CODE OF ETHICS



2025

AFRICAN DEVELOPMENT BANK GROUP

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A WORD FROM THE PRESIDENT OF THE AFRICAN DEVELOPMENT BANK GROUP

Dear Collegues,

I am pleased to present the revised African Development Bank Group Code of Ethics, whose provisions have been updated, simplified and illustrated for ease of understanding and to reflect our current workplace realities.

The Code of Ethics, which is aligned with our Ten-Year Strategy (2024-2033), is a guiding moral compass designed to ensure that the Bank adheres to the utmost ethical standards in the pursuit of our founding mission "to promote the sustainable economic development and social progress of regional member countries."

Our rapidly changing world, juxtaposed by geopolitical tensions, economic uncertainty, and competing interests, provides us as an institution with opportunities to think and act in equally dynamic ways.

The emergence of 'remote working' and the rapid growth of digital platforms and technological advancement, for example, require that the Bank's Ethics Office diligently, vigilantly, and mindfully evolves and continues to keep pace with new challenges, and preserves our long-established value system.

As such, a modified, relevant and practical Code of Ethics is a strong tower and a guardrail in the implementation of our daily activities, and as we champion Africa's economic transformation.

Recently, the Bank has prioritized strategic partnerships that further advance financial integrity, anti-corruption and curbing illegal financial flows, to demonstrate our strong commitment to the protection of development resources in the interest of intended beneficiaries. The Organization for Economic Cooperation and Development (OECD) and the African Development Bank have partnered since 2008 to support African governments in their efforts to boost business integrity in governance, and combat bribery and corruption.

Early in 2016, our Board of Directors approved the Integrity Due Diligence Policy on non-sovereign operations. In 2025, we also took another bold step forward in our fight against corruption and financial crime by signing a Letter of Intent with the International Criminal Police Organization (INTERPOL). This new partnership comes at a critical time as Africa develops new strategies to curb significant losses estimated at nearly $90 billion annually due to illicit financial flows. We are therefore strengthening collaboration between the Bank's Office of Integrity and Anti-Corruption (PIAC) and INTERPOL's Financial Crime and Anti- Corruption Centre. This joint initiative augments our capabilities and provides deterrent measures against the threats of emerging financial crime, including cyberfraud.

This joint initiative is in line with the Bank's Action Plan for Anti-Money Laundering and Combatting Illicit Financial Flows 2024-2026 among other strategic alliances which we have marshaled over the last 10 years. In the process we have solidified our profile as a trusted global financial institution.

During this period, the Bank's financial strength has tripled, with authorized capital rising from $93 billion in 2014 to $318 billion1 by 2024. This substantial capital increase elevates our fiduciary responsibilities, underscores the value of partnerships and reflects our shareholders' resounding trust and confidence in the management and leadership of the Bank.

In 2021, the African Development Bank was ranked as the Best Multilateral financial institution in the world by the Global Finance magazine. Sustaining our streak of success, in 2022 and 2024, the Bank was ranked as the most transparent financial institution in the world by Publish What You Fund, cementing our global credentials

I would like to pay profound tribute to senior management and staff of the Bank for their relentless dedication to delivering this reviewed Code of Ethics alongside the definitive successes we have experienced over the last 10 years.

Together we have unveiled a remodeled version that mirrors the current global realities, empowers us to maintain the utmost ethical principles, and guarantees that we act fairly, impartially and with utmost integrity as we navigate our ever-evolving dynamic work environment.

This revised Code of Ethics provides prompt, applicable, and appropriate guidance for our staff to enhance our tradition of probity in governance, bolster professional efficacy and promote our corporate image across Africa and globally.

It is a testament to our resolute commitment to upholding the highest principles of professional conduct and responsibility in fulfilling our mandate. The Revised Code of Ethics marks a key milestone for the Bank and caps my 10-year service as the President of the African Development Bank Group.

Dr. Akinwumi A. Adesina
President

A WORD FROM THE ETHICS OFFICE

Dear Colleagues,

The Code of Ethics of the Bank defines the very essence of who we are and what we should do to maintain and reinforce the ethical culture in the Bank.

This document spells out clearly basic principles which are derived from the Bank's core values, and which form the ethical culture of the Bank. The Bank is comprised of employees from culturally diverse backgrounds: as a result, the Code of Ethics is a benchmark document and provides us with guidance as we perform our professional duties and conduct ourselves in the communities in which we live.

The Ethics Office as the custodian of the Code of Ethics of the Bank, is committed to ensuring that the Staff Members continue to observe the core values, maintain the ethical culture, and preserve the reputation, image, and credit rating of the Bank. This revised Code of Ethics makes reference to the revisions in the Bank's Staff Regulations and Staff Rules. This Code of Ethics takes into consideration the Bank's operating environment and the post-COVID new normal which is characterised by virtual meetings and remote work possibilities.

As staff members of the Bank, it is important that we all read the Code of Ethics and familiarise ourselves with its provisions. We encourage you to contact the Ethics Office for advice and guidance on any ethical dilemma you may face, to ensure that we all adhere to the Code of Ethics and preserve the ethical culture of the Bank.

DILYS ASUAGBOR
Head of Unit Ethics Office

CHAPTER 1

INTRODUCTION

1.1 Values

The African Development Bank's (the "Bank") Core Values reflect the organisation's culture.

The preservation of the Bank's reputation depends on the adherence to these Values. These values enable Management and Staff to improve their performance, act in line with the organisation's vision and maintain the highest ethical standards.

The Bank's Five Core Values are:





1.2 Vision: “Building today, a better Africa tomorrow”

The African Development Bank strives to be the leading Financial Institution on the African Continent by ensuring that it accomplishes its purpose to contribute to the sustainable economic development and social progress of its regional members individually and jointly. The vision of the Bank to build today, a better Africa tomorrow is only possible with the support of Staff Members who embody the principles and values defined in this Code.

1.3 Objectives

Service within the Bank is subject to compliance with the key ethical values, standards and principles defined in this Code. Strict compliance with the aforesaid is vital for the name, image, and reputation of the Bank and its Staff Members.

The Objectives of the Code are to:

1. Constitute a benchmark and reference point for the ethical attitude and decision- making required of each Staff Member;
2. Provide first-instance clarification on the interpretation and application of the ethical values and principles; and
3. Assist Staff Members to maintain the highest levels of good personal behaviour and professional conduct.

1.4 The Scope

This Code is a working tool intended to guide Staff Members as defined in article 1.5 below in their day-to-day Bank activities as well as their conduct in their private lives.

The Code is not exhaustive. It does not aim to provide an answer to all the ethical issues that could arise in the work environment and beyond. Neither does it seek to replace common sense nor the existing procedures, rules and regulations of the Bank. Instead, it is complementary to the Bank’s Staff Regulations and Staff Rules and any policies or directives that derive from the same.

1.5 Application

This Code applies to Staff Members, as defined in the Bank's Staff Regulations, as well as to interpersonal and professional relations within the Bank and relations with third parties.

The Code is also applicable to any other person engaged directly by the Bank on its projects, programs, and services during their tenure of engagement.

Any person to whom this Code is applicable and who violates any provision of this Code is subject to disciplinary sanctions and/or action, which may include termination of their employment or contractual engagement.

1.6 Definitions

For purposes of this Code, the following terms shall have the meanings set forth below:

(i) **Bank:** shall refer to the African Development Bank Group.

(ii) **Code:** shall refer to this Code of Ethics.

(iii) **Confidential Information:** shall refer to all material, non-public, business-related information, written or oral, whether or not it is marked as such, that is disclosed or made available to the receiving party, directly or indirectly, through any means of communication or observation.

