



**BMU**  
BAKİ MÜHƏNDİSLİK UNIVERSİTETİ

**Baku Engineering University**

# Anti-corruption and Bribery Policy



Approved by Rectorate  
Issued: December 2023  
Revised: December 2025  
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**Principle and Scope.** Baku Engineering University is committed to carrying out all its administrative, academic, and commercial activities in a way that complies with the law and upholds ethical standards. It will not accept acts of bribery or corruption by its employees or partners. The university pledges to conduct its business with professionalism and justice, as well as to run efficient anti-bribery and anti-corruption programs. BEU takes its legal obligations seriously and understands that it might suffer severe reputational harm, an indefinite fine, and exclusion from bidding on public contracts if it is discovered to have engaged in any bribery or corruption. This policy applies to all members of the University community, including academic staff, administrative staff, students, volunteers, contractors, consultants, partners, and any third parties acting on behalf of the University. The goal of the policy is to safeguard both the university and its employees, and it covers all the institution's operations, including those about teaching, research, and commerce.

**Gifts, hospitality, courtesy.** According to Article 8 of the Law of the Republic of Azerbaijan *On Combating Corruption*, a public official:

- may not solicit or accept gifts that could influence or appear to influence their objectivity, impartiality, or performance of duties; and
- may accept multiple gifts from any person within a 12-month period only if the total value does not exceed 55 AZN. Gifts above this value must be transferred to the state authority, municipal body, or organization where the official serves.

**Definition and Conditions**

- A “gift” includes money or other property, benefits, privileges, or advantages offered directly or indirectly.
- If an official is unsure whether a gift can be accepted without violating the law, they must seek guidance from a superior.
- Any privileges or advantages obtained in connection with official activity through contracts are prohibited.

Employees of BEU are allowed to receive commercial courtesy, but it must be sufficiently subdued to not compromise their moral judgment or give the impression that something is improper. Gifts and corporate hospitality, whether given or received, must be reasonable, transparent, and auditable. If no temptation is intended or suspected, modest gifts and hospitality may be accepted not exceeding legal 55 AZN for a 12-months period. Gifts and hospitality cannot be offered with the intention of rewarding a third party for any kind of commercial advantage, acquiring a competitive advantage, or influencing a third party to acquire or keep business. They also cannot be offered in exchange for perks or favors or to expedite a regular business process. Establishing business ties should be the exclusive purpose of hospitality.

**Reporting and Whistleblowing Mechanism.** The responsibilities of all students, faculty members, and staff are to notify any violations of the policy within any process that has been witnessed. This starts with corruption and ends with bribery, as the university is making the policy one of the most essential policies within the laws and regulations of the university and by the laws and regulations of the Azerbaijan Republic.

BEU encourages and support all employees, students and faculty members to report any suspected or real cases of bribery, corruption or violation of this policy.

Reports should be submitted confidentially through designated channels via written communication to University Secretary, or another authorized department or person appointed by university. Anonymous reports could be accepted and will be reviewed. All reports will be treated seriously, confidentially, and impartially, and will be reviewed in accordance with applicable laws and internal procedures.

A certain level of caution is necessary in certain areas of the university's activity and business partnerships due to the inherent hazards involved. BEU regularly reviews its risk assessment and updates the policy as needed. The University Secretary has the authority to obtain records from Schools, Functions, or University systems whenever needed to make sure that this policy and any applicable risk assessment are current and being followed. The ensuing have been recognized as specific hazards and are addressed in further depth within this policy:

- Presents, amusement, and hospitality;
- money for facilitation;
- and the use of outside agents.

### **Protection Against Retaliation**

BEU strongly prohibits any form of retaliation against individuals who report suspected misconduct, cooperate with administration to investigate, or bring concerns about cases of bribery or corruption. University will do all what it can to protect the involved person against dismissal, demotion, discrimination, harassment, intimidation or any other adverse treatment. Any act of retaliation will be treated as a serious violation of University policy and may result in disciplinary action.

### **Investigation**

All reported allegations of bribery or corruption will be reviewed through a fair, objective, and timely investigation process conducted by the University or its authorized representatives. Ad-hoc committee may be established to investigate the case that involves non-interest parties. If violations are confirmed, University would take appropriate disciplinary, administrative or other actions in accordance with legislation. The University reserves the right to report suspected criminal conduct to relevant authorities where required by law.

### **Monitoring and Review**

This Policy is subject to regular review to ensure its continued effectiveness, relevance, and alignment with legal requirements and best practices.