

UNIVERSITY OF WORLD ECONOMY AND DIPLOMACY

REGULATIONS ON THE INTERNAL ANTI-CORRUPTION CONTROL SYSTEM

2025

REGULATION
on the Activities of the Internal Anti-Corruption Control System of the University of World Economy and Diplomacy

Chapter 1. General Provisions

This 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 its activities.

1. In its activities, Compliance Control 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 and orders of the heads of the state bodies and organizations in which it operates, as well as this Regulation.

2. Compliance Control of 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 the Compliance Control Sector at the University

3. In its activities, Compliance Control 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 ISO 37001:2016, 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, and 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 documents aimed at implementing anti-corruption measures at the University;
– develops and submits the University's anti-corruption measures to the University management for approval;
– develops proposals for eliminating corruption-prone provisions identified in regulatory legal acts and internal 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 to the anti-corruption policy of the University;
– submits to the Anti-Corruption Agency of the Republic of Uzbekistan (hereinafter referred to as 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 of corruption offenses at the University:

– assesses corruption risks at the University, develops action plans to reduce the identified risks based on the results, and creates a list of positions at the University with high corruption risks;
– collects information on the state and trends of corruption offenses in other government bodies in order to assess the probability of similar offenses being committed at the University;
– analyzes appeals received from 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 information on official investigations into corruption facts 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 public procurement

and in 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 and communication channels designed to report corruption facts and delivers analytical materials to the University management;
- 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 applied to individuals held accountable for violating anti-corruption requirements and norms;
- analyzes the results of internal investigations of corruption cases conducted at the University 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 on the 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 University's anti-corruption system with the requirements of the international anti-corruption standard ISO 37001:2016;
- participates in the development of curricula for advanced training of University employees on 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 awareness-raising events on combating corruption among University employees and citizens;
- ensures the updating of the "Anti-Corruption" section on the official website of the University and of the information posted on its social

network pages;

- monitors and controls compliance by University employees with the legislation of the Republic of Uzbekistan in the field of combating corruption and with the internal documents of the University on the prevention and combating of corruption;
- initiates and participates in official investigations into corruption at the University;
- verifies the objectivity and acceptability of decisions made by ethics 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 units (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. Assigning to employees of the Compliance Control Sector functions not provided for by this Regulation and other legislative acts is not allowed.

Chapter 4. Rights and Obligations of the Compliance Control Sector

9. To perform the tasks and functions assigned to it, the Compliance Control Sector has the right to:

- receive analytical materials, conclusions, statistical and other information on issues within its competence from University employees;
- request and receive the necessary assistance from University

employees within the framework of performing official duties;

- conduct investigations into corruption offenses identified in the activities of University employees;
- submit proposals to the University management on improving the anti-corruption system;
- participate in University meetings on corruption issues;
- conduct inspections, request documents and obtain written explanations from employees.

The Compliance Control Sector may have other rights in accordance with legislative acts.

10. To fulfil the tasks and functions assigned to it, the Compliance Control Sector has the following obligations:

- to carry out properly and effectively the functions assigned by this Regulation and other legislative acts;
- to strictly comply with the requirements of legislative acts and not exceed the limits of its authority;
- to 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;
- to submit reports to the University management on violations of the University's anti-corruption policy and ethical rules regarding corruption;
- to submit to the Agency, quarterly, within the first ten days of the first month of the following quarter, a 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 achievement of 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 – the Rector.

Control over the achievement of the 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.