(iv) **External collaborators:** shall refer to any person or group of people outside the institution, working on behalf of or in relation with the Bank.

(v) **Misconduct:** shall refer to any behaviour that is inconsistent with the Staff Regulations, Staff Rules, Code of Ethics, or any policies or directives that derive from the same.

(vi) **Retaliation:** shall refer to any form of intimidation, reprisal, or harassment directed against a person who reports a misconduct or provides information during an investigation or witnesses or has reliable information about any unethical conduct.

(vii) **Staff Member:** shall mean an officer or other regular employee of the Bank appointed by the President under the Staff Regulations.

(viii) **Staff Regulations:** shall mean the regulations adopted by the Board of Governors, as amended from time to time, to govern the status, the appointment and the basic conditions of service of Staff Members.

(ix) **Staff Rules:** svhall mean the rules applicable to staff employment, as amended from time to time, which are promulgated by the President.

CHAPTER 2

BASIC PRINCIPLES OF ETHICS

The Staff Members and external collaborators of the Bank subscribe to the principles of integrity, independence, responsibility, respect for human dignity, efficiency and effectiveness, and dedication all of which, under this Code, shall be construed as follows:

2.1 Integrity shall mean to

- Adopt and maintain an honest and sincere conduct;
- Behave in a proper and incorruptible manner;
- Take ownership for their actions and decisions by fulfilling their legal and personal obligations; and
- Comply with the Bank's regulations, rules, and policies as well as with national laws.

2.2 Independence shall mean to

- Act in an impartial and objective manner;
- Refrain from requesting or receiving directives or instructions from an entity or person outside the Bank;
- Abstain from meddling in the political affairs of the Member Countries of the Bank; and
- Show loyalty to the Bank, its vision and mission.

2.3 Responsibility shall mean to

- Observe diligent and prudent professional conduct and appropriately perform one's assigned duties;
- Act in the best interests of the Bank and place the Bank's values above their own;
- Abstain from anything that could be prejudicial to the Bank and its interests; and
- Report unethical behaviour, acts of fraud, corruption or other misconduct that may have come to their knowledge.

2.4 Efficiency and Effectiveness shall mean the

- Optimal use of the human, intellectual and financial resources as well as the tools, property, services, and partnerships in the discharge of one's professional duties; and
- Continuous search for the highest levels of performance, skills enhancement, and management practices.



2.5 Respect for Human Dignity shall mean the

- Respect for the inherent worth, dignity, uniqueness, and human rights of every individual, unrestricted by considerations of social, economic status and personal attributes;
- Performance of one's professional activities with unwavering respect for others and for diversity;
- Communication with courtesy; and
- Avoiding any attempt to create an atmosphere of hostility, iniquity and frustration.

2.6 Dedication shall mean the

- Effort and loyalty in the discharge of professional duties;
- Commitment to professional assignments with utmost due diligence.

Reference materials

Staff Regulation 1.2: Duties, Obligations and Rights

Staff Regulation 1.2.5: Staff Conduct

Staff Rule 1.2.5.f: Code of Ethics

CHAPTER 3

INSTITUTIONAL ETHICS

3.1 Equitable, Conducive and Enabling Work Environment

We are committed to create, uphold and maintain a conducive working environment consistent with our ethical values and principles; and promoting a healthy work environment conducive to creativity and productivity.

Besides the ethical principles set out in Chapter 2, our professional attitude should be guided by our core values which are Excellence, Integrity, Professionalism, Transparency and Team spirit.

Reference material

Staff Rule 1.2.5.f:
Code of Ethics

3.2 Equal Opportunities and Treatment

We are committed to equal opportunities and treatment for Staff Members and for people who wish to join the Bank as employees or service providers. In undertaking their duties, all Staff Members shall respect ethnic and cultural diversity. Staff Members are required to work without bias, with people from different ethnicities, nationalities, religions, and cultures. In addition, Staff Members shall be sensitive to how certain words or actions may be interpreted by others and avoid using expressions that could be interpreted as biased or intolerant of other people.

Decisions on employment at the Bank shall be based on individual merit and functional and structural needs without considerations of ethnicity, cultural or religious beliefs, family or marital status, sex, disability, or age. This commitment extends to all aspects of employment including recruitment, evaluation, promotion, compensation, training, development, and resignation.

These provisions also apply to the recruitment of service providers, suppliers, and contractors of the Bank.

Furthermore, we have a collective responsibility to challenge discrimination based on ability, age, culture, gender, marital status, spiritual beliefs, socio-economic status, and racial or other physical characteristics.

Reference materials

Staff Regulation
2.0.2.1 Selection and
Recruitment of Staff

Staff Rule 2.0.2-a
Recruitment Policies

3.3 Unacceptable Behaviours

We are committed to preventing, reporting, investigating and mitigating occurrences of any unacceptable behaviours at the workplace.

Without being exhaustive, the unacceptable behaviours likely to affect the conducive atmosphere at work include harassment, unjustified discrimination, favouritism, abuse of power and authority, reprisals and verbal abuse or physical violence.

Reference material

Staff Regulation 1.2.5.2: Staff conduct

3.3.1 **Harassment** is any vexatious conduct or behaviour imposed on others and which, through its repetitive character or gravity, creates discomfort and makes the work environment hostile, offensive, intimidating or degrading.

Harassment is psychological or moral when actions are repeated over time and have the cumulative objective or effect of degrading the working conditions; infringing upon the rights and dignity of a person; impairing the physical or mental health of a person; or prejudicing her/his career.

Harassment should be differentiated from conflict, stress, and isolated cases of aggression. It is important to identify these types of conduct which initially are uncivil attitudes and culminate into improper behaviour.

They could take, inter alia, the form of a denigrating non-verbal attitude; attempts to discredit a person; efforts to isolate a person; vexatious incivilities; intimidation and threats; excessive administrative demands; attempts to prevent a person from expressing herself/himself; and excessive intrusion into a person's work.

Reference materials

Presidential Directive 02/2021 Establishing Rules and Procedures for Dealing with Harassment in the Bank including Sexual Exploitation, Abuse and Harassment (SEAH)

Staff Regulation 7.0.2.6: the Bank shall introduce specific provisions in the Staff Rules to govern formal grievance procedure in case of harassment

Staff Rule 7.0.2-d: Grievance procedure in case of harassment

3.3.2 **Sexual Harassment** is any verbal or non-verbal behaviour with a sexual connotation imposed on another person and which either violates the person's dignity because of its humiliating or degrading nature or puts the person in an intimidating, offensive or hostile situation.

It could also be constituted when it is made a condition for employment, recruitment, contract renewal, performance evaluation, posting, mobility or promotion. Not exhaustively, it could take the shape of suggestive messages, insistent looks, fondling, allusions of a sexual nature and repetitive invitations to meetings outside work.

Reference materials

- Presidential Directive 02/2021 Establishing Rules and Procedures for Dealing with Harassment in the Bank including Sexual Exploitation, Abuse and Harassment (SEAH)
- Staff Regulation 7.0.2.6: the Bank shall introduce specific provisions in the Staff Rules to govern formal grievance procedure in case of harassment
- Staff Rule 7.0.2-d: Grievance procedure in case of harassment

3.3.3 Abuse of Power is constituted by any kind of improper use of a position of power, authority, or influence by any individual against another colleague or group of colleagues.

Such behaviour is forbidden and becomes particularly serious when used to negatively influence the employment conditions of a Staff Member. Abuse of power can reflect adversely on a Staff Member's professional capability to deliver. Therefore, Management and Staff must not under any circumstances engage in any form of abuse of power.

