



SAMARKAND STATE UNIVERSITY

**ANTI- CORRUPTION & ANTI-
BRIBERY POLICY**



SAMARKAND STATE UNIVERSITY NAMED AFTER SHAROF RASHIDOV

Our Commitment:

The Samarkand State University named after Sharof Rashidov performs all its activities fairly, honestly, and openly, in accordance with relevant legislation (provided by the Republic of Uzbekistan) and excellent standards of integrity. The University is of the opinion that combating bribery and other forms of corruption is important for the larger social, political, and economic interests of society. The university receives a significant part of its funds from public organizations, private funders, and other stakeholders. Therefore, the university is also apprehensive about its funders, donors, staff, and students and maintains its operations and reputation from the detriment associated with bribery and corruption.

The university will take the necessary steps to prevent bribery in all aspects of its operations as it is not tolerant of either. Defining the duties of the institution and those operating on its behalf in following and defending its stance against bribery is the goal of this policy. The university reviews its policy every three in order to incorporate necessary modifications in the light of newly formed legislation as well as the change in society.

It is aimed that all staff and associated persons of the university are expected to:

- act fairly and impartially without bias;

- understand their responsibilities under the given policy and related policies and comply with these at all times;
- act as a guard against the commission of bribery by or on behalf of anyone associated with the university;
- exhibit due regard to the university anti-bribery policy; and
- report any suspicion of bribery or other concerns through the channels set out in this policy.

This policy has been comprised of risk, compliance, and assurance teams, and shall be available on the university website.

1. General rules

1. This Regulation defines the status, main duties, functions, rights, responsibility, organization of activities, functional duties and responsibilities of the employees of the "Compliance Control" System Management Department (hereinafter referred to as the Department) to fight against bribery & corruption.

2. The department is a structural unit of the higher education institution.

3. The activity of the department is directed to the management of the "Compliance Control" system at the University, as well as the anti-corruption activities. It is directly subordinated to the Rector of the University within its powers and reports to the Department of Compliance Control and Anti-Corruption of the Ministry of Higher and Secondary Special Education (hereinafter - the Ministry).

4. In its activities, the department complies with the Constitution and laws of the Republic of Uzbekistan, decisions of the Oliy Majlis of the Republic of Uzbekistan,

decrees, decisions and orders of the President of the Republic of Uzbekistan, decisions and orders of the Cabinet of Ministers of the Republic of Uzbekistan, ministerial orders and Board decisions, this Regulation, internal orders of the university, as well as other legal documents.

5. The department carries out its activities in cooperation with other departments of the university.

II. Duties and functions of the department

6. The following are the main tasks of the Department:

Preventing and combating corruption-related offenses at the university; Ensuring the implementation of measures aimed at the implementation of the "Corruption-free sphere" project at the university level; The fight against corruption in the university, the introduction of the "Compliance control" system and its implementation; To determine the areas with high risks of corruption in the university and the reasons and conditions for the commission of corruption offenses; Providing information on systemic problems that lead to manifestations of corruption in the university and making appropriate proposals for their elimination; Ensuring the implementation of programs aimed at eliminating the causes and conditions of corruption-related offenses and increasing the effectiveness of anti-corruption measures at the university; Coordinating public control aimed at fighting corruption in the university, as well as anti-corruption monitoring based on modern methods and information and communication technologies; Studying generally recognized international standards and positive foreign experience in the field of combating corruption and public control, and developing proposals for the implementation of advanced aspects; Organization of sociological, scientific and other research and

development of proposals on the situation, trends and causes of corruption in the university, as well as the effectiveness of anti-corruption measures; coordination of activities of academic lyceum under the university in the direction of fight against corruption.

7. The department performs the following functions in order to fulfill the tasks assigned to it:

Monitors compliance with laws and statutory documents, as well as decisions and orders of the Council of Ministers, on the fight against corruption in the university; Develops measures and work plans aimed at preventing corruption-related offenses, ensures their complete, high-quality and timely implementation, studies the state of implementation of the specified measures, prepares information on the results; implements the "Corruption-free sphere" project at the university; Develops drafts of internal documents aimed at the implementation of anti-corruption measures at the university and submits them to the rector (director) for approval; Develops proposals for elimination of corruption norms identified in internal documents of the university; Assesses corruption risks in higher education institutions and develops action plans to reduce them; Considers complaints and anonymous reports about corruption risks and violations in the behavior of professors and teachers, management, technical, service and teaching staff of the university and takes measures in accordance with the established procedure; The university maintains a register of service investigations on the facts of corruption; Participates in the analysis of conflicts of interest and checks the reliability of counterparties in the implementation of public procurement; Monitors conflicts of interest among university employees and makes appropriate proposals; Preventive interviews are regularly organized between university professors and teachers, management, technical, service, educational support staff; The university conducts surveys among

