

# ABMS Objectives and Planning Procedure

Reference: ABMS DOC 6.2

DocumentKits Issue No: 1.0

Organisation Issue No:

DocumentKits Issue Date: 03/12/2019

Organisation Issue Date:

## 1. Scope

Organisation Name's anti-bribery management system has objectives that are set at relevant functions and levels, reflecting the framework for setting objectives established in the [Anti-Bribery Policy](#).

## 2. Responsibilities

2.1 The Anti-Bribery Compliance Function is responsible for establishing the anti-bribery objectives on consultation with appropriate members of Top Management, and for submitting results of planning to Top Management for review in accordance with the [Management Review Procedure](#).

2.2 Top Management is responsible for approval of the anti-bribery objectives and the plans to achieve those objectives.

## 3. Procedure

3.1 Anti-bribery objectives are determined and established in accordance with the [Anti-Bribery Policy](#), and recorded in the [Anti-Bribery Objectives Record](#).

3.2 Anti-bribery objectives take into account:

3.2.1 Requirements for anti-bribery as identified in the Anti-Bribery Policy, context of the organisation and broader business objectives.

3.2.2 Results from risk assessments and the development of the risk treatment plan

3.3 The Anti-Bribery Compliance Function identifies metrics or qualitative factors that can be used to determine the effectiveness of anti-bribery objectives.

<<3.4-3.5 removed for sample purposes>>

3.6 Plans for achieving anti-bribery objectives identify:

3.6.1 What Organisation Name will do in order to meet the objective(s)

3.6.2 The necessary resources

3.6.3 The individual responsible for ensuring that the plan is followed

<<3.6.4-3.6.6 removed for sample purposes>>

<<3.7-3.8 removed for sample purposes>>

### ***Document owner and approval***

The Anti-Bribery Compliance Function is the owner of this document and is responsible for keeping it up to date.

The current version of this document is available to

"Specify which members of staff this document is intended for"

and is published

"Describe the location(s) - electronic and physical - where this document is available"

Its approval status can be viewed in the [Master List of Document Approval](#).