

On the Activities of the Internal Anti-Corruption Control (Compliance) System of the University of World Economy and Diplomacy REGULATION

Chapter 1. General Provisions

This Model Regulation, in accordance with the Resolution of the President of the Republic of Uzbekistan dated July 6, 2021 No. PR-5177 “On Additional Measures for the Effective Organization of Anti-Corruption Activities”, defines the goals, objectives, functions, rights and obligations of the Internal Anti-Corruption Control (Compliance) Sector (hereinafter referred to as Compliance Control), as well as the procedure for organizing their activities.

1. Compliance control in its activities is guided by the Constitution and laws of the Republic of Uzbekistan, resolutions of the chambers of the Oliy Majlis of the Republic of Uzbekistan, decrees, resolutions and orders of the President of the Republic of Uzbekistan, resolutions and orders of the Cabinet of Ministers and other regulatory legal acts, resolutions, orders and orders of the heads of state bodies and organizations in which they operate, as well as this Regulation.

2. Compliance control The University of World Economy and Diplomacy (hereinafter referred to as the University) is responsible for taking measures for the early detection and prevention of corruption, eliminating its causes and conditions, preventing conflicts of interest, and forming an intolerant attitude towards corruption.

Chapter 2. Creation of a Compliance Control Sector at the University

3. Compliance control in its activities is directly subordinate to the rector of the university and the supervisory board.

4. Heads of compliance control are hired by the University on the basis of an open competition.

Chapter 3. Main purpose, tasks and functions of compliance control

5. The main goal of compliance control at the university is the implementation and development of a comprehensive system that meets the requirements of the international anti-corruption standard ISO37001:2016, in particular, the anti-corruption system, early detection of corruption cases and elimination of their causes and conditions, prevention of corruption, increasing the legal awareness and culture of university employees in order to form an intolerant attitude towards corruption, organizing preventive measures against corruption at the university, ensuring the implementation of documents in the field of anti-corruption.

6. The main tasks of Compliance Control are:

Improvement of the University’s anti-corruption activities;

Prevention and combating of corruption offenses at the University;

ensuring and monitoring the effective functioning of the anti-corruption system at the University;

interaction with other state bodies carrying out and participating in anti-corruption activities.

7. In accordance with the tasks assigned to it, compliance control performs the following functions:

a) in the sphere of improving the University's anti-corruption activities:

develops draft internal departmental documents aimed at implementing anti-corruption measures at the university;

develops and submits for approval to the University management the University's anti-corruption measures;

develops proposals for eliminating corruption norms identified in regulatory legal acts and internal departmental documents related to the university's activities;

Evaluates and provides conclusions on the compliance, acceptability, and relevance of draft anti-corruption measures developed by the University with the anti-corruption policy of the University;

submits to the Agency specific proposals aimed at more effective organization and improvement of anti-corruption activities at the university.

b) in the sphere of prevention and combating corruption offenses at the University:

assesses corruption risks at the University, develops action plans to reduce the identified risks based on their results, and creates a list of positions at the University with high corruption risks;

collects information on the state and trends in the commission of corruption offenses in other government bodies in order to assess the probability of similar offenses being committed by the university;

analyzes appeals received by University employees through special information and communication channels regarding corruption risks and offenses and ensures their consideration in the prescribed manner;

exercises control over the accuracy and completeness of the reflection of information on official investigations into the facts of corruption in the register of official investigations maintained at the university or in another relevant document registering the conducted official investigations;

participates in the analysis of conflicts of interest in the implementation of public procurement and in the process of verifying the reliability of any legal entities or individuals entering into contractual relations (except for labor relations) with the University;