3.3.4 Health and Safety: The Bank is committed to provide a safe and healthy working environment.

The health and safety of Staff Members and all persons in the service of the Bank are at the heart of our concerns and are of the utmost importance.

The Bank undertakes to maintain a medical centre and facilitate its operations in a responsible, appropriate and safe way and use all efforts to prevent workplace accidents.

Accidents due to negligence may seriously undermine the well-being of persons who are inside the Bank. It is imperative to follow all safety precautions, particularly those relating to fire prevention. Upon discovery of any breaches of the Bank's health and safety standards, Staff Members are required to inform the Security Department.

SCENARIOS

Moral Harassment

“My supervisor never appreciates or praises my work. He/she intimidates me and sometimes insults me in the presence of other colleagues. The other day, he/she responded to my email copying other colleagues. He/she used very degrading and insulting words. I am so humiliated that I do not know what to do.”What should I do ?

Moral harassment can have negative repercussions on the employee’s performance and the Bank’s reputation. Harassing and intimidating colleagues is unacceptable, regardless of an individual’s position within the Institution.

Staff members must adhere to Bank values and ethical standards, and they must report any misconduct such as harassment that may have come to their knowledge.

In this scenario, the concerned staff member should report the harassment to either the Ethics Office or the Ombudsman for an informal resolution or to the Office of Integrity and Anti-Corruption for a formal resolution.

Sexual Harassment

“One of my colleagues keeps making comments with sexual connotations on my physical appearance at work, and on Zoom meetings. The behaviour did not stop even after I mentioned that I found the comments offensive. I am afraid to report.”What should I do ?

The Bank has zero tolerance for sexual harassment and provides informal and formal channels for the resolution of sexual harassment complaints.

Informal Procedure: The offensive behaviour should be reported to the informal channels such as the Ethics Office or Ombudsman which are in the position to discuss the matter discreetly, confidentially and impartially with the complainant and the colleague allegedly engaged in the offensive behaviour with a view to achieving an informal resolution to the problem. Where a complaint of sexual harassment cannot be conclusively resolved through the informal procedure, either party may have further recourse to the formal procedure and refer the matter to the Office of Integrity and Anti-corruption for investigation

Formal Procedure: Allegations of harassment including sexual harassment involving Bank staff shall be reported to the Office of Integrity and Anti-Corruption for investigation.

In this scenario, the concerned staff has an option between the informal or formal recourse mechanisms of the Bank.

Reprisal and threats as a result of reporting constitute misconduct and are sanctionable.

Abuse of power

“My supervisor is constantly asking me to pick up his/her drycleaning and buy groceries for his/her family. I mentioned that these tasks are not related to work and asked not to have this additional work to do. Since this discussion, he/she has suggested that I am not welcome in the team and does not assign any work to me.”What should I do ?

The supervisor in this scenario abuses his/her authority by requiring the Staff Member to run errands or perform functions that do not serve any work-related purpose. This creates an unconducive work environment for the staff member and a reputational risk to the Bank.

When the Staff Member complains of the abuse of power, the supervisor retaliates against the Staff Member by excluding the latter from the team and refusing to assign the Staff Member any work.

Both the abuse of power and subsequent retaliation should be reported to the Bank for resolution using the formal or informal recourse mechanism.

CHAPTER 4

BANK RESOURCES AND PROPERTY

We are responsible for the preservation of Bank assets.

4.1 Accountability

The objective of the Bank in putting its resources and property at the disposal of a Staff Member is to allow the latter to discharge her/his professional duties under the best possible conditions. The resources and property of the Bank should be used exclusively in the service and best interests of the institution in a responsible, diligent, and efficient manner.

These resources and property include, without being limited thereto, financial resources, services, benefits, know-how, equipment, the name of the Bank and any other resources that contribute to the fulfilment of the African development mission entrusted to the institution.

Any unauthorised, irresponsible, inefficient, or diverted utilisation shall be deemed as inappropriate utilisation.

Reference material

Staff Rule 1.2.13.a: Accountability of Staff Members to the Bank

4.2 Intellectual Property

The Bank has full, exclusive, and unencumbered ownership over the intellectual property rights generated by its staff in the discharge of their professional duties.

Whatever its nature or medium, intellectual property covers, inter alia: drafts, deliverables, studies, designs, innovations, products, IT developments, databases, drawings and logos, and information. To this end, Staff Members shall renounce, in favour of the Bank, intellectual property rights such as royalties, property rights on software and other rights emanating from the professional activities performed at the Bank, except where there is an express and prior agreement to the contrary.

Reference material

Staff Rule 1 - Staff Regulation 1.2.9: Intellectual property.2.13.a: Accountability of Staff Members to the Bank

CHAPTER 5

INFORMATION USAGE AND COMMUNICATIONS

We are responsible for the confidential data that we manage.

5.1 Confidentiality of Information and Data Privacy

5.1.1 Staff Responsibility: Any information that reaches us through our duties, whatever the source may be, must be considered confidential. Some of us in our daily work within the Bank may collect, use, or have access to personal or strategic information regarding the Bank's operations, countries financed by the Bank, Staff Members, donors, and service providers.

We pledge to respect the confidentiality of the confidential data that we process, in the same way as directed by the Bank policies and directives related to Information Disclosure. Further, we commit to ensuring the security of information and the use of the Bank's communication system in an appropriate manner.

Reference materials

- Disclosure and Access to Information Policy
- Staff Regulation 2.0.6: Oath of service
- Staff Rule 1.2.5-c: Public pronouncements and breach of oath of confidentiality

5.1.2 **Usage and Approvals:** Confidential information shall include oral or written data, reports, forecasts, records, agreements, or any other materials whose use is not made public or are considered private or privileged because of their sensitive nature, such as medical information.

Confidential information also includes data on the location, IP addresses and other data on Internet usage and data decoders, as well as information gathered during investigations on Bank Employees or co-contracting companies of the Bank. Confidential information obtained from any third parties transacting with the Bank is also included in this category.

Utilisation, disclosure and/or publication of information or documents for personal use, without prior authorisation, is prohibited.

Reference materials

- Staff Regulation 1.2.6: Discretion
- Disclosure and Access to Information Policy

5.1.3 **Third Parties:** Staff Members shall take all necessary measures to ensure that third parties with whom they collaborate also comply with the information confidentiality requirements as appropriate.

5.1.4 **Media, Social Networks and Blogs:** During the professional or personal utilisation of communication tools via the Internet, Staff Members shall be responsible, preserve the reputation and image of the Bank, express themselves on behalf of the Bank only in the professional and technical context and uphold the confidentiality of information as stipulated in 5.1.1 and 5.1.2 herein.

Reference material

Staff Rule 1.2.5.c: Public pronouncements and breach of oath of confidentiality

5.1.5 **Remote work:** Staff Members working remotely may be more subject to confidentiality and data privacy issues. While working from home, it may become more challenging to protect information and data. Staff Members shall adhere to the Bank's recommendations and guidelines concerning remote work.

During remote work, Staff Members shall respect and uphold the confidentiality of information as stipulated in Chapters 5.1.1 and 5.1.2 herein.

Reference materials

Staff Regulation 1.2.3.5: Remote work

Staff Rule1.2.3.d: Exceptional work arrangements outside the office premises of the duty station

Presidential Directive No. 05/2022 Setting out the Operational Framework for Remote Work

5.2 Internal and Public Communications

Communication is a key element in building and maintaining the good reputation of the Bank. The internal and external communication policy is defined by the Communication & External Relations Department.

