ANTI-BRIBERY AND CORRUPTION POLICY

THE POLICY HAS BEEN APPROVED BY THE DECISION OF THE SCIENTIFIC COUNCIL OF NAKHCHIVAN STATE UNIVERSITY AT THE MEETING HELD ON JULY 1, 2023 (PROTOCOL NO: 01), AND REVIEWED ON DECEMBER 2, 2024.

CONTENT

SECTION 1: INTRODUCTION ABOUT THE CURRENT SITUATION

1.1. INTRODUCTION

Nakhchivan State University (NSU) is committed to combating corruption and promoting ethical business practices. The university operates decisively to prevent corruption in all its activities and endeavors to raise awareness among all its employees, students, and stakeholders. NSU aims to emphasize its commitment to combating corruption sustainably to maintain the institution's reputation and credibility. The university's determination in combating corruption aims to foster an organizational culture aligned with ethical principles. This culture encourages honesty, accountability, and transparency at all levels. By embracing these values, the university seeks to instill trust among its stakeholders and serve as a model for the community. While emphasizing NSU's commitment to combating corruption, this policy also elucidates its legal foundations. The university declares full compliance with the anti-corruption laws of the Republic of Azerbaijan and international standards. Additionally, NSU takes into account international anti-bribery conventions and recommendations from anti-corruption organizations. By adopting a zero-tolerance policy against corruption, NSU reflects its vision of fostering an ethical organizational culture. Consequently, NSU is recognized and respected not only in the fields of education and research but also as a reliable member of society.

1.2. CURRENT SITUATION

NSU adopts a zero-tolerance policy towards bribery or any other form of offering or accepting financial or non-financial benefits, threats, rewards, or privileges in any transaction. The university applies this principle not only within its internal operations but also in all its relationships and activities. NSU's resolute stance is clearly communicated to all employees and stakeholders and reported when necessary. The university has established an effective internal control mechanism to combat bribery and corruption and provides regular training to all its staff. NSU takes seriously any situation that encourages or tolerates such actions and takes immediate corrective measures. The zero-tolerance policy of NSU is of vital importance to safeguard the institution's reputation and credibility, and all personnel are obligated to fully comply with this policy.

1.3. LEGAL BASE

NSU's anti-corruption policy is fully compliant with the Republic of Azerbaijan's "Anti-Corruption Law" and other relevant legal regulations. This policy specifies that the commitment to combating corruption is not only based on ethical values but also grounded in local and national laws. The anti-corruption laws of the Republic of Azerbaijan provide for the serious punishment of bribery, the giving or receiving of bribes, actions to obtain financial or non-financial benefits, and similar illegal activities.

NSU pledges to fully comply with all provisions of these laws and acts decisively in this regard. Additionally, NSU's anti-corruption policy is in line with international anti-bribery conventions and recommendations from anti-corruption organizations. In this context, NSU follows the best practices accepted by the international community and effectively combats all forms of corruption.

SECTION 2: MISSION, OBJECTIVES AND SCOPE OF THE POLICY

2.1. MISSION
The mission of NSU's anti-corruption policy is to promote an ethical work culture and preserve the integrity of the institution while adhering to its core values. NSU fosters honesty, transparency, and accountability at all levels. The university demonstrates a steadfast commitment to combating corruption to earn the trust of society and fulfill its social responsibilities. This mission aligns with NSU's vision and values. The university encourages students and staff to grow and work within the framework of honesty and ethical values.

NSU focuses on combating corruption to contribute to social justice and the development of the country. This mission extends beyond NSU's academic achievements, aiming for the institution to serve as an example of an ethical entity in society. The mission of NSU's anti-corruption policy is embraced and implemented at all levels of the institution. This ensures NSU provides a reliable educational and working environment for students and staff while gaining trust and respect throughout stakeholders and society.

2.2. OBJECTIVES
-Preventing Illegal Actions such as Bribery, Threats, or Offering Benefits: NSU unequivocally prohibits and does not tolerate any illegal actions such as bribery, threats, or offering benefits by any employee or student. The university establishes an effective internal audit mechanism to prevent such activities.

-Educating and Increasing Awareness Among Employees on Combating Corruption: NSU enhances awareness and educates employees and students on combating corruption by regularly providing training. These training sessions cover topics such as recognizing signs of corruption, understanding proper behavioral standards, and reporting violation incidents.

