and Hospitality.
- **Declare everything:** Staff should declare all gifts or hospitality they receive or decline.
- **Conflict of interest:** Declare any business links or secondary employment that might pose a conflict of interest. When in doubt, seek advice or declare.
- **Annual returns:** Submit an annual return as required by policy, even if there's nothing to declare.
- **Electronic processes:** Implement electronic systems for staff to make and record declarations.
- **Mandatory training:** Ensure mandatory training for all staff required to make declarations.
- **Public reporting:** Report non-compliance publicly for all staff groups.
- **Spot checks:** Conduct periodic spot checks to ensure the accuracy of declarations.
- **Appraisal integration:** Include the annual declaration as part of the appraisal process.
- **Regular reporting:** Provide regular compliance reports to the Audit Committee and Executive for oversight.

Test your knowledge of gifts and hospitality by completing the following [anonymous fraud culture survey](#).

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