The President of the Bank is the only person allowed to communicate on behalf of the Bank. Staff Members can communicate on the technical aspects of their work in the best interests of the Bank, in compliance with the general principles of ethics and with Article 14.3 (Media, Conferences and Similar Events) of the Code of Ethics in particular, and other relevant texts of the Bank such as the new Presidential Directive 09/2024 promulgating the Handbook of the African Development Bank on the Use of Social Media issued by the President on 30 August 2024.

Staff Members shall exercise great care and prudence in making public statements or communicating on social networks and shall give due consideration to the possible implications of, and reaction to such statements. Staff Members shall exercise professionalism in ensuring that such public statements do not embarrass themselves, the Bank or any member country of the Bank.

Reference materials

- Staff Regulation 1.2.6: Discretion
- Staff Rule 1.2.5.c: Public pronouncement and breach of oath of confidentiality
- Presidential Directive 09/2024 promulgating the Handbook of the African Development Bank on the Use of Social Media issued by the President on 30 August 2024.

SCENARIOS

Confidentiality of Information

"One day, a senior member of Management came to you and asked for information from the personnel files. The Manager specifically wanted to know the medical status of another Staff Member. You know that as a Staff Member responsible for the custody and confidentiality of Staff records, you are not supposed to disclose this information to anyone. However, this is a senior member of Management, and you are aware that releasing this information could affect the way the Manager will view or treat the Staff Member in question."What should you do?

You will need to respectfully tell the senior member of Management that you are not permitted to disclose such information, and you should follow it up with an email or memorandum to the Manager to the effect that the Bank provisions do not allow you to provide the requested information.

You are a Staff Member of the Bank and part of your job responsibilities is to manage and update confidential data of Staff Members. These files are not to be viewed by anyone outside of your department and you are not allowed to speak about anything you see in the files with anyone.

The Bank holds personal data on employees, suppliers, and other individuals, including prospective and former employees. We must absolutely respect the confidential nature of any personal data we handle, and we have a responsibility to keep it secure at all times. We will not generally collect or use such information at all unless the person explicitly agrees that we can, or in exceptional circumstances as permitted or required by governing laws of host countries where the Bank operates.

CHAPTER 6

FIGHTING CORRUPTION IN THE WORKPLACE

6.1 Zero Tolerance for Corruption

The Bank has zero tolerance for corruption and will never support or participate actively or passively in acts of corruption, regardless of their form.

6.1.1 Staff Members shall ensure that they conduct both their professional and private affairs in a corrupt-free manner given that any appearance, behaviour or attitude that may be considered as an act of corruption could significantly tarnish the reputation of the Bank.

6.1.2 Staff Members should exercise due care when interacting with government officials (all persons paid directly or indirectly by the budget of a government) to ensure that there is no hint of impropriety in their communication and actions. Staff Members must not accept or promise to accept anything that could be perceived as intended to influence their decisions in the Bank. Allegations of corruption can seriously harm the activities and the reputation of the Bank.

6.1.3 It is essential that we comply with Bank policies on anti-corruption. Any Bank Employee who violates the Bank's policies or the anti-corruption provisions in force in Regional Member Countries shall be liable to disciplinary action, which may include dismissal.

Reference materials

- Staff Regulation 1.2.5.2: Staff conduct
- Staff Rule 1.2.5.e: Fraud and corruption
- Guidelines for preventing and combating corruption and fraud in Bank Group Operations

SCENARIOS

Fight Against Corruption

"You are leading a project financed by the Bank. You discover that the Contractor that has been engaged to complete the works has paid a bribe to the Local Government Official in relation to your project. At this point in the construction, it would be very difficult to get another contractor to take over the project and any change would cause significant delays in construction and cause the Bank to breach other commitments with surrounding communities. The contractor is aware that you are informed of the situation, and he offers you a bribe to buy your silence."

As Project Manager, what would you do ?

You must not accept any bribe. As Staff Members of the Bank, we need to exercise care when offering and accepting gifts and entertainment. You also have an obligation to report any wrongdoing including corruption. In this case, you should alert Management immediately. In case of doubt, please reach out to the Integrity and Anti-Corruption Department (PIAC) or the Ethics Office (PETH).

The regulations and rules of the Bank and the laws of the countries where the Bank operates make it illegal to pay bribes to any Bank employee or Government Official.

The Bank will not condone, under any circumstances, the offering or receiving of bribes in any form. A bribe is anything intended to create a feeling of obligation or incentive in the recipient – money, gifts, entertainment, services or offers of employment can all be bribes.

CHAPTER 7

TRANSPARENCY AND ACCURACY IN FINANCIAL TRANSACTIONS

7.1 Sincerity in Financial and Business Transactions

The Bank is bound by accounting requirements and traceability obligations with respect to financial and business transactions. We must absolutely comply with them.

All our books, records, accounts and financial statements must be kept meticulously. We must increase our internal controls to allow us to show that our financial records are accurate and made in accordance with applicable regulations.

7.2 Attitudes to Avoid

Some of the attitudes to avoid (though not exhaustive) include:

1. Falsifying mission reports;
2. Approving or making a payment when you know that a portion of that payment will be used for purposes other than those described in the financial report; and
3. Committing fraud in the preparation, evaluation, review or audit of any financial document, including concealment or falsification of data.

Reference material

Staff Rule 1.2.5-d
Financial Transactions
& Business Interests

CHAPTER 8

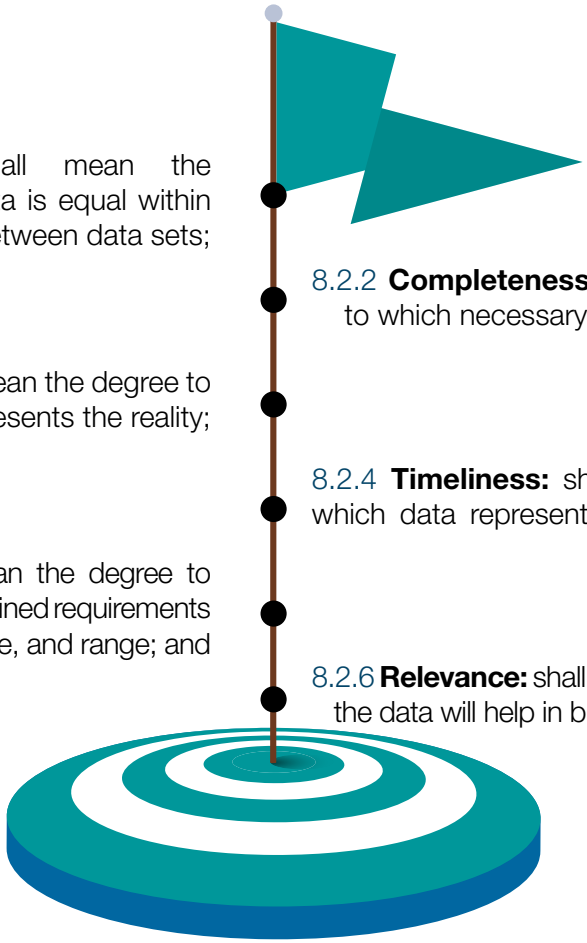
DATA QUALITY

8.1 Reliability of Data

The Bank, its shareholders and other stakeholders rely on data produced by the Bank in their various decision-making processes. Poor quality data can result in unreliable decision-making and could create serious reputational, operational, and economic risks for the Bank as well as third parties relying on its data. Bank Employees shall provide and use consistent, complete, accurate, timely, reliable, valid and relevant data.

