

	MANAGEMENT & SCIENCE UNIVERSITY (MSU)	
CREATED ON: 2019	REVIEW ON: 2023	
ANTI-BRIBERY AND ANTI-CORRUPTION POLICY		

1. PURPOSE & SCOPE

- 1.1. This document outlines the Management and Science University’s (MSU) commitment to prevent the misconduct behavior in terms of bribery and corruption with the aim to conserve the high standards of uprightness, transparency and good-principled conduct.
- 1.2. This policy applicable to MSU staff, the students, and its associates.

2. POLICY STATEMENT

2.1. Introduction

Bribery can take many forms beyond cash payments such as gifts, travel, entertainment or any other undue advantage.

2.2. Principle

- 2.2.1 Prohibition of all forms of bribery and corruption no matter in relation to public officials, private individuals, or business entities in methods of offering, giving, receiving directly or indirectly to influence business or academic decisions.
- 2.2.2 Forbidden to engage in any form of active (“giving”) or passive (“receiving”) bribery and expressly prohibits its Members from engaging in any form of bribery. Also applies to any contributions or payments made through consultants, suppliers or other third parties on behalf of the university.
- 2.2.3 Prohibits facilitation payments which are usually small payments mostly made to the lower-level governmental employees to secure the performance of routine government actions.
- 2.2.4 All stakeholders must familiarize themselves with all relevant anti-corruption and anti-bribery laws and conduct the operations in a strict compliance to the government laws.

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- 2.2.5 Suspected violations of bribery laws and requests for payment by or for government officials should be immediately reported to a superior or Legal and Compliance representatives.
- 2.2.6 Third parties engaged by the university must be carefully supervised - never “turn a blind eye” on suppliers.
- 2.2.7 Employee must not solicit any gift, benefit or hospitality in their capacity as an employee member of the University unless it has been authorized by the President or delegate as an appropriate approach in the lawful interests of the University.
- 2.2.8 Employee must not accept a cash gift made to them personally because they are an employee of the University.
- 2.2.9 Employee must not accept any gift, benefit or hospitality where there might be a reasonable perception that it could induce them to act against the interests of the University or to act for the benefit of the party offering such gift, benefit or hospitality.
- 2.2.10 In the event that employee may unintentionally have breached this policy, they should make an immediate written disclosure to an appropriate senior officer.
- 2.2.11 Employee may accept in the case of hospitality which is subject to approval by an appropriate senior officer:
- a) Reasonable offers of entertainment, travel or hospitality for the purpose of promoting a legitimate relationship between the University and the offer.
 - b) Non-cash gifts by other universities or organizations made for reasonable promotional purposes but only on the basis that the items become the property of the University and not the employee member.

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