Provides explanations and recommendations to university employees on issues of combating corruption;

analyzes the results of the activities of special information communication channels designed to report corruption facts and delivers analytical materials to the University staff;

conducts surveys among the population and employees in order to identify corruption facts and risks in the activities of the university;

controls the proportionality and adequacy of disciplinary measures for individuals held accountable for violating anti-corruption requirements and norms;

analyzes the results of internal investigations conducted at the university regarding corruption cases in order to further improve the anti-corruption system;

submits quarterly reports and, upon request of the University management, provides information to the University's top leadership about anti-corruption efforts implemented at the University and the state of corruption within the institution;

c) in the sphere of ensuring the effective functioning and control of the anti-corruption system at the University:

monitors and controls the implementation of the tasks assigned to the University in state anti-corruption programs;

ensures the compliance of the anti-corruption system in the university system with the requirements of the International Anti-Corruption Standard ISO37001:2016;

participates in the development of curricula for advanced training of university employees in terms of anti-corruption norms;

develops training materials on corruption prevention for university employees, including employees in positions with high corruption risks;

monitors the conduct of anti-corruption training for all University employees and their participation in it in accordance with the curriculum;

participates in promotional events on combating corruption among employees of the university system and citizens;

ensures the updating of the "Anti-Corruption" menu on the official website of the university and information posted on its pages on social networks;

monitors and controls compliance by university system employees with the legislation of the Republic of Uzbekistan in the field of combating corruption and the internal documents of the University on the prevention and combating of corruption;

initiates and participates in official investigations into corruption in the university system; verifies the objectivity and acceptability of decisions made by ethical commissions on the settlement of conflicts of interest;

develops recommendations for improving the anti-corruption system based on the results of monitoring, official inspections, and control measures carried out;

Organizes, in cooperation with the structures (persons) responsible for combating corruption at the university, conferences, meetings, seminars, competitions, and other events aimed at organizing anti-corruption work and increasing the legal literacy of employees;

conducts inspections of the university's activities for compliance with its internal anti-corruption documents and international standards;

d) in the sphere of interaction with other state bodies carrying out and participating in anti-corruption activities:

participates in the development of measures to raise the legal awareness and legal culture of employees and students, and to form an intolerant attitude towards corruption in society;

develops proposals for attracting relevant specialists to improve the university's anti-corruption measures;

interacts with law enforcement agencies in carrying out measures to suppress corrupt acts or investigate corruption crimes.

Compliance control also performs other functions in accordance with the legislation.

8. The assignment of functions not provided for by this Regulation and other legislative acts to employees of the compliance control sector is not allowed.

Chapter 4. Rights and obligations of compliance supervisors

9. To perform the tasks and functions assigned to it, the compliance control sector has the right:

receive analytical materials, conclusions, statistical and other information on issues within their competence from the employees of the University in which they carry out their activities;

to request and receive the necessary assistance from the University's employees within the framework of performing official duties;

Conducting investigations into corruption offenses identified in the activities of University employees;

submitting proposals to the University's management on improving the anti-corruption system;

Participation in the University's meetings on corruption;

Conducting inspections, requesting documents, obtaining written explanations from employees.

Compliance controls may have other rights in accordance with legislative acts.

10. To fulfill the tasks and functions assigned to them, compliance control bodies have the following obligations:

to carry out, to the proper and effective extent, the functions assigned by this Regulation and other legislative acts;

strictly comply with the requirements of legislative acts and not exceed the limits of their authority;

Immediately inform the higher authority, the Agency, and other law enforcement agencies directly about the detection of signs of a crime, in particular, facts of corruption, at the University;

Submitting certificates to the University's management regarding violations of the University's anti-corruption policy and ethical guidelines regarding corruption;

quarterly, in the first ten days of the first month of the following quarter, submit to the Agency a quarterly report on the work done and measures taken to combat corruption.

A compliance control officer may have other duties in accordance with the legislation.

11. The effectiveness of the compliance control sector is assessed based on the results of achieving the effectiveness and target indicators of the anti-corruption system at the University.

Target indicators of the compliance control sector are approved by the first head of the University.

Control over the achievement of target indicators of the effectiveness of the compliance control sector is carried out by the Agency.

Chapter 5. Final Provisions

12. Persons found guilty of violating the requirements of this Regulation shall bear responsibility in the manner prescribed by law.

Conflict of Interest Management of the University of World Economy and Diplomacy REGULATION

Chapter 1. General Provisions.

1. This Regulation defines the procedure for identifying, preventing, and resolving conflicts of interest at the University of World Economy and Diplomacy (hereinafter referred to as the University).