8.2 For purposes of data quality

8.2.1 **Consistency:** shall mean the degree to which the data is equal within and between data sets;



8.2.2 **Completeness:** shall mean the degree to which necessary data is available for use;

8.2.3 Ac**curacy:** shall mean the degree to which the data represents the reality;

8.2.4 **Timeliness:** shall mean the degree to which data represents reality at the required point in time;

8.2.5 **Validity:** shall mean the degree to which the data is within defined requirements like format, type, and range; and

8.2.6 **Relevance:** shall mean the degree to which the data will help in business decision- making.

CHAPTER 9

CORPORATE SOCIAL AND ENVIRONMENTAL RESPONSIBILITY

9.1 Corporate Social Responsibility

We are collectively committed to ensure that resources are distributed on a need basis and equitably.

We must collectively respect the duty to bring to the attention of the Bank and its stakeholders, situations where resources are inadequate or where the distribution of resources, policies and practices are oppressive, unfair, or harmful.

Corporate Social Responsibility is embedded in the Bank's global development approach in delivering its commitments.

The Bank and its Staff Members have a collective Corporate Social Responsibility to promote social equity and wellbeing in relation to society and to the people with whom the Bank works.

We must respect our obligation to challenge social conditions that contribute to social exclusion or stigmatisation and to work towards an inclusive society.

9.2 Environmental Responsibility

The Bank recognises that environmental responsibility is fundamental and integral to designing and delivering development projects and Bank operations.

9.2.1 In the Bank's development projects and operations, adverse effects on the community, the environment and the natural resources are to be minimised while safeguarding the health and safety of Staff Members, Stakeholders and societies at large.

9.2.2 In designing and implementing its development projects in its offices at Headquarters as well as in the Regional and Country Offices, the Bank strives to minimise the environmental impact. It is our collective responsibility to seek to reduce the environmental impact wherever possible.

CHAPTER 10

ETHICAL LEADERSHIP

10.1 Tone from the Top

Managers have an increased ethical responsibility. They should act as role models by upholding the highest standards of conduct to ensure a good work environment.

The Bank is an international organisation entrusted with the mission of economic and social development of the countries and populations on the continent of Africa. The success of the Bank in the realisation of its mission requires compliance with a set of ethical principles and values in the design, planning, implementation, monitoring and evaluation of its development programmes.

The behaviour of managers of the Bank should, at all times, reflect the principles and values of the Bank. The exercise of authority shall be normal, reasonable, and devoid of abuse. This authority shall include the right to supervise and control the discharge of duties and to give instructions for the performance of assignments.

10.2 Lead by Example

Managers shall “lead by example” and adopt a set of behaviours which shall serve as models of good conduct, proper attitude, and ethical decision- making. They shall ensure that those under their authority shall comply fully with the Code of Ethics.

A good work environment is one where there is fairness, impartiality, and respect for human dignity, essentially an environment free of favouritism, intimidation, hostility, any form of harassment and abuse of authority. Managers should communicate the Code of Ethics and other applicable policies to their team members. They must provide orientation to their staff on the provisions of the Code of Ethics.

Managers shall ensure that they use their position of leadership to build and maintain a harmonious workplace that is based on mutual respect. They shall remain open to different views and opinions and effectively guide and motivate team members by giving constructive feedback.

CHAPTER 11

ETHICS IN PRIVATE LIFE AND IN THE COMMUNITY

11.1 Responsible Citizen

The Bank respects the private life of its Staff Members. It strives to ensure a balance between work and the private lives of its Staff Members.

The Staff Members are encouraged to act with discretion and simplicity outside working hours during social interactions and in public places.

To avoid the Bank intervening in their private and personal lives, Staff Members should act responsibly in their private lives and refrain from any conduct that could tarnish the image, reputation, credibility, and integrity of the Bank.

Proper civic behaviour shall mean, abiding by the law, honouring personal, legal and financial obligations; refraining from indulging in or making oneself guilty of criminal offences, such as physical aggression, domestic violence, counterfeit activities, use or possession of illicit drugs or other prohibited substances; and avoiding public expression of one's convictions on controversial issues.

11.2 In the Community

Being a responsible citizen implies adopting proper civic conduct in society.

This shall mean abiding by the laws as well as the common standards of the society in which the Staff Member lives.

During her/his social interactions, a Staff Member shall ensure that her/his attitude and behaviour do not create tensions or conflicts that could escalate to a level which would be prejudicial to the Staff Member herself/himself, the Bank or both. In the interests of the Bank, the Staff Member shall not abuse the privileges and immunities conferred on her/him for professional reasons.

CHAPTER 12

ETHICS VIS-À-VIS THIRD PARTIES

12.1 Governments, Local Communities, Clients, Partners, Suppliers, and Other Third Parties

The Bank, in its business relations, shall ensure compliance with good governance, gender equality, and environmental protection. The Bank's Staff Members shall maintain professional and courteous working relations with third parties.

A Staff Member shall not benefit directly or indirectly from their Bank-related professional relations with third parties. He/she shall place the interests of the Bank above his/her personal relations.

In the performance of his/her professional duties, a Staff Member shall, at all times, remain independent of any person or entity foreign to the Bank. This implies that Staff Members shall not accept instructions or directives from third parties and should not give in to attempts that the member states of the Bank could make to influence Staff Members in the performance of their duties.

12.2 Selection and Fair Treatment of Business Partners

The relations of the Bank with its business partners go beyond the purchase of goods and services.

Therefore, we collectively must encourage the selection of business partners based on open and competitive bids.

We must ensure that offers are subject to comparisons and are considered fairly and without favouritism based on the policies in effect and based on the Delegation of Authority Matrix (DAM).

Reference material

Delegation of Authority Matrix (DAM)

CHAPTER 13

CONFLICTS OF INTEREST

13.1 Conflict of Interest Situations

A Conflict of Interest occurs when a Staff Member's personal interests compete with those of the Bank. In such a situation, the Staff Member's personal interests may inappropriately influence his/her actions or decisions and/or interfere with the performance of their official duties.

The presence of a conflict of interest disqualifies the Staff Member from taking any decision on behalf of the Bank on any question and/or any activity to which the conflict relates. To preserve his/her credibility and impartiality as well as those of the Bank, a Staff Member should act with all due diligence and prudence to avoid conflicts of interest.

13.2 Disclosure or Declaration of Conflict of Interest

13.2.1 The Annual Declaration of Interest

It is mandatory for all Staff Members to participate in the annual declaration of interest exercise.

When disclosing a Conflict of Interest in his/her annual declaration exercise, the Staff Member shall consult the Ethics Office, which offers advice and guidance on issues of conflicts of interest. It is the obligation and responsibility of a Staff Member to disclose any ties that may be considered as actual, perceived or potential conflict of interest. Failure to comply with these conditions may give rise to disciplinary action. The declaration allows the Ethics Office to reduce the risks and consequences that could emanate from inappropriate or late handling of such cases.

13.2.2 Disclosure when faced with a Conflict of Interest situation at any time

A Staff Member who is faced with a Conflict of Interest situation, at any point in time, shall disclose the conflict and recuse him/herself from the situation. In case of doubt, Staff Members are encouraged to contact the Ethics Office for advice.

13.3 Types of Conflicts of Interest

13.3.1 Potential Conflict of Interest

A Potential Conflict of Interest is a conflict that may develop out of existing facts or situations. Even when it does not yet exist, a change in the situation could create the conflict. Such a situation should be avoided as it could create an appearance that could sully the reputation of impartiality or credibility of the Staff Member, the Bank or both. In case of doubt, Staff Members are encouraged to contact the Ethics Office for advice.

