

MANAV RACHNA INTERNATIONAL INSTITUTE OF RESEARCH AND STUDIES

(Deemed to be University under section 3 of the UGC Act 1956)



Policy No. MRIIRS-IQAC-PL-ABAC/2022-23

**MRIIRS Policy of Anti-Bribery and Anti-Corruption
(Effective from the date of notification)**

Notified vide MRIU/REGR/2022/121/1 dated: 21st April 2022

**MANAV RACHNA INTERNATIONAL INSTITUTE OF RESEARCH AND STUDIES
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MRIIRS POLICY OF ANTI-BRIBERY AND ANTI-CORRUPTION

In pursuance of the provisions of Section 26 of the Bye Laws of Manav Rachna International University, the Board of Management of the Manav Rachna International Institute of Research and Studies hereby makes the following policy and procedures relating to Anti-Bribery and Anti-Corruption.

1. SHORT TITLE AND APPLICATION

This Policy and Guidelines may be called Manav Rachna International Institute of Research and Studies Anti-Bribery and Anti-Corruption -Policy No. MRIIRS-IQAC-PL-ABAC/2022-23 and titled as "MRIIRS Policy of Anti-Bribery and Anti-Corruption"

APPLICABILITY: This policy shall apply to all faculty, staff members, students and all associates across all Departments, Centres and Section of MRIIRS and they shall be governed by this policy.

2. DEFINITIONS

- i. Bribery: Bribery refers to the offering, promising, giving, soliciting, or accepting of any undue advantage, financial or otherwise, to influence or reward the actions or decisions of individuals in a manner that is unethical or illegal.
- ii. Corruption: Corruption includes any abuse of entrusted power or position for personal gain or to benefit others unlawfully, leading to a breach of integrity, honesty, and trust.

3. PREAMBLE

Manav Rachna International Institute of Research and Studies (MRIIRS, Deemed to be University) values integrity, honesty and fairness and strives to integrate these values into its teaching, research, business activities and all its working procedures and relationships. Each member of the University is responsible and bound for sustaining the highest ethical standards and integrity in all its operation and of the broader community in which we function. The University takes a zero tolerance approach and operates in compliance with all applicable anti-bribery and anti-corruption laws and regulations in India and other jurisdiction of its operation.

The University is committed to uphold all laws relevant to countering bribery and corruption in each jurisdiction of its operation. This policy for Anti-Bribery and Anti-Corruption has been framed to prevent unethical practices of bribery, corruption within the University and among all individuals associated with the University including faculty, staff, other employees, consultants, contractor, agents, vendors etc.

4. POLICY STATEMENT

Manav Rachna International Institute of Research and Studies prohibits all forms of unethical behavior bribery, corruption, or any other in any aspect of its operations. All members of the university community, including faculty, staff, other employees, consultants, contractor, agents, vendors etc are required to comply with this policy.

5. GUIDING PRINCIPLES

All the members and associates of the University are strictly prohibited from engaging in any form of unethical conduct, bribery or corruption that includes acceptance of any offer, authorization, promise directly or indirectly including cash or kind to influence any individual improperly or to obtain any unfair advantage for the University. As such the following guiding principles shall be applicable for all associates of the University.

- Strict compliance with all applicable law and regulations with utmost transparency must be observed while dealing with any outside officials.
- Cash or cash equivalents in kind as gifts or favours are strictly prohibited. However the provision and acceptance of any benefit, favour or gift with any outside party, if any, must be in line with local laws, transparent and reasonable and should not be with the intention to reward or influence any one for improper performance of duty or unfair advantage.
- No one will misuse his/her position in connection with any money, gift, hospitality or other payment or advantage (or other favours) for himself/herself or others.
- A thorough due diligence process must be followed for verification of reputation and its ethical conduct before signing any contract with any third party.

- Regular training of all the official of the University interacting with outside officials focusing on recognizing and preventing bribery and corruption shall be conducted by the University.

6. RECORDS AND REPORTING

All transactions must be properly recorded and audited in accordance with applicable accounting standard policies to prevent bribery and corruption. All expense claims relating to gifts, hospitality or entertainment or expenses incurred by third parties must be submitted in accordance with the relevant travel and expenses policy then in force at the University. Everyone are encouraged to raise concerns about any concern or apprehension of bribery or corruption at the earliest possible stage. Any associate of the University who becomes aware or suspects any violation of this policy of anti-bribery and anti-corruption or laws must be reported immediately through proper channel. The University will support anyone who raises concerns in good faith under this policy, even if any subsequent investigation finds that they were mistaken.

7. VIOLATION

Appropriate disciplinary action which may lead to termination of employment / contract relationship with outside parties / expulsion from the University shall be taken against any violation of this policy and it may also further lead to civil and criminal penalties under applicable laws.

8. EXIGENCY, IF ANY

Notwithstanding anything stated in this Policy, for any unforeseen issues arising, and not covered by this Policy, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining if necessary the opinion/advice of a Board of Management. The decision of the Vice-Chancellor shall be final.