Example roles and responsibilities

# Example by elements of the framework

| Element | Custodian | Responsibility | Status |
| --- | --- | --- | --- |
| Clear expectations | Authority head | e.g. accountable for developing, implementing and reinforcing expectations, and taking action on non-compliance | e.g. include date expectations were endorsed and next review date |
| Senior leadership team | e.g. responsible for implementing, reinforcing and advising on expectations |
| Communications | e.g. responsible for ensuring expectations are well written, accessible (on intranet) and maintained/current |
| Individuals | e.g. responsible for complying with expectations and holding each other to account |
| Legislation and regulations | e.g. board, senior leadership team, audit committee, conduct and standards, legal counsel |  |  |
| Risk analysis and planning for integrity | e.g. board, authority head, senior leadership team, internal audit, audit committee, risk owners |  |  |
| Internal controls, audit and governance | e.g. board, senior leadership team, audit and risk, audit committee, conduct and standards, human resources |  | e.g. include link to an established policy register or annual assurance activities |
| Fraud and corruption detection systems | e.g. board, senior leadership team, audit committee, conduct and standards, data and analytics |  |  |
| Values and standards | e.g. senior leadership team, managers at all levels, human resources | e.g. set by authority head; leaders and managers responsible for modelling appropriate behaviours and taking action on integrity issues |  |
| Leadership and management attitude | e.g. senior leadership team, communications, conduct and standards, human resources, leaders and managers |  |  |
| Organisation culture | e.g. board, senior leadership team, leaders and managers, human resources |  |  |
| Integrity education and capacity | e.g. senior leadership team, human resources, conduct and standards, communications, leaders and managers |  |  |
| Response to integrity breaches | e.g. authority head, senior leadership team, human resources, industrial relations, conduct and standards, PID officer |  |  |
| Self-analysis and review | e.g. senior leadership team, internal audit, audit committee, risk owners, leaders and managers |  |  |
| Oversight | e.g. board, authority head, senior leadership team, audit committee, leaders and managers |  |  |

# Example by position/group

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| Position/group | Examples of roles and responsibilities under the framework |
| Authority head | * Accountable for integrity overall
* Set expectations
* Oversight of framework
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| Integrity committee | * Identify, share and support good integrity practice across functional areas
* Promote awareness of fraud and corruption risks and strategies to detect events different to what is considered standard, normal or expected
* Routinely report on its work and integrity related trends to senior leadership team
* Recommend new actions or initiatives to support integrity
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| Leaders and managers | * Promote integrity and prevent misconduct and corruption
* Ensure internal controls, policies and procedures are operationalised
* Ensure obligations are met
* Model appropriate behaviours and standards
* Manage, respond to and report integrity breaches or issues as they arise
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