



ANTI-BRIBERY & CORRUPTION  
POLICY

TM  
SWAMI VIVEKANAND  
**SUBHARTI**  
UNIVERSITY

Approved by UGC

*Where Education is a Passion...*



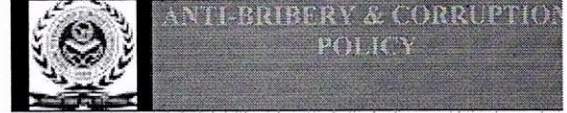
**Anti-Bribery & Corruption  
Policy**



## ANTI-BRIBERY & CORRUPTION POLICY

S. No.	Particulars	Description
1	Policy Number	U-07/SVSU/2024/ 527
2	Policy Statement	Swami Vivekanand Subharti University is committed in conducting all its academic and administrative affairs with the highest standards of honesty, integrity and transparency. It effectively works to ensure all members of this university uphold the highest ethical standards in accordance with applicable laws and university's institutional values
3	Scope of the Policy	This policy applies to all faculty, colleges, departments, centres, and third-party representatives of the University.
4	Policy Status	Original
5	Originated By	Faculty of Law
6	Reviewed By	Registrar
7	Effective Date of Policy	09/07/2024
8	Approving Authority	Hon'ble Vice Chancellor
9	Policy Review Date	



**1. Preamble: -**

Swami Vivekanand Subharti University (hereinafter referred to as "the University") is established under the Uttar Pradesh State Universities Act, 2008, and is committed to conducting all its academic and administrative affairs with the highest standards of honesty, integrity, and transparency. In furtherance of this commitment, and in compliance with The Prevention of Corruption Act 1988, The Bharatiya Nyaya Sanhita 2023, and all other applicable laws in force in India, the University hereby adopts this Anti-Bribery and Anti-Corruption Policy.

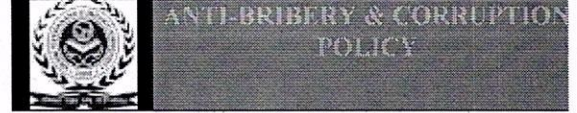
**2. Objective: -** The objectives of this Policy are as follows:

- 2.1. To promote a culture of integrity, transparency, and accountability across all academic, administrative, and financial operations of the University, by preventing, detecting, and addressing all forms of bribery and corruption.
- 2.2. To ensure that all members of the University community including students, faculty, staff, contractors, and third-party representatives uphold the highest ethical standards in accordance with applicable laws and the University's institutional values.
- 2.3. To provide clear guidance and a source of reference for all University personnel and stakeholders in recognizing and dealing with situations involving bribery or corruption.
- 2.4. To conduct regular awareness and training programs to sensitize all stakeholders about the legal consequences of bribery and corruption and their individual responsibility in preventing such practices

**3. Scope: -** This Policy applies to all individuals connected with the University, including:

- 3.1. Faculty members, teaching and non-teaching staff, and research scholars.
- 3.2. Students enrolled in any academic programme of the University.
- 3.3. Contractors, vendors, consultants, agency workers, and any third parties acting on behalf of the University.
- 3.4. Visitors and any other persons interacting with the University in an official capacity.
- 3.5 This Policy applies irrespective of the location, grade, or function of the individual.





#### 4. Definitions:-

**4.1 Bribery:** - Bribery means the direct or indirect offering, giving, promising, receiving, or soliciting of any undue advantage, whether monetary or non-monetary to or from any person with the intention of influencing that person's actions or decisions in a dishonest or improper manner. This includes gifts, hospitality, favours, commissions, or any other benefit offered or received as an inducement.

**4.2 Corruption:-** Corruption means the abuse of entrusted authority or official position for personal or third-party gain. It encompasses acts of embezzlement, fraud, misappropriation, nepotism, favouritism, and extortion, as governed by the Prevention of Corruption Act, 1988.