2. The provisions of this Regulation apply to all employees of the university, regardless of the position held and the official powers performed.

3. This Regulation is the main internal document on issues of preventing and managing conflicts of interest that have arisen and may arise at the university and is subject to unconditional observance by all employees.

4. For the purposes of this Regulation, the following basic concepts are used:

affiliated persons - employees of the university and any persons applying to the university;

cronyism - the use of official position and reputation in order to provide unlawful privileges to friends and confidants;

Conflict of interest - a situation in which the personal interest (direct or indirect) of a University employee affects or may affect the proper performance of official or service duties by a person and in which a conflict arises or may arise between personal interest and the rights and legitimate interests of citizens, the University, society or the state;

disclosure of a conflict of interest - a procedure for employees to declare a potential or real conflict of interest;

Regulation of conflicts of interest - reduction or elimination of the risk of improper performance by the University of official duties of employees or the override of their interests (including personal, social, property, financial, and other interests) over the interests of the University in the event of a conflict of interest;

Localism - the recruitment, rotation, and appointment of a person to a position due to their hereditary origin (aristocratic or representative of a famous dynasty) and the official position held by close relatives, without taking into account their compliance with the qualification requirements for the position;

Close relatives - persons related by relatives or in-laws, that is, parents, full and half siblings, spouses, children, including adoptive parents, grandparents, grandchildren, as well as parents, full and half siblings of spouses.

Chapter 2. Principles of conflict of interest management

5. University employees are obliged to adhere to the following basic principles in matters of conflict of interest management:

the priority of the rights, freedoms, and legitimate interests of citizens;

Priority of state interests over personal interests;

making decisions on the basis of openness, conscientiousness, objectivity;

priority of preventive measures to prevent conflicts of interest;
adhere to collectivism in the consideration and resolution of cases of conflict of interest;
an objective approach to the consideration, assessment, and resolution of situations characterized by signs of conflict of interest;

Ensuring the confidentiality of information on the existence of a conflict of interest in the prescribed manner;

personal responsibility and the inevitability of punishment.

Chapter 3. Responsibilities and powers of employees

6. When performing their official duties, employees are obliged to adhere to the principles established by the Regulation, as well as to refrain from situations that lead to conflicts of interest.

7. To prevent a conflict of interest in the performance of official duties, University employees are obliged to inform the person responsible for the internal anti-corruption control activities of the University about personal interests that contradict or may contradict the interests of the University.

8. In order to prevent a conflict of interest, an employee must report a conflict of interest, if:

the employee's direct subordinate has close relatives or related persons;

the employee participates in making decisions regarding employees (including when calculating and paying wages, presenting bonuses, allowances, and determining their amounts) in relation to close relatives or related persons.

9. Conflict of interest is governed by:

When hiring employees, they are familiarized with the requirements of these Regulations against signature;

The study, assessment, and determination of measures aimed at preventing conflicts of interest are carried out by the Personnel Department.

10. In the event of or in the event of a conflict of interest, the following measures may be taken:

Review or amendment of the employee's job responsibilities;

Establishing restrictions on information related to the personal interests of the employee;

transfer of an employee to another position not affected by the conflict of interest, if his personal interests contradict his official duties;

Termination of the employment contract with the employee if the personal interests of the employee contradict the activities or interests of the University and it is impossible to apply other management measures.

Chapter 4. Procedure for Disclosure and Consideration of Information on Conflict of Interest

§ 1. General rules for declaring a conflict of interest

11. Prevention of the occurrence of conflicts of interest at the University is carried out using the following forms of declaring a conflict of interest:

Preliminary disclosure of conflicts of interest in the appointment and rotation of candidates for vacant positions at the University;

disclosure of information on the fact of the occurrence of a real or potential conflict of interest.

§ 2. Declaration of Conflict of Interest in the Appointment and Rotation of Candidates for Vacant Jobs

12. Preliminary declaration of a conflict of interest in the appointment and rotation of candidates for vacant positions, employees in the University system is carried out by submitting the following documents to the Personnel Department of the organization:

In the established form (objective statement-certificate) and in the form according to

Certificate in the form according to Appendix No. 1;

about the presence/absence of a conflict of interest in the process of hiring, appointment to a position, and rotation, an application in the form according to Appendix No.1 to these Regulations is filled out.