professors, teachers, management, technical, service, educational support staff, students (masters, doctoral students, independent researchers) and the population in order to identify corruption cases in the university's activities; It regularly evaluates the results and impact of anti-corruption advocacy measures based on surveys, social, and other research, and uses the evaluation results to determine further measures; Organizes conferences, meetings, seminars, contests aimed at fighting corruption among professors and teachers, students and youth; Evaluates the effectiveness of measures taken in the field of fighting corruption in the university; It investigates the conditions and reasons for committing corruption offenses at the university, as well as develops proposals for their elimination; Ensures regular updating of information in the "Combating Corruption" Section on the official website of the higher education institution; Quarterly and as necessary reports on the anti-corruption activities and the corruption situation in the higher education institution to the rector (director) and the Department of Compliance Control and Anti-Corruption of the Ministry of Higher and Secondary Special Education; The Department of Compliance Control and Anti-Corruption of the Ministry of Higher and Secondary Special Education and other state bodies and organizations engaged in anti-corruption activities will establish effective cooperation in the field of anti-corruption with parents; Monitors the anti-corruption activities of the academic lyceum under the university; Monitors anti-corruption activities at the university, submits analytical materials to the management and the ministry.

III. Rights and Responsibilities of the Department

8. The department has the following rights to perform the tasks and functions assigned to it:

Recruitment to the university and its affiliated academic lyceum, certification of employees, monitoring of student (master's, doctoral, independent research) examinations (final, intermediate, qualifying, final state certification, diploma defense) directly or via video transmission, corruption in these processes identify hazards; To request, request and receive analytical materials, conclusions, primary and other supporting documents, statistical and other information from the professors, teachers, management, technical, service and educational support staff of the higher education institution and the academic lyceum under its jurisdiction; Requesting and receiving necessary assistance from university employees within the framework of service obligations, organizing working groups in necessary cases; Participation in meetings of the council of the university; Making proposals to the rector (director) of the university regarding issues of compliance control and fighting against corruption; Conducting inspections within the scope of authority, requesting documents, receiving written explanations from professors and teachers, management, technical, service and educational support staff, students (masters, doctoral students, independent researchers) of the higher education institution; Reporting to relevant law enforcement agencies in cases where signs of crime are detected; to give instructions and recommendations to structural units of the university within the scope of their activities; The Department may also have other rights under the Act.

9. Department: adequate and effective performance of assigned duties; performance of functions assigned to him and fulfillment of requirements for ensuring executive discipline; ensuring the delivery of materials and documents to the university management within the specified time; the status of the university's compliance control and anti-corruption activities; The department is responsible for

the timely consideration of the appeals of individuals and legal entities and their decision on the basis of legal documents.

III. Structure of Department

10. The structure of the department includes the head of the department and the chief specialist.

11. The department is headed by a chief. In order to ensure the independence of the Department's activity, the Head of the Department reports directly to the Rector (Vice-Chancellor) of the University and the Chief Specialist of the Department to the Head of the Department.

12. The head of the department is appointed and dismissed according to the order of the rector of the university, in agreement with the ministries and agencies under the university's jurisdiction.

13. The chief specialist of the department is appointed and dismissed in accordance with the order of the rector of the higher education institution.

IV. **The main functional duties of the head of the department and the chief specialist**

14. The main functional duties of the department head are as follows:

General management of the Department organizes the work of the Department, is fully responsible for the execution of the tasks and functions assigned to the Department, as well as the execution discipline:

Monitors compliance with anti-corruption laws and regulations at the university; Develops measures and work plans aimed at preventing corruption-related offenses, ensures their complete, high-quality and timely execution; Organizes activities aimed at implementation of the "Corruption-free sphere" project at the university; Prepares analytical materials on the fight against corruption based on the study of advanced foreign experiences; Establishes effective cooperation with civil society institutions, law enforcement and control bodies, and parents in the field of fighting corruption; Compliance involves training and improving the skills of those responsible for control and fighting corruption; Monitors the work done to prevent corruption in the university, submits analytical materials to the management; develops documents on issues related to the department's activities, as well as ensures the review of submitted draft documents and prepares proposals; he is included in the council of the higher education institution and participates in the meetings; develops and ensures the implementation of measures for further improvement of the work of the department; The department considers appeals from individuals and legal entities related to the department's activities and fully adheres to the executive discipline; Performs other functional tasks within the scope of authority in accordance with legal documents.

15. The main functional tasks of the chief specialist are as follows:

The university organizes meetings with teaching staff, students, young people and individuals and legal entities, and studies the systemic problems that are bothering them. It identifies areas of high risk of corruption in the university, as well as the reasons and conditions for the commission of corruption offenses:

- participates in studies, inspections, analyzes and proposals to be developed to fight against corruption;

- it directs the creation of anti-corruption educational and methodical materials, including audio-video clips, photos, booklets and brochures;
- organizes sociological, scientific and other surveys on the state, trends and causes of corruption in the university, as well as the effectiveness of anti-corruption measures;
- in the absence of the head of the department, the chief specialist coordinates the activities;
- performs other functional tasks within the scope of authority in accordance with legal documents.

V. **Departmental activities**

16. The department carries out its activities on the basis of legal documents related to the field, orders of the relevant ministries and agencies, decisions of the Board, decisions and orders of the Council of the higher education institution, this Regulation and the work plan of the Department.

17. Decisions of the council of the university, orders of the rector and tender documents must be agreed with the department.

VI. The work plan of the department is a component of the work plan of the university and is approved by the rector (director) of the higher education institution.

We are committed to equality, diversity, and inclusion.