



**workiva**  
**Anti Bribery**

# Anti Bribery

Like all businesses, Workiva is subject to various laws that prohibit bribery in virtually every kind of commercial setting. The rule for us at Workiva is simple - don't bribe anybody, anytime, for any reason.

You should also be careful when you give gifts and pay for meals, entertainment or other business courtesies on behalf of Workiva. We want to avoid the possibility that the gift, entertainment or other business courtesy could be perceived as a bribe, so it's always best to provide business courtesies infrequently and, when you do, keep the value nominal.

Never give gifts to thank government officials for doing their jobs. Offering gifts, entertainment or other business courtesies that could be perceived as bribes becomes especially problematic if you're dealing with a government official. "Government officials" include any federal, state or municipal government employee; candidate for public office; or employee of government-owned or controlled companies, public international organizations, or political parties. This includes officials from any jurisdiction or government organization.

Several laws around the world, including the U.S. Foreign Corrupt Practices Act the UK Bribery Act, and the Canadian Corruption of Foreign Public Officials Act specifically prohibit offering or giving anything of value to government officials to influence official action or to secure an improper advantage. This not only includes traditional gifts, but also things like meals, loans, investment opportunities, travel, political or charitable contributions and job offers for government officials' relatives.

Before offering any gifts or business courtesies to a government official, you should contact Workiva's Ethics & Conduct team to obtain pre-approval.