

CODE OF CONDUCT

SRI LANKA AIR FORCE

1. Introduction

1.1. The Sri Lanka Air Force (SLAF) is committed to maintain the highest standards of integrity, discipline, and professionalism in all its operations, interactions, and procurements. This Code of Conduct outlines the expected behaviour and responsibilities of all SLAF personnel including military officers, enlisted personnel and civilian employees, contractors, and third parties acting on behalf of the SLAF.

1.2. This Code of Conduct serves as a guiding framework to ensure ethical decision-making, prevent corruption, and promote public trust in the institution.

2. Core Principles

2.1. All members of the SLAF are expected to:

2.1.1. Act with “integrity”, “honesty”, and “professionalism” at all times.

2.1.2. Maintain “confidentiality”, “discipline”, and “respect” for laws, regulations, and institutional values.

2.1.3. Promote “transparency”, “fairness”, and “accountability” in all dealings.

2.1.4. Avoid any actions that could create or appear to create “conflicts of interest” or compromise impartiality.

3. Scope of Application

3.1. Act with “integrity”, “honesty”, and “professionalism” at all times.

3.2. Maintain “confidentiality”, “discipline”, and “respect” for laws, regulations, and institutional values.

3.3. Promote “transparency”, “fairness”, and “accountability” in all dealings.

3.4. Avoid any actions that could create or appear to create “conflicts of interest” or compromise impartiality.

3.5. This Code of Conduct applies to:

3.5.1. All ranks in all branches of the SLAF (officers, airmen/women, and civilian staff).

3.5.2. Contractors, consultants, agents, suppliers, and other third-party entities.

3.5.3. Any individual or organization involved in SLAF-related activities.

4. Anti-Bribery and Anti-Corruption Policy

4.1 **Prohibition of Bribery and Corruption.** The SLAF strictly prohibits any form of bribery, corruption, or unethical conduct, whether direct or indirect. This includes but is not limited to:

4.1.1. Offering, accepting, or soliciting bribes.

4.1.2. Facilitation payments to public officials.

4.1.3. Kickbacks, under-the-table deals, or misuse of influence.

4.1.4. Misuse of official positions for personal gain.

4.2 **Definition of Bribery.** Bribery refers to offering, giving, receiving, or requesting anything of value (monetary or non-monetary) to improperly influence an official act or decision.

4.3 **Political Contributions.** The SLAF does not engage in or support political parties or candidates. Any political activity must be conducted in a private capacity and without implying endorsement by the SLAF.

4.4 **Prohibited Sources.** SLAF Service Personnel shall not accept any gift, hospitality, or entertainment, directly or indirectly, from any prohibited source. A prohibited source includes:

4.4.1. Any person or entity seeking official or business services from the institution;

4.4.2. Any person or entity dealing or seeking to deal with the institution;

4.4.3. Any person or entity carrying out activities regulated by the institution;

4.4.4. Any person or entity with financial obligations that could influence the official duties of a public official;

4.4.5. Any person offering a gift solely because of the SLAF Service Personnel's rank, authority, or duties;

4.4.6. Any member of such prohibited sources; or

4.4.7. Any other source designated as prohibited by the relevant Commission or authority.

4.5 **Gift Disclosure and Administration.** There shall be a Gift Administration Committee within the institution, consisting of at least three members nominated by the Head of the Institution. The Gift Disclosure Administrator (GDA) shall serve as the Secretary to this Committee.

4.6 **Mandatory Disclosure.** Any SLAF official who receives a gift from any source must disclose it to the Gift Disclosure Controller in the prescribed form within twenty-four (24) hours of receipt or upon arrival at their place of work.

4.7 **Reporting Threshold.** A SLAF person in service must report any gift if the total value of gifts received from any one source exceeds **LKR 10,000** in a calendar year or if the gift exceeds the nominal value, defined as an amount not exceeding ten days' current national minimum wage. Such gifts must be reported to the relevant Command or Commander of the SLAF.

4.8 **Charitable Contributions.** Charitable contributions made under the name of the SLAF must be lawful, transparent, and approved by the appropriate authority. Employees must ensure such contributions are not used to conceal or facilitate corrupt acts.