13.3.2 Perceived Conflict of Interest

A Perceived Conflict of Interest occurs in situations where others, looking at a situation or set of facts, believe that a Staff Member's professional judgment or decision-making will be or could be potentially compromised because of their personal interests or relationships. The conflict is not yet proven, but it is possible. The situation should be analysed to avoid any doubt or suspicion.

13.3.3 Actual Conflict of Interest

An Actual Conflict of Interest is a situation where a Conflict of Interest actually exists. In the event of an actual Conflict of Interest, the Staff Member is required to withdraw from the case or situation that gave rise to the Conflict of Interest.

13.4 Personal Interests vis-à-vis Bank Interests

The source of the conflict could be an interest or relations with a person, a corporate body or an activity.

Examples of situations wherein personal interests could be in competition with those of the Bank and give rise to Conflicts of Interest are:

- Family or Marriage Ties – these concern biological and adoptive families as well as family by marriage and affinity. Marriage ties are created by marriage or living together.

- Family ties can be considered a source of conflict of interest. Where persons with certain specified family ties are ineligible for employment at the Bank under the Staff Rules, such persons shall not be offered any type of employment contract whatsoever by the Bank.

- The father, mother, brother, sister, son or daughter of a Staff Member shall neither be offered an appointment as a Staff Member nor engaged as a consultant or short- term staff (STS).

- The spouse of a Staff Member can be hired as a Bank Staff Member or engaged as a consultant following the normal selection procedures. The recruitment shall be subject to the following conditions:

    - He/she shall not be favoured and shall be subject to the recruitment process as provided by the Bank's Staff Regulations and Staff Rules
    - He/she shall not be assigned or reassigned to serve in the same division or unit as the other spouse;
    - He/she shall not be assigned or reassigned to serve in the same department of the Bank as the other spouse if the position of one of them is subordinate to the position of the other;
    - A spouse may be assigned or reassigned to serve in the same country or regional office as the other spouse, provided that neither supervises the other directly or indirectly; and
    - A spouse shall be disqualified from participating in the process of making or reviewing any administrative decision affecting the other spouse.

Any person who is related to a Staff Member through one of the aforesaid ties shall in form the Ethics Office of their relationship in order to prevent or manage any Conflict of Interest.

Conflict of interest can also concern:

- financial ties;
- gains, gifts or benefits; and
- former, potential, and subsequent employment.

Reference material

Staff Rule 2.0.10-a : Limitations on the employment of family members

Scenarios of some types of Conflict of Interest are provided below:

SCENARIOS

Scenarios of Conflict of Interest

An Actual Conflict of Interest:

"I am responsible for procurement in a particular project at the Bank, and I am in negotiations with the bidders. At the same time, I am seeking employment with one of the bidders.

This is an Actual Conflict of Interest situation, and I should recuse myself from the procurement process on this project.

A Perceived Conflict of Interest:

"I am responsible for procurement for a particular project at the Bank, and I am in negotiations with the bidder companies.

The CEO of one of the bidder companies is my cousin-in-law. I have a strong reputation at the Bank for honesty and integrity and I am the procurement officer who is most familiar with the project."

This is a Perceived Conflict of Interest situation, and I should disclose and recuse myself from the procurement process on this project.

A Potential Conflict of Interest:

"I am very attracted to a colleague (fellow Staff Member) and we begin to see each other romantically. I am likely to have influence over his/her job assignments or evaluation of his/her performance."

This is a Potential Conflict of Interest situation, and whenever the situation occurs, I should recuse myself from all circumstances in which I am likely to be in a position to influence his/her job assignments or evaluation of his/her performance. This might mean the fellow Staff Member may need to move to another Division or Department to prevent the Potential Conflict of Interest.

Other Scenario

"I just joined the Bank and I have a hotel managed by my family in one of the Regional Member Countries. The Hotel has in the past accommodated Bank Staff that were on a mission in that country."
Could this become a conflict of interest and if so, what should I do?

Owning a hotel that does business with the Bank is a Potential Conflict of Interest, particularly if it is directly managed by your family members. Such assets should be disclosed to the Ethics Office. In addition, if certain circumstances arise, like you are required to go on a mission in this Country or if you want to advertise the Hotel within the Bank, this clearly represents a conflict of interest. You should seek guidance from the Ethics Office. You must also disclose such personal interests that could conflict with Bank interests.
Financial Disclosure and Declaration of Interest

Why do I need to complete a disclosure form ?

The Bank requires that employees complete the disclosure form to ensure that we manage potential, perceived and actual conflicts of interest to mitigate the reputational risk for both the Staff Members and the Bank. By doing so, we verify if there exist any prohibited financial or personal interests that could present a conflict with our official duties. The disclosure programme also helps raise awareness about our responsibility to conduct ourselves appropriately as international civil servants and reaffirms our commitment to integrity. These types of disclosure programmes are considered best international practices. Non-completion of the disclosure form could expose a Staff Member to disciplinary action.

CHAPTER 14

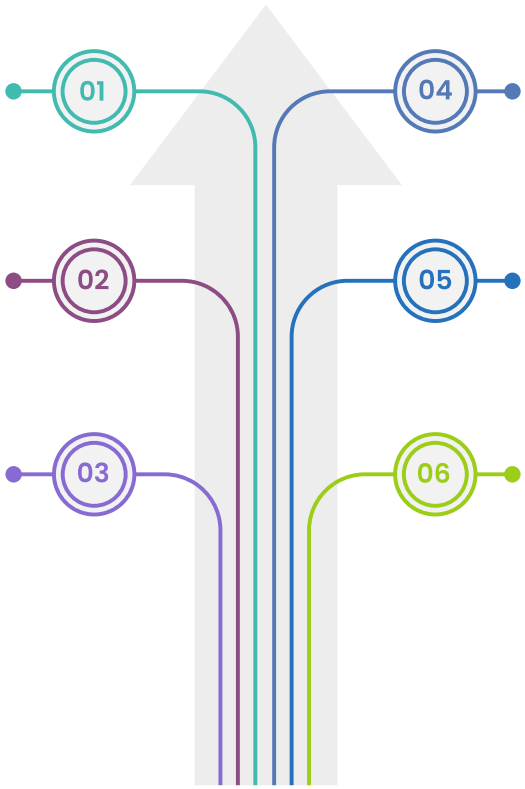
EXTERNAL AND POLITICAL ACTIVITIES

14.1 External Activities:

This provision applies to Staff Members on duty or on leave. External activity shall mean any occupation that is different from the professional duties of the Staff Member within the Bank.

Staff Members shall ensure that the interests of the Bank are not compromised by their external activities.

Staff Members shall also ensure that the exercise of external activities



01 does not create a conflict of interest;

02 is compatible with the status of an international civil servant

03 does not interfere with the performance of professional duties within the Bank;

04 takes place outside working hours;

05 does not give rise to the utilisation of Bank resources and property as defined in Chapter 4; and

06 does not generate material and financial gains which could influence the Staff Member's independence, efficiency, dedication, or loyalty with respect to the discharge of her/his professional duties within the Bank.

Reference materials

- Staff Rule 1.2.5-a: External activities
- Staff Rule 1.2.5-b: Remuneration for External activities

14.2 Political Activities

The Bank is an international organisation that seeks to ensure the wellbeing of populations of the African continent at large. It is normal for a Staff Member to take an interest in the civic and political affairs of her/his country.

However, the participation of a Staff Member in such activities could create a perception that the Bank is partisan or seeks to influence the domestic politics of a member country.

Consequently, a Staff Member who plans to actively engage in politics should, beforehand, seek advice and guidance from the Ethics Office.