Documents submitted by the employee are checked by the Humans Resource Department for the presence or absence of a conflict of interest in them. Upon detection of a conflict of interest, the Humans Resource Department notifies the Rector of the University or the management coordinating the activities of the structural subdivision where the candidate is expected to be hired or rotated.

Based on the instruction of the Head, Humans Resource Department, together with the relevant departments of the University, takes measures to resolve conflicts of interest.

§ 3. Annual declaration of conflict of interest

13. The annual declaration of information on conflicts of interest is carried out in the following order:

University employees must annually, by February 15, complete and correctly fill out an application on the presence or absence of a conflict of interest when submitting an annual application in the form according to Appendix No.2 to these Regulations and submit the completed application to the Humans Resource Department;

The HR department analyzes the received applications for the presence/absence of a conflict of interest to identify employees who indicated the presence of a conflict of interest before March 10;

If, as a result of the analysis, employees whose activities may lead to a conflict of interest are identified, information about such employees is submitted to the Ethics Commission of the University;

The Ethics Commission of the University, with the participation of the employee's immediate supervisor and (if necessary) the employee, considers the case of a conflict of interest by March 20 and makes a decision on the development of measures to resolve situations characterized by a conflict of interest or on the absence of a conflict of interest. This decision is entered into the minutes of the commission. The protocol defines the structure (official) responsible for the development of measures;

collects and stores electronic information on cases of conflict of interest, entered by the Humans Resource Department by March 25 into the Register of Cases of Conflict of Interest in the form according to Appendix No.4 to these Regulations;

Annually, in the first quarter, the Humans Resource Department of the University submits statistical analysis on the declaration, identification, and resolution of conflicts of interest to the Internal Anti-Corruption Control Sector (hereinafter - Compliance Control) and the Rector of the University.

§ 4. Filing a declaration on the fact of the occurrence of a real or potential conflict of interest

14. Declaration of information on the fact of the occurrence of a real or potential conflict of interest is carried out in the following order:

In the event of a conflict of interest arising in an employee of the University, he must, within one working day from the moment of becoming aware of this situation, inform his immediate supervisor of it in the form according to Appendix No.3 to these Regulations, with a detailed description of the situation, which is characterized as a real or potential conflict of interest;

The direct supervisor of the employee is obliged, within three working days from the moment of receiving written notification from the employee, to consider the information on the conflict of interest and submit a notification with a proposal to eliminate the conflict of interest to the Humans Resource Department for registration and taking appropriate measures;

The Humans Resource Department, together with the employee's immediate supervisor, takes measures to eliminate the conflict of interest or, having concluded that there is no conflict of interest, submits the relevant information in writing to the Internal Control Sector and the Rector of the University.

Chapter 5. Conflict of interest resolution measures

15. In order to prevent violations of the University's interests, measures to resolve real conflicts of interest should be implemented as soon as possible.

16. When managing conflicts of interest at the University, the following measures should be established:

transfer of an employee of direct subordination to the subordination of another person who is not a close relative;

voluntary withdrawal, self-recusal, or forced (permanent or temporary) withdrawal of an employee from participation in the discussion and decision-making process on issues that are the subject of a conflict of interest;

revision of the scope of official duties of an employee in order to avoid conflicts of interest;

restriction of the employee's access to information and documents of the University, which constitute his personal interest and are the subject of a conflict of interest;

Ensuring collective decision-making regarding promotion, performance evaluation, payment of bonuses and accrual of salary supplements, sending abroad for training and training, as well as on various issues, consent to leave, and salary control in relation to a close relative and (or) related person holding a higher position;

transfer of an employee to a position that provides for the performance of labor functions not related to a conflict of interest, and other circumstances.

17. In exceptional cases, if the measures listed in paragraph 10 of these Regulations do not fully regulate the conflict of interest, the following regulatory measures may be taken:

renunciation by the employee of a personal interest that conflicts with the interests of the University;

termination of the employee's employment contract in case of failure to renounce personal interests that conflict with the interests of the University.