#### 5. Prohibited Conduct: - The following conduct is strictly prohibited under this Policy:

**5.1.** Offering, accepting, requesting, or facilitating bribes or improper payments in connection with admissions, examinations, grades, research funding, procurement, employment, or any other University activity.

**5.2.** Making or accepting facilitation payments small payments made to expedite routine administrative or governmental processes are equally prohibited.

**5.3.** Misusing University resources, funds, or authority for personal gain or for the benefit of others.

**5.4.** Engaging in or concealing any fraudulent, deceptive, or corrupt act for personal or institutional advantage.

**5.5** Entering into any arrangement that creates an undisclosed conflict of interest between personal interests and professional duties.

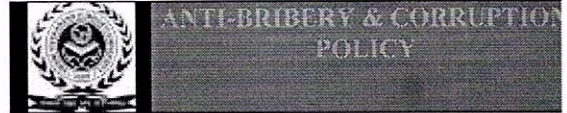
#### 6. Gifts and Hospitality: - The exchange of modest gifts and reasonable hospitality in ordinary course of institutional relationships is not prohibited. However, the following principles must be strictly adhered to:

**6.1.** No gift, hospitality, or entertainment shall be offered, promised, or accepted if it could reasonably be perceived as an attempt to improperly influence any decision or action.

**6.2.** Gifts involving public officials or government authorities must be approached with utmost caution and shall not, under any circumstances, constitute or appear to constitute a bribe.

**6.3.** All gifts and hospitality must be declared and maintained in a written record by the concerned department, subject to administrative assessment.





### 7. Responsibilities and Consequences of Non-Compliance: -

- 7.1. All personnel and third-party representatives are expected to be fully aware of and comply with this Policy. Actual or suspected violations must be reported to the Registrar without delay.
- 7.2. Heads of Departments and Institutions are responsible for ensuring that persons under their supervision understand and comply with this Policy.
- 7.3. Any employee or student found in violation of this Policy shall be subject to disciplinary proceedings, which may include suspension, termination of employment or enrolment, and referral for prosecution under applicable laws.
- 7.4. Contracts and commercial relationships with third-party representatives who violate this Policy may be terminated forthwith.

**8. Raising a Concern:** - Any person who becomes aware of or reasonably suspects an act of bribery or corruption is encouraged to report the matter at the earliest opportunity. Concerns may be raised as follows:

8.1.	<b>Faculty, Staff and Students</b>	To the Grievance Cell/Grievance officer of the University.
8.2.	<b>Contractors, vendors, and visitors</b>	To the Office of the Registrar of the University.

Where the concern remains unresolved, the matter shall be escalated to the Vice-Chancellor for appropriate action.

### 9. Protection of Reporters: -

- 9.1 The University shall extend full support to any person who raises a concern in good faith under this Policy, even if a subsequent inquiry establishes that the concern was unfounded.
- 9.2 No person shall be subjected to any adverse treatment including dismissal, disciplinary action, intimidation, or victimisation on account of having refused a bribe, reported a concern, or declined to engage in corrupt practices.
- 9.3 Any person who believes they have suffered unjust treatment as a consequence of raising a concern under this Policy shall immediately inform the Registrar, who shall place the matter before a Special Committee constituted by the Vice-Chancellor.





**10. Record Keeping:** - The Concerned office of the University shall maintain thorough and accurate financial records and implement adequate internal controls as evidence of all payments made. All gifts and hospitality accepted or extended shall be declared and recorded in writing, with a clear statement of the quantity and justification. Where payments are made to third parties, the legitimate business reason for such payments shall always be explicitly recorded.

**11. Compliance Training and Awareness:** - The faculty of Law, Swami Vivekanand Subharti University shall periodically conduct awareness programmes and training sessions for all stakeholders to promote understanding of bribery and corruption risks, the obligations under this Policy, and the legal consequences of non-compliance.

**12. Review of Policy:** - This Policy shall be reviewed as and when required to assess its continued effectiveness and to incorporate any amendments necessitated by changes in applicable law or institutional requirements.

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