-Promoting Transparency and Accountability: NSU promotes and adopts transparency and accountability principles in all its activities. The university ensures transparency in decision-making processes and maintains open communication with stakeholders. Additionally, NSU strengthens both internal and external audit processes to enhance accountability and evaluates all activities according to established standards.

2.3. SCOPE OF THE POLICY

This policy encompasses all activities and relationships of NSU, including its employees, students, and all stakeholders. It covers all relevant parties, including administrative staff, academic personnel, students, and external stakeholders such as partners. The anti-corruption policy applies to every unit, department, and area of operation within NSU and is enforced at all levels. The scope of this policy extends beyond the internal functioning of the university; it encompasses all areas of interaction, including NSU's external relations, connections, and collaborations. This policy provides a framework for safeguarding the integrity and credibility of NSU and combating all forms of corruption.

3.1. PLANNED ACTIVITIES FOR SHORT-TERM AND LONG-TERM PERIOD

NSU will implement various planned activities to enhance effectiveness in combating corruption in both the short and long term.

-Raising awareness through regular training for employees and students on anti-corruption: NSU will regularly educate all employees and students on combating corruption. These training sessions will involve identifying types of corruption, emphasizing ethical behavior standards, and raising awareness about reporting suspicious situations. In the short term, quick training modules and workshops will be organized, while in the long term, a continuous education program on combating corruption will be established.

-Establishing an effective mechanism for monitoring and reporting suspicious situations: NSU will establish an effective mechanism for detecting and reporting suspicious situations. This mechanism will enable employees and students to report suspicious situations reliably, provide the option for anonymous reporting, and ensure thorough examination of these reports. In the short term, the creation of this mechanism and training of staff will be rapidly executed, while in the long term, it will be continuously improved and strengthened.

-Enhancing and regularly reviewing internal audit processes: NSU will strengthen and regularly review internal audit processes. This will involve identifying corruption risks, enhancing control mechanisms, and adopting best practices. In the short term, the review and improvement of existing internal audit processes will be carried out, while in the long term, the competence of the internal audit team will be enhanced, and processes will be continuously improved.

3.2. EXECUTION, MONITORING, AND REPORTING

The NSU management will regularly monitor the effectiveness of the anti-corruption policy and take necessary measures in case of any violations.

This monitoring process will be conducted regularly to identify challenges encountered during the policy implementation, evaluate the effectiveness of the policy, and determine necessary corrective actions. NSU management will consider feedback from employees and other stakeholders during the monitoring process and take steps to continuously improve the policy. Employees and other stakeholders are required to promptly report any suspicious situations, and necessary training and support will be provided in this regard. NSU will provide an easily accessible and secure reporting mechanism for reporting suspicious situations, ensuring the confidentiality of these reports. Every reported suspicious situation will be thoroughly investigated, and appropriate measures will be taken. NSU management will regularly monitor this reporting process and provide feedback to relevant parties on the outcomes of reported suspicious situations.

In this manner, NSU management will ensure the effective implementation of the anti-corruption policy and continue to take necessary steps to preserve the institution's integrity.

SECTION 4: RESOURCE ALLOCATION

4.1. RESOURCE ALLOCATION

NSU will allocate necessary resources to effectively implement and support the anti-corruption policy. The university will carefully plan and manage these resources to achieve the best outcomes in combating corruption. These resources will be focused on the following areas: - Education: NSU will equip employees and students with regular training on combating corruption. These training sessions will cover the principles of the anti-corruption policy, required procedures for implementation, and how to report suspicious situations. Additionally, various communication and educational materials will be provided to increase awareness among staff and students.

-Auditing: NSU will allocate resources to strengthen internal auditing processes and identify corruption risks. This involves establishing an effective internal audit team, allocating technical and human resources to regularly review and improve audit processes. Resources will also be allocated for external auditing services.

-Technological infrastructure upgrades: NSU aims to enhance effectiveness in combating corruption through technological solutions. Therefore, resources will be allocated for necessary software and hardware upgrades. These upgrades will include notification systems used to monitor and report suspicious activities, data analysis tools supporting internal audit processes, and other relevant technological solutions.