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

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 the prevention and management of conflicts of interest that have arisen or 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 their official or service duties and in which a conflict arises or may arise between the 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 – reducing or eliminating the risk of improper performance of official duties by University employees or of their interests (including personal, social, property, financial and other interests) prevailing 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 because of their family origin (belonging to a prominent family or dynasty) or the official position held by their close relatives, without taking into account their compliance with the qualification requirements for the position;

close relatives – persons related by blood or marriage, namely parents, full and half siblings, spouses, children, including adopted children, grandparents and grandchildren, as well as the parents and 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:

- priority of the rights, freedoms and legitimate interests of citizens;
- priority of state interests over personal interests;
- decision-making on the basis of openness, conscientiousness and objectivity;
- priority of preventive measures to prevent conflicts of interest;
- collegiality in the consideration and resolution of cases of conflict of interest;
- an objective approach to the consideration, assessment and resolution of situations bearing signs of a 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 this Regulation and 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 internal anti-corruption control at 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 is a close relative or an affiliated person;
- the employee participates in making decisions regarding employees (including calculating and paying wages, awarding bonuses and allowances, and determining their amounts) in relation to close relatives or affiliated persons.

9. Conflicts of interest are managed as follows:

- when hired, employees are familiarized with the requirements of this Regulation against signature;
- the study, assessment and determination of measures aimed at preventing conflicts of interest are carried out by the Human Resources

Department.

10. If a conflict of interest arises or may arise, the following measures may be taken:

- review or amendment of the employee's job responsibilities;
- restriction of access to information related to the personal interests of the employee;
- transfer of the employee to another position not affected by the conflict of interest, if their personal interests contradict their 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 Conflicts of Interest

§ 1. General rules for declaring a conflict of interest

11. The occurrence of conflicts of interest at the University is prevented through 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 occurrence of a real or potential conflict of interest.

§ 2. Declaration of a conflict of interest in the appointment and rotation of candidates for vacant positions

12. Preliminary declaration of a conflict of interest in the appointment and rotation of candidates for vacant positions and of employees at the University is carried out by submitting to the Human Resources Department an application on the presence or absence of a conflict of interest in the process of hiring, appointment to a position and rotation, in the form according to Appendix No. 1 to this Regulation.

The documents submitted by the employee are checked by the Human Resources Department for the presence or absence of a conflict of interest. Upon detection of a conflict of interest, the Human Resources Department notifies the Rector of the University or the manager coordinating the activities of the structural unit where the candidate is expected to be hired or rotated.

On the instruction of the manager, the Human Resources Department, together with the relevant units of the University, takes measures to resolve the conflict of interest.

§ 3. Annual declaration of conflicts 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, correctly complete an application on the presence or absence of a conflict of interest in the form according to Appendix No. 2 to this Regulation and submit it to the Human Resources Department;
- by March 10, the Human Resources Department analyzes the received applications to identify employees who indicated the presence of a conflict of interest;
- 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;
- by March 20, the Ethics Commission of the University, with the participation of the employee's immediate supervisor and (if necessary) the employee, considers the case and decides either on the development of measures to resolve the situation bearing signs of a conflict of interest or on the absence of a conflict of interest. This decision is entered into the minutes of the commission, which also identify the unit (official) responsible for developing the measures;
- by March 25, the Human Resources Department enters information on cases of conflict of interest into the Register of Cases of Conflict of Interest in the form according to Appendix No. 4 to this Regulation and keeps it in electronic form;
- annually, in the first quarter, the Human Resources Department submits a statistical analysis of 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. Declaration of the occurrence of a real or potential conflict of interest

14. Information on the occurrence of a real or potential conflict of interest is declared in the following order:

- if a conflict of interest arises, the University employee must, within one working day of becoming aware of the situation, inform their immediate supervisor in the form according to Appendix No. 3 to this Regulation, with a detailed description of the situation qualified as a real or potential conflict of interest;
- the immediate supervisor is obliged, within three working days of receiving the written notification, to consider the information on the

conflict of interest and submit the notification, with a proposal to eliminate the conflict of interest, to the Human Resources Department for registration and appropriate action;

- the Human Resources 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 Compliance 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. The following measures are established for managing conflicts of interest at the University:

- transfer of a directly subordinate employee to the subordination of another person who is not a close relative;
- voluntary withdrawal (self-recusal) or forced (permanent or temporary) removal of the employee from discussion and decision-making on issues that are the subject of the conflict of interest;
- revision of the scope of the employee's official duties in order to avoid conflicts of interest;
- restriction of the employee's access to University information and documents that relate to their personal interest and are the subject of the conflict of interest;
- ensuring collective decision-making on promotion, performance evaluation, payment of bonuses and salary supplements, sending abroad for study and training, granting leave, salary control and other matters concerning a close relative and (or) affiliated person holding a higher position;
- transfer of the employee to a position whose labour functions are not related to the conflict of interest, and other measures.