Reference material

- Staff Rule 1.2.8-a: Political activities

14.3 Media, Conferences and Similar Events

In principle, the President is the institutional spokesperson of the Bank. However, in the drive to enhance openness and transparency and to strengthen the development effectiveness of the continent, the Bank encourages its Staff Members to disseminate information relating to its operations, in keeping with the Disclosure and Access to Information Policy, bearing in mind the exceptions stipulated in Chapter 5 (Section 5.2) of the present Code.

In this context, Staff Members, in agreement with their supervisors, are authorised to express themselves publicly in a diligent and responsible manner on the purely technical aspects of their professional activities inside and outside the Bank, which are neither confidential nor sensitive. In contrast, a Staff Member is not allowed to express herself/himself in the name of the Bank or represent the Institution without explicit authorisation or delegation of the Bank.

Reference materials

- Bank Group Policy on Disclosure and Access to Information
- Staff Rule 1.2.5-c: Public pronouncements and breach of oath of confidentiality
- Staff Rule 1.2.6-a: Preservation of confidentiality
- Presidential Directive 09/2024 promulgating the Handbook of the African Development Bank on the Use of Social Media issued by the President on 30 August 2024

14.4 External Activities Encouraged by the Bank

Subject to these reservations, the Bank encourages external activities that facilitate contacts with public or private institutions and contribute to strengthening the professional and technical competence of Staff Members.

A Staff Member should determine if her/his participation in an external activity requires her/him to seek prior authorisation from the Ethics Office.

However, authorisation by the Ethics Office shall not exonerate a Staff Member from the obligation of acting with tact and reserve or refraining from making any controversial statements that could put the Staff Member or the Bank's name and image in disrepute.

Reference materials

- Staff Rule: 1.2.5-a- External activities
- Staff Rule: 1.2.5 -c Public pronouncements and breach of oath of confidentiality

14.5 Books, Articles or Other Publications:

A Staff Member who wishes to publish a book, article or other publication shall be required to:

- Comply with Chapters 5 and 14 of the present Code;
- Obtain prior written authorisation to use information belonging to the Bank, as defined in Chapter 5 of the present Code; and
- Indicate in the publication: «The opinions expressed here are those of the author and do not necessarily reflect those of the Bank».

Reference materials

- Staff Rule: 1.2.5-a-: External activities
- Staff Rule 1.2.5-c: Public pronouncements and breach of oath of confidentiality
- Staff Rule 1.2.6-a: Preservation of confidentiality

14.6 Obligations after Cessation of Activities in the Bank:

Unless otherwise explicitly authorised, departure from the Bank shall not exonerate a Staff Member from compliance with certain provisions of the Code of Ethics, and non- compliance in such cases may give rise to legal proceedings. This concerns provisions stipulated in Chapters 5 and 13 of the present Code.

SCENARIOS

External Engagement

"A University in a Bank Member Country has invited me to lecture on the topic of my speciality. This lecture will not be remunerated, but hotel room and living expenses will be made available by the University."

Is this one-time activity allowed?

Such activities are considered external activities and are allowed under certain conditions indicated in Chapter 14 of the Code of Ethics. However, we need to keep in mind that Staff Members are expected to devote their time during working hours to the activities of the Bank. When considering offers of external activities, which may give rise to conflicts of interest, Staff Members should discuss with their supervisors and consult with the Ethics Office

CHAPTER 15

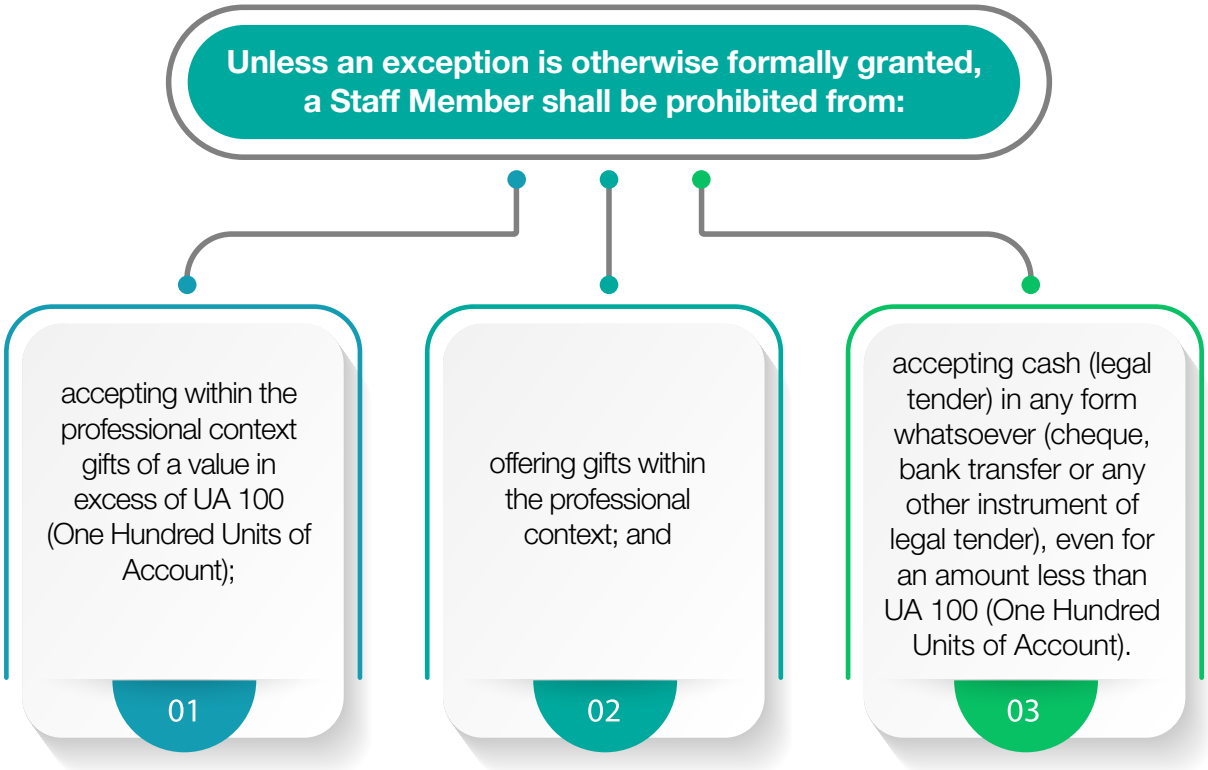
GIFTS AND HOSPITALITY

15.1 Key Principle Regarding Gifts

The ethical principle is that the Staff Member should decline receiving any type of gift proposed or offered both within the context of official duties and outside the work environment. The objective of this principle is to safeguard the independence and impartiality of Staff Members and preserve their reputation as well as that of the Bank.

15.2 Definition and Declaration:

"Gift" shall mean any benefit, favour, promise, loan, advance, compensation, commission, cash, honorarium, costs, free service, payment, decoration, honour, discounts for the purchase of goods or services, or any other property (movable or immovable), any article or object supplied, proposed, or offered to a Staff Member, or to a member of her/his family.



Furthermore, unless an exception is otherwise formally granted, all gifts, whatever their value, should be reported to the Ethics Office and logged into the Gifts Management System on the Bank's intranet within two (2) working days of the date of acceptance or refusal.

15.3 Acceptable Gifts

Subject to the conditions listed below, Staff Members may accept certain gifts provided that they are not offered continuously, frequently or repetitively. However, they should be reported immediately. These include:

- Non-monetary gifts of a value less than UA 100 (One Hundred Units of Account);
- Gifts offered under circumstances where refusal or non-acceptance by the Staff Member could constitute a breach of protocol or a diplomatic embarrassment for the Bank;
- Medals, decorations, and honorific distinctions offered for authorised external activities or activities which preceded the Staff Member's assumption of duty in the Bank;
- Gifts between colleagues, unless otherwise formally prohibited; and
- Perishable gifts.

