

Policy subject: Transparency and Anti-Corruption Policy	Policy number: 67/P.D/2024	Date of last revision: 2024/11/15
Implementing body: Administrative Affairs Department	Implementing start date: 2024/11/20	Policy reference: Planning and Development Department

Overview: Palestine Ahliya University (PAU) is committed to maintaining the highest standards of transparency, integrity, and accountability in its academic and administrative operations. By adopting stringent anti-corruption measures and fostering a culture of openness, PAU aims to combat corruption, promote ethical practices, and build trust with its stakeholders in Bethlehem, Palestine, and beyond.

Objectives:

- **Ensure Financial and Administrative Transparency:**
Implement systems that promote openness in financial transactions, reporting, and administrative processes.
- **Promote Integrity and Accountability:**
Strengthen anti-corruption policies to prevent, detect, and address unethical practices.
- **Timely Handling of Complaints:**
Establish effective mechanisms for reporting, investigating, and resolving corruption complaints and misconduct allegations.

Scope:

This policy applies to all PAU academic, administrative, and financial activities, encompassing:

1. Publishing financial data to ensure transparency in budgeting, expenditures, and resource allocation.
2. Implementing anti-corruption monitoring systems and compliance reviews.
3. Addressing complaints of corruption, fraud, or unethical behavior promptly and effectively.

Statements:

PAU is dedicated to fostering a transparent and corruption-free environment. Through strict compliance with transparency standards, robust anti-corruption policies, and open communication, the university ensures accountability and upholds its credibility as a leading institution in Palestine.

Procedures:

1. Prepare Financial Data:

- Collect financial data on revenues, expenses, assets, and liabilities. Ensure reports comply with accounting standards.

2. Review Financial Data:

- Subject financial reports to internal auditing to ensure accuracy. Conduct external audits for compliance and obtain approval from the university's financial committee.

3. Prepare the Financial Report for Publication:

- Create a comprehensive financial report summarizing revenue, expenses, and financial performance. Use charts to enhance understanding.

4. Publish the Financial Report:

- Share the report through the university's digital platforms and print copies for distribution. Organize a public session to present and discuss the report with stakeholders.

5. Communicate with Stakeholders:

- Notify students, faculty, funders, and the local community about the availability of the financial report. Provide channels for questions.

6. Periodic Review:

- Regularly evaluate the publication process. Collect feedback to improve future reports and publish them annually or semi-annually.

7. Set Standards and Procedures for Anti-Corruption Prevention:

- Identify relevant anti-corruption and organized crime prevention standards. Develop internal guides for control measures and preventive actions.

8. Conduct Internal Audits:

- Form a compliance review committee. Audit financial operations, contracts, and procurement to ensure compliance with integrity policies.

9. External Audits:

- Engage an independent organization to conduct comprehensive reviews of anti-corruption and organized crime prevention practices.

10. Periodic Evaluations of Anti-Corruption Policies:

- Regularly review and update anti-corruption measures. Conduct reviews at least annually and adjust policies as necessary based on findings.

11. Awareness and Training Programs:

- Organize workshops for students and staff on anti-corruption practices. Distribute materials to raise awareness of university policies.

12. Complaint and Reporting Management:

- Establish a secure, confidential reporting system for corruption and crime cases. Ensure whistleblower protection and follow clear investigation procedures.

13. Prepare Comprehensive Anti-Corruption Reports:

- Annually prepare and publish a report summarizing anti-corruption reviews, complaints, and actions taken. Share the report with stakeholders for transparency.

KPIs:

- Compliance rate with established financial transparency standards.
- Resolution rate of reported corruption and misconduct cases.
- Number of awareness programs conducted to promote transparency and integrity.