17. In exceptional cases, if the measures listed in paragraph 10 of this Regulation do not fully resolve the conflict of interest, the following measures may be taken:

- renunciation by the employee of the personal interest that conflicts with the interests of the University;
- termination of the employee's employment contract if they fail to renounce personal interests that conflict with the interests of the University.

18. In each case, depending on the subject of the conflict of interest, other measures for its resolution may be applied by agreement between 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 Human Resources Department and the employee's immediate supervisor are considered at the next meeting of the Ethics Commission and reflected in the minutes of the meeting.

20. Compliance Control has the right to verify the objectivity and admissibility of decisions on the resolution of conflicts of interest made by the Human Resources Department, the employee's immediate supervisor and ethics commissions, on the basis of objections or instructions from the manager, as well as on its own initiative.

Chapter 6. Requirements for Maintaining and Storing the Register

21. The Human Resources Department is obliged to keep timely and complete records of cases of conflict of interest by entering them into the Register. The Register is submitted quarterly to the Internal Anti-Corruption Control Sector.

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

- when applying for a job at the University – the candidate indicates the presence or absence of a conflict of interest in the application, and the Rector of the University confirms that a conflict of interest may arise;
- disclosure of a conflict of interest during appointment or rotation – no later than three working days from the date the Rector of the University signs the order;
- occurrence of a conflict of interest – when measures are taken by the Human Resources Department and the employee's immediate supervisor;
- annual declaration of conflicts of interest by University employees – in accordance with paragraph 13 of this Regulation;
- confirmation of information received through communication channels about the existence of a conflict of interest;
- internal official inspections and monitoring of compliance with the University's anti-corruption policy and requirements, as well as direct instructions of the Rector of the University to enter information into the Register.

23. Applications and notifications of employees regarding conflicts of interest, as well as other related information, are stored in the Human Resources

Department.

Chapter 7. Final Provisions

24. All employees, regardless of the position held, bear personal responsibility for compliance with the requirements of this Regulation and for timely and complete informing of 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.

Appendix

REGULATION
on the Reception and Consideration of Reports of Corrupt Acts and the Procedure for Encouraging Employees Who Actively Participate in Combating 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), the procedure for receiving, registering and reviewing reports and submitting them to the Rector of the University, and the procedure for encouraging employees who actively participated in their registration, review and in combating corruption.

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 reported 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 their personal interests or the interests of other persons, as well as the unlawful provision of such benefits;

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

related violations of current legislation and internal documents, ensuring a high level of professional and ethical conduct of University employees;

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

relevant report – a message containing information about corrupt actions and (or) conflicts of interest at the University;

employee – a person who has entered into labour relations with the University;

personal interest of an employee – the possibility for an employee, in the performance of their official duties, to obtain personal benefits (personal, social, financial, political and other commercial or non-commercial interests) for themselves or third parties in the form of money, material or intangible assets, other property and benefits that may affect the proper performance of their official or service duties;

incentive – a reward given to support an employee for active participation in the prevention and combating of 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 channels intended for reporting corruption on the basis of the following principles:

confidentiality and security – all authorized persons of the University who have access to reports received through the existing channels do not have the right to transfer (disclose) these reports to unauthorized persons. The University is not responsible for the disclosure of a report 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 legislation of the Republic of Uzbekistan and this Regulation;

non-persecution of the applicant – an individual or legal entity, in particular an employee of the University, who voluntarily reported corrupt acts is not subject to any liability, regardless of the content of the report;

mandatory feedback to the applicant – if the report is not anonymous, the University must inform the applicant of the results of its consideration;

mandatory application of measures – if the fact of corruption is confirmed, the University acts in accordance with the legislation of the Republic of Uzbekistan to bring the guilty persons to justice.