Reference materials

Staff Regulation 1.2.7: Outside honours and decorations

Staff Rule 1.2.7-a: Gifts, outside honours and other favours

Administrative Instruction No. 01/2024 Concerning the Rules for Acceptance, Declaration and Disposal of Gifts, Honours, Decorations, Remuneration, Favours and Hospitality

SCENARIOS

Gifts and Other Benefits

"After having successfully finalised a project proposal in a Regional Member Country, a Director in the Ministry of Finance wants to take Bank Staff out to dinner."

Is this invitation acceptable ?

For services rendered by virtue of their employment with the Bank, Staff should not accept any gifts or favours from any government or any authority or any person external to the Bank. In this scenario, if this invitation is to recognise the good work of the group and is considered part of customary business hospitality, you may accept the invitation. When in doubt about invitations such as these, consult the Ethics Office for guidance.

CHAPTER 16

THE MANAGEMENT OF ETHICS AND STAFF INTEGRITY: PREVENTION AND COMPLIANCE

16.1 Mandate of the Ethics and Staff Integrity Functions

The Ethics Office has the mandate to provide advice as well as guidance to Management and staff on matters related to ethics and conduct of the Bank's staff in the workplace, by being the anchor of the ethics culture at the Bank and ensuring awareness and understanding of the Bank's core values and ethical standards.

The Ethics Office is responsible for the proposal, application and interpretation of ethical values, principles, and policies.

The Ethics Office advocates for a culture based on ethics and integrity by providing ethical advice and orientation to Staff, Senior Management, People and Talent Management Vice Presidency (PTVP), and the Bank in general, as well as by initiating administrative inquiries on cases of potential misconduct. The Ethics Office is not a conflict resolution organ.

Reference material

Staff Rule: 1.2.5-g-
Ethics Office

16.2 Independence of the Ethics Office

The Ethics Office is the exclusive, formal organ with ethical expertise in the Bank. It operates in an independent and confidential manner.

To preserve its independence, it shall receive no pressure or influence from any person, organ or entity. In case of breach of independence, the Ethics Office can seek the intervention of the Bank's Board of Directors.

16.3 Obligation to Report Alleged Misconduct

Any person who has information indicating that a Staff Member has committed or is on the point of committing a misconduct has a general duty to report the matter.

Issues relating to ethics shall be submitted to the Ethics Office by Staff Members and Senior Management of the Bank or by any entity or person external to the Bank. The Ethics Office shall be competent for any issues relating to the present Code as well as for issues relating to:

- Professional conduct;
- False allegations;
- Harassment;
- Conflict of interest;
- External activities;
- Data privacy;
- Misuse of bank property;
- Unjustified discrimination;
- Non-compliance with legal and financial obligations;
- Reprisals; and
- Any other acts concerning unethical behaviours.

16.4 Submission or Reporting of Cases

A matter could be reported to the Ethics Office in person, anonymously, by e-mail, through Ethics Point or by telephone. The Ethics Office shall not be used for personal reprisal and/or as a tool of retaliation. Reporting an alleged case of misconduct, in bad faith with a view to discredit the reputation of another person shall in itself constitute misconduct.

Reference material

Staff Rule 1.2.5.f:
Code of Ethics

16.5 Protection Against Retaliation

The Bank condemns every form of retaliation and shall ensure persons who report misconduct are protected from retaliation. Any retaliation against a person who submits a report of unethical conduct in good faith shall constitute misconduct.

16.6 Time Limits

In order to facilitate an effective review of the allegations of misconduct and the resulting investigations by the Department of Integrity and Anti-Corruption, Staff Members should report cases of misconduct as early as possible from the date on which they learnt about the alleged misconduct.

16.7 Enquiries:

The breach of the provisions of this Code does not require the existence of malicious or culpable intent. Improper conduct may exist even without intent and an investigation or enquiry can be initiated to determine whether misconduct occurred or not, regardless of the intent of the individual(s) who committed the acts. Such an investigation shall be sanctioned by a decision of the People and Talent Management Vice Presidency (PTVP) as appropriate.

16.8 Operating Guidelines for the Personnel of the Ethics Office:

As ethics professionals, the personnel of the Ethics Office have a higher responsibility towards the Staff and the Bank. In light of their responsibilities, they shall be held to higher standards of ethics and integrity as applicable to ethics professionals. They shall be bound by an obligation of confidentiality, discretion, integrity and impartiality towards the discharge of their duties.

The Ethics Office Staff are subject to the deontology of professional ethics. Thus, ethics professionals are bound by an ethical oath of service, and they shall not be called upon whether as individuals or as a group to testify before any person, organ or entity concerning their duties and functions as personnel of the Ethics Office.

CHAPTER 17

ADOPTION AND REVISION OF THE CODE OF ETHICS

17.1 Adoption and Revision

The present Code of Ethics shall be a part of the Bank Rules. It shall also form part of the employment contract of a Staff Member as stipulated in Chapter 1 of the present Code. By adopting this Code of Ethics, the President entrusts to the Ethics Office, the power to request a revision or repeal of the Directives, Instructions and Policies that are in contradiction with the provisions of this Code. The present Code can be modified or revised at any time on the initiative of the Ethics Office.

This Code of Ethics is adopted on: 24 July 2025

17.2 Entry into Force

The date of Entry into Force of this Code of Ethics: 24 July 2025

HOW TO CONTACT THE ETHICS OFFICE

Encouraging a Speak-up Culture

Email: ethics@afdb.org

Help Line: + 225 27 20 26 11 12

Vocal message Line: + 225 27 20 26 11 13

Ethics Point: afdb.peth.ethicspoint.com or www.afdb.peth.ethicspoint.com

Online Gifts Disclosure Application: Intranet - https://gifts.afdb.org/gift/giftUser/login

Online Disclosure of Interests: https://doi.afdb.org/

Microsite: https://intrabank.afdb.org/en/microsites/ethics-office

Original: English

AFRICAN DEVELOPMENT BANK

PRESIDENTIAL DIRECTIVE No ____/2025
CONCERNING THE REVISED CODE OF ETHICS

Issued by the President on 24th July 2025.

1. INTRODUCTION

This Presidential Directive (the "Directive") is issued pursuant to (i) the provisions of Articles 37 (The Office of the President) and 50 (Status) of the Agreement Establishing the African Development Bank (the "Bank"), (ii) Rules 1.2.5-f (Code of Ethics) and 1.2.5-g (Ethics Office) of the Staff Rules of the Bank and (iii) the provisions of Presidential Directive No. 03/2002 concerning the African Development Bank Directives System.

2. PURPOSE

The purpose of this Directive is to repeal the Code of Ethics and Guiding Principles adopted on 13 April 2018 and promulgate and replace it with the Revised Code of Ethics annexed hereto.

3. IMPLEMENTATION

The Revised Code of Ethics annexed hereto shall be effective from the date of signature of this Directive and shall be disseminated from time to time as required by the Ethics Office.

4. ABROGATION

This Directive abrogates and supersedes all other previous instructions and directives on the same subject, in particular Presidential Directive No. 01/2018 promulgating the Guiding Principles and Code of Ethics of the African Development Bank issued on 13 April 2018.

5. ENTRY INTO FORCE

This Directive shall enter into force on the date of its signature.

Akinwumi A. Adesina
President



AFRICAN DEVELOPMENT BANK GROUP