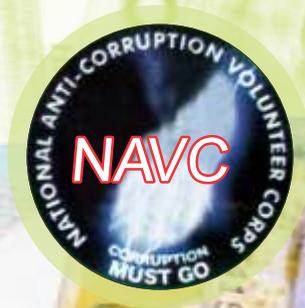




INDEPENDENT CORRUPT PRACTICES
AND OTHER RELATED OFFENCES
COMMISSION

COUNSELLING OTHERS ON 'WHAT TO DO'



2015

TRAINING MANUAL

NATIONAL ANTI CORRUPTION VOLUNTEER CORPS

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OBJECTIVES:

- 1) To provide trainer with the facts that will enable them give informed and ethically sound advice to people in dilemma or in need of counselling.
- 2) To fill one of the major mandates of Volunteers, which is the provision of information and guidance on corruption and related issues?

CONTENTS:

- What is counselling?
- Its importance to the fight against corruption and lack of integrity in the society.
- Steps in counselling
- Quality of Counselors
- Handling conflicts of interest dilemma
- Reporting corruption and follow-up

WHAT IS COUNSELLING?

Counselling involves interaction between two or more people in which one person assists the other(s) to make informed and sound decision (s). It is a means of value re-orientation and guidance, for positive transformation of the society.

IT'S IMPORTANCE

Counselling is important in the crusade against lack of integrity and corruption in the society. Our attitude, behaviour and actions are usually the results of our values, which are influenced by (a) the family (b) peers, (c) religion/beliefs (d) the media (e) personal experience and (f) the quality and quantum of information available.



Facilitator to explain that:

- 1) Counselling provides better information on corruption and how to control it.
- 2) It enables individual to take voluntary decision based on acceptable values.
- 3) It fosters interaction between the (NAVC) counsellors and client (public) in which nagging questions, rumours, misconceptions and dilemma are resolved ethically.
- 4) It allows the client to understand and evaluate his/her attitude/perception and values to corruption.

STEPS IN COUNSELLING

The following steps may be followed to counsel individuals to make informed decisions regarding corruption situations:

1. Comfort the person seeking guidance in appreciative manner (relax and make the individual relax).
2. Specific needs and concern of the person must be identified so that you can respond to them helpfully.
3. Tell the person how various responses and information available (to you) can help him/her resolve the situation at hand.
4. Guide the individual(s) to making rational and informed decision(s).
5. If you cannot help him/her, direct or refer the individual(s) to appropriate low enforcement agencies.
6. Agree on when to follow up on decision(s) and /or action(s) taken or to be taken.

The acronyms, “CONNECTING IF” can help you to easily remember the steps.

Qualities of a Counsellor

Anyone that will counsel others regarding the problems of lack of integrity and corruption in the society must possess the following qualities:

- Must be a practitioner of integrity.
- Be knowledgeable about corruption and its control strategies, (Act 2000 and other publications by the ICPC) available as resources.
- Ability to give practical assistance in terms of scenario and referral to appropriate quarters.
- Ability to communicate effectively and devote time to confidence building/rapport.
- Ability to read non-verbal communication signs and elicit useful information.

Some Counselling Tips

- Relax and make individuals relax to have frank interaction.
- Be a reliable and factual source of information on corruption and its control.
- Create atmosphere of privacy, respect, trust and confidence building to be able to elicit hints to help you. Counselling is not interrogation and you should not be judgmental in anyway.
- Engage in dialogue, ask open-ended question to which the individual would respond from general questions of interest to specific ones on the subject matter, but do not judge even by your non-verbal communication.
- Be open about yourself in order to create rapport (don't tell lies and make up stories). Tell the individual what if you were involved.
- Ensure confidentiality unless waived by the individual.
- If you must err, err on the side of equity, justice and the law. Your counsel must therefore be along the same line. Demonstrate that individuals can always do something about lack of integrity and corruption in the society.





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