Chapter 2. Reporting Corruption

4. A relevant report may be sent through the following communication channels: telephone (+99871) 267-07-06; the Telegram bot @uwed_anticorruption_bot; e-mail anticorruption@uwed.uz; or a verbal (personal) appeal to the Compliance Control Sector.

5. Reports may also be sent through other communication channels not specified in this Regulation.

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

Chapter 3. Receiving Reports of Corruption through the Existing Channels

7. The Internal Anti-Corruption Control Sector of the University (hereinafter – Compliance Control) is responsible for the consideration of relevant reports received through the University's communication channels.

8. Reports of corrupt acts are registered in the manner prescribed by 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 by 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. An employee of the Compliance Control Sector is appointed responsible for receiving reports received by the University through social networks. Upon receipt of a report, the responsible employee contacts the applicant electronically or by phone, clarifies the necessary information, registers the report in the Registry and informs the head of the University. Compliance Control analyzes incoming reports from Monday to Friday, from 09:00 to 18:00. A report received outside working hours is processed on the next working day.

10. If the applicant has additional materials confirming the report, such as photographs, documents, audio or video recordings, the employee responsible for receiving the appeal indicates the communication channels (Telegram bot or e-mail) for submitting them and confirms the confidentiality of the information provided. These materials are attached to the report to which they relate.

11. The Rector of the University instructs Compliance Control to promptly analyze and review the relevant report.

12. Within 1 (one) hour of receiving the relevant report, the Compliance Control Sector 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 this Regulation.

13. The University provides applicants with the opportunity to submit anonymous reports about corrupt acts committed by employees. Upon receipt of an anonymous report, the responsible employee must: inform the applicant that it may not be possible to contact them to respond to the report; explain that the report may not be studied fully and comprehensively if additional necessary information cannot be obtained; and invite the applicant to stay in contact anonymously (an e-mail address without personal details, a private Telegram chat, etc.). If the applicant does not withdraw the report, the employee is obliged to accept it in the manner prescribed by this Regulation.

14. In the course of reviewing reports, the causes and conditions of 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 reports (decisions adopted 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 Compliance Control Sector are considered by this Sector.

17. It is prohibited to involve in the review of reports of corruption employees whose actions are the subject of the report or whose participation in the review may lead to a conflict of interest.

18. Upon receipt of a report of corruption, a preliminary check is carried out within 5 (five) working days from the date the report is received by the Compliance Control Sector.

19. Regardless of the results of the preliminary check provided for in paragraph 18 of this Regulation, information about it is entered into the Registry.

20. If an employee of the Compliance Control Sector concludes that the report does not relate to corruption, the report must be transferred to the relevant unit of the University within one working day on the basis of a memo.

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 act.

22. Reports of corruption are considered on the merits within one month from the date of their receipt by the University. Where it is necessary to conduct an investigation, request additional materials or take other measures, the period

of consideration may, as an exception, be extended by the management 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 the relevant report, a response letter indicating the results of the review and the measures 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 anti-corruption matters.

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

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

Chapter 6. Encouraging Employees Who Actively Participate in the Prevention and Combating of Corruption Offenses

27. The main goals of encouraging the active participation of employees in preventing and combating corruption offenses are:

- to reward 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, who have made a significant scientific contribution to the improvement of this area, and who have set a high example in their official activities and conscientiously fulfilled the tasks assigned to them;
- to further increase the activity of employees in preventing and combating corruption offenses.

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

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

- prevention or suppression of a corruption offense planned against employees;
- detection of a crime as a result of reporting a corruption or other offense being prepared;
- active assistance to law enforcement agencies in stopping and fully solving crimes;
- active participation in awareness-raising and preventive measures to prevent corruption offenses and combat crime in the community;
- submission to the management of proposals and initiatives to eliminate the causes and conditions contributing to corruption offenses, and the implementation of these proposals in practice.

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

Chapter 7. Final Provision

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