4.9 **Record Keeping.** Accurate and detailed financial records must be maintained for all transactions, especially those involving procurement, contracts, and financial dealings. All gifts, hospitality, and benefits received or given must be declared appropriately.

5. **Procurement and Contractual Integrity**

5.1 **Ethical Procurement Practices.** Procurement processes in SLAF must be conducted with fairness, transparency, and competition. All tenders and Procurement contracts shall comply with national laws of Sri Lanka, current Procurement Guideline and Procurement Manual, Internal Directives, and International Best Practices.

5.2 **Due Diligence for Third Parties.** Due diligence must be performed on all third parties, including agents, consultants, contractors, and business partners. This includes background checks and assessments of their compliance with anti-bribery and anti-corruption laws.

5.3 **Contract Management.**

5.3.1. Contracts must be awarded based on merit, capability, and competitive pricing.

5.3.2. Any breach of contractual obligations must be addressed promptly and in accordance with legal and procedural frameworks.

5.3.3. In cases of force majeure or unforeseen circumstances, decisions must be made transparently and reviewed by the appropriate oversight body (e.g., DPC, MPC, and SHLPC).

5.4 **Reporting Irregularities.** Personnel who suspect or witness irregularities in procurement, contract execution, delivery or acceptance must report them immediately through proper channels.

6. Whistleblowing and Reporting Mechanisms

6.1 **Raising Concerns.** Any person covered under this Code of Conduct who suspects misconduct, fraud, bribery, or corruption must report it immediately to:

- 6.1.1. The appropriate Command.
- 6.1.2. The Provost Marshal of the SLAF.
- 6.1.3. The Head of Internal Affairs Unit or Integrity Officer.

6.2 **Protection of Whistle-blowers.** Whistle-blowers acting in good faith will be protected from retaliation, victimization, or adverse consequences. Reports will be treated confidentially and investigated thoroughly.

6.3 **Anonymous Reporting.** Anonymous reporting options are provided, and all cases reported must be subject to investigation.

7. Disciplinary Action

7.1 **Breach of Code of Conduct.** Any violation of this Code of Conduct will result in disciplinary action in accordance with Air Force law, local orders and regulations, and applicable legislation. Actions may include:

- 7.1.1. Reprimands or formal warnings.
- 7.1.2. Suspension or demotion.
- 7.1.3. Dismissal or discharge from service.
- 7.1.4. Criminal prosecution where applicable.

7.2 **Accountability.** All SLAF individuals have a heightened responsibility to uphold and enforce this Code of Conduct. Failure to address known violations may also result in disciplinary action.

8. Training and Awareness

8.1 **Mandatory Training.** All personnel must undergo regular training on ethics, anti-bribery, and anti-corruption practices. Specialized training will be provided to those involved in procurement, finance, and external relations.

8.2 **Continuous Improvement.** The SLAF is committed to fostering a culture of continuous learning and improvement. Personnel are encouraged to seek clarification and guidance when uncertain about ethical implications or procedures.

9. Monitoring and Review

9.1 **Oversight Responsibility.** The respective Commands which includes Officer Commanding, Commanding Officers, Base Commanders, Commandant, Director Generals and Provost Marshal and along with the Internal Affairs Unit (IAU), shall monitor compliance with this Code of Conduct and review its effectiveness regularly.

9.2 **Audits and Assessments.** Periodic audits and risk assessments will be conducted to evaluate the implementation of this Code of Conduct and identify areas for improvement.

9.3 **Amendments and Updates.** This Code of Conduct may be amended periodically to reflect changes in laws, regulations, or organizational priorities. Updates will be communicated to all personnel accordingly.

10. Final Statement

This Code of Conduct reflects the firm commitment of the SLAF to honour, integrity, and service to the nation. Every SLAF member plays a vital role in upholding these values and ensuring that the SLAF remains a trusted and respected institution.

By upholding this Code of Conduct, each member of the SLAF reinforces the shared mission of the SLAF to protect and serve the people of Sri Lanka with honour and integrity.

Effective Date: 01 October 2025