18. In each case, based on the fact that determines the subject of the conflict of interest, other measures for its resolution may be applied in agreement with the employee and the

University. All measures taken must comply with the requirements of the legislation and ensure the implementation of the principles established by this Regulation.

19. Measures to eliminate conflicts of interest and decisions made by the Humans Resource Department and the direct supervisor of the employee at the University are considered at the next meeting of the Ethics Commission, which is reflected in the minutes of the meeting.

20. Compliance control has the right to verify the objectivity and admissibility of decisions made by the Humans Resource Department and the employee's immediate supervisor, as well as ethics commissions, on the basis of objections or instructions from the head, as well as on their own initiative to resolve conflicts of interest.

Chapter 6. Requirements for maintaining and storing the register

21. The Humans Resource Department is obliged to maintain timely and complete records of cases of conflict of interest by entering them into the Register. In this case, the Register is submitted quarterly to the Internal Anti-Corruption Control Sector.

Information must be entered into the Register in the following cases:

When applying for a job at the University - the candidate indicates the presence/absence of a conflict of interest in the application, and the rector of the University confirms the fact that a conflict of interest may arise;

disclosure of a conflict of interest during appointment/rotation - no later than three working days from the date of signing the order by the rector of the University;

on the emergence of a conflict of interest - in the case of taking measures by the Humans Resource Department and the direct supervisor of the employee;

annual declaration of information on conflicts of interest by University employees - in accordance with paragraph 13 of these Regulations;

confirmation of information received from communication channels about the existence of a conflict of interest;

internal service inspections and monitoring of compliance with the University's anti-corruption policy and requirements, as well as direct instructions from the University rector to enter information into the Register.

23. Applications and notifications of employees regarding conflicts of interest, as well as other information, are stored in the Humans Resource Department.

Chapter 8. Final Provisions

24. All employees, regardless of the position held, bear personal responsibility for compliance with the requirements of these Regulations, as well as for timely and complete informing the University about any conflicts of their interests.

25. Persons who have violated the requirements of this Regulation shall be held liable in the prescribed manner.

Regulations for the reception and consideration of incoming reports of corrupt acts and the procedure for encouraging employees who actively participated in the fight against them

Chapter 1. General Provisions

1. This Regulation defines the basic principles of working with incoming reports of corruption at the University of World Economy and Diplomacy (hereinafter referred to as the University), as well as the procedure for receiving, registering, and reviewing reports, as well as submitting reports to the Rector of the University, and the procedure for incentivizing employees who actively participated in their registration, review, and combating them.

2. For the purposes of this Regulation, the following basic concepts are used:

hotline - a system that allows for the centralized reception, classification, and systematization of appeals received by the University by telephone, as well as monitoring their timely and high-quality consideration;

applicant - any individual and (or) legal entity that has applied for information on corrupt practices at the University;

Conflict of interest - a situation in which personal (direct or indirect) interest affects or may affect the proper performance of official or service duties by a person and in which a conflict arises or may arise between personal interest and the rights and legitimate interests of citizens, organizations, society, or the state;

corruption - the unlawful use by a person of their official or service position for the purpose of obtaining material or intangible benefits in personal interests or the interests of other persons, as well as the unlawful provision of such benefits;

Corruption acts - the unlawful use by an employee, directly or indirectly personally or through third parties, of their official duties for actions or inaction in the interests of the bribe-giver, including obtaining, demanding, collecting, offering or providing money, securities, other forms of property and property rights, services of a property nature, giving and/or receiving a bribe or acting as an intermediary in this, collecting payments to simplify formalities (receiving a bribe) and other illegal purposes;

Corruption offense - an act with signs of corruption, for the commission of which liability is provided by law;

anti-corruption system - a set of measures to eliminate corruption violations of current legislation and internal documents, ensuring a high level of professional and ethical activity of University employees;

corruption risk - the risk of committing corrupt actions by employees or third parties on behalf of and (or) in the interests of the University;

corresponding message - a message containing information about corrupt actions and (or) conflicts of interest at the University;

employee - a person who has entered into labor relations with the University;

personal interest of an employee - the possibility of obtaining personal benefits (personal, social, financial, political, and other commercial or non-commercial interests) by an

employee in the performance of their official duties in the interests of themselves or third parties in the form of monetary funds, material or intangible assets, other property and benefits that may affect the proper performance of official or service duties by the employee.

incentive - a reward for the purpose of supporting an employee for their active participation in the prevention and fight against corruption offenses, high professionalism, compliance with the requirements of legality, and setting an example of loyalty to the oath.

3. The University organizes the work of the networks intended for reporting on corruption activities based on the following principles:

confidentiality and security - all authorized persons of the University who have access to messages on existing networks do not have the right to transfer (disclose) these messages to unauthorized persons. The University is not responsible for the disclosure of its message if the applicant disclosed it to other employees or third parties at their own discretion, including as a result of negligence;

legality - the reception, registration, processing, and consideration of reports of corruption received through the University's communication channels are carried out strictly in accordance with the requirements of the legislation of the Republic of Uzbekistan and these Regulations;

non-persecution of an applicant - a natural and legal person, in particular an employee of the University, who voluntarily reported corruption acts, is not subject to any liability, regardless of the content of the report;

mandatory feedback with the applicant - if the message is not anonymous, the results of its consideration must be communicated to the applicant by the University;

mandatory application of measures of influence - in the event of confirmation of the fact of corruption, the University acts in accordance with the legislation of the Republic of Uzbekistan to bring the guilty persons to justice.

Chapter 2. Reporting corruption activities

4. The corresponding message may be sent through the following communication channels:

Telephone number (+99871) 2670706, telegram bot @uwed_anticorruption_bot in telegram messenger and e-mail anticorruption@uwed.uz or verbal (personal) appeal to the Compliance Control sector;

5. Other communication channels not specified in this Regulation.

6. The University posts information about communication channels on its official website, pages and channels on social networks, and also includes it in electronic mailings and educational materials periodically sent to employees, reflects it in posters placed in the University building, etc.

Chapter 3. Receiving messages regarding corruption cases received through existing networks

7. The Department of Internal Anti-Corruption Control of the University (hereinafter - compliance control) is responsible for the consideration of relevant messages received from the University's communication channels.

8. Notifications of corrupt acts are registered in the manner prescribed by the requirements of the Model Regulation on the Procedure for Working with Appeals of Individuals and Legal Entities in State Bodies, State Institutions and Organizations with State Participation,

approved by the Resolution of the Cabinet of Ministers dated May 7, 2018 No. 341, and the Regulation on the Procedure for Working with Appeals of Individuals and Legal Entities of the University, and are submitted to the head of the University for resolution:

9. Responsible for receiving messages received by the organization on social networks is appointed from the compliance control sector. In this case, upon receipt of the message, the responsible employee of the structure communicates with the applicant electronically or by phone, clarifies the necessary information, registers the message in the Registry, and enters the information to the head of the University. Compliance control analyzes incoming messages from Monday to Friday from 09:00 to 18:00. If the notification is received outside of working hours, it will be clarified on the next working day.

10. If the applicant has additional materials to confirm their message, such as photographic materials, documents, audio and video recordings, the employee responsible for receiving the appeal indicates the communication channels (telegram bot or email) used for their submission and declares the confidentiality of the information provided. Appendix to the message to which this information relates

11. The Rector of the University sends an assignment to the compliance control to promptly analyze and review the relevant message.

12. The compliance control sector, within 1 (one) hour after receiving the relevant notification, must register it in the Registry for Receiving Corruption Reports (hereinafter referred to as the Registry) in the form according to the appendix and review it in accordance with Chapter 4 of these Regulations.

13. The University provides applicants with the opportunity to leave anonymous messages about corrupt acts committed by the employee. Upon receipt of an anonymous message, the responsible employee of the Organization must: inform the Organization that they may not be able to contact the applicant to respond to the received message; indicate that they will not be able to fully and comprehensively study the message if it is not possible to obtain additional necessary information; invites the applicant to contact him anonymously (email address without an indication, private chat on Telegram, etc.); If the applicant does not withdraw their application, they are obliged to accept the notification in the manner prescribed by these Regulations.

14. In the process of reviewing reports received by University employees, the causes and conditions for committing corruption offenses are also analyzed, and further measures are taken to prevent them and improve the anti-corruption system.

15. All relevant materials, documents, and information on received communications (adopted decisions and responses sent to applicants) must be stored in the Appeals Department for the period established by the legislation of the Republic of Uzbekistan, but not less than 10 years.

Chapter 4. Reviewing Reports of Corrupt Actions

16. Corruption-related reports received by the Internal Control Structure are considered by this structure.

17. It is prohibited to involve in the process of reviewing reports of corruption activities employees whose actions have been reported or in the process of reviewing which may lead to a conflict of interest.

18. Upon receipt of a report on corruption, the preliminary investigation is carried out within 5 (five) working days from the date of receipt of the report on corruption by the Internal Control Structure.

19. Regardless of the results of the preliminary inspection provided for in paragraph 19 of these Regulations, information about this is entered into the Registry.

20. If an employee of the Compliance Control Sector comes to the conclusion that the message does not relate to corruption, this message must be transmitted to the relevant structure of the University within one working day on the basis of a report.

21. If the report contains information about corruption and (or) conflicts of interest, as well as sufficient grounds for conducting an internal investigation, an employee of the Compliance Control Sector initiates an internal investigation in the manner prescribed by the internal departmental act.

22. Consideration of reports of corruption on the merits within one month from the date of their receipt by the University, and in cases where it is necessary to conduct an investigation, request additional materials, or take other measures, the deadlines for their consideration may be extended by the management, as an exception, by no more than one month, with notification of the applicant (except for anonymous appeals).

23. The response to the appeal is prepared by the Compliance Control Sector and signed by the Rector of the University.

24. Based on the results of the review of relevant reports, a response letter indicating the results of the study and the measures of influence applied is prepared and sent to the applicant in the prescribed manner.

Chapter 5. Accountability

25. The registry may be accessed by employees of the Compliance Control Sector, staff of other relevant state bodies and organizations who participated in reviewing the reports (only for such reports), the Rector of the University, or the deputy head overseeing the anti-corruption direction.

26. Based on the registry data, the Compliance Control Sector submits a quarterly report to the Rector of the University on corruption-related communications, which includes the following:

- the number of corruption-related reports received and those reviewed;
- the number of confirmed reports of corrupt actions, cases of conflict of interest;
- the number of corresponding messages for which the deadlines for consideration have been violated;
- average period of consideration of relevant messages;
- communication channels most frequently used by applicants and other statistical data.

Chapter 6. Incentivizing employees who actively participate in the prevention and combating of corruption offenses

27. The main goal of stimulating the active participation of employees in preventing and combating corruption offenses is:

- encouragement of employees who have actively participated in the prevention and combating of corruption offenses at the University, who have submitted substantiated proposals and initiatives to the management to eliminate the causes of offenses and the conditions contributing to them, as well as who have made a significant scientific contribution to the

improvement of this area, who have shown a high level of example in their official activities and conscientiously fulfilled the tasks assigned to them;

further increasing the activity of employees in preventing and combating corruption offenses.

28. Employees who have applied for corruption offenses and actively participated in the prevention, suppression, and full disclosure of offenses (crimes) are encouraged on the basis of a report submitted by the Department of Personal Security to the Rector of the University. Incentives for employees are carried out in the manner prescribed by law.

29. Employees may be incentivized if one of the following grounds exists:

prevention or suppression of a corruption offense planned to be committed against employees;

detection of a crime as a result of reporting a prepared corruption or other offense;

actively assist law enforcement agencies in stopping and fully solving crimes;

actively participate in promotional and preventive measures to prevent corruption offenses and combat crime among the community;

submission to the management of proposals and initiatives to eliminate the causes and conditions contributing to the commission of corruption offenses, as well as the implementation of these proposals into practice.

30. When encouraging an employee, recommending them for senior positions or state awards, their active participation in the prevention and fight against corruption offenses is taken into account as the main criterion.

Chapter 7. Final Provision

31. Individuals who violate the requirements of this Regulation shall be held accountable in accordance with the procedure established by legislation.