



ANTI-BRIBERY AND ANTI-CORRUPTION POLICY

1. Policy Statement

Amity University Rajasthan (AUR) is committed to upholding the highest standards of honesty, openness, and moral conduct in all its academic, administrative, and operational activities. The University enforces stringent measures to prevent all types of corruption/bribery, whether direct or indirect.

This policy applies to all individuals and entities associated with the university, including public officials, Private individuals, corporate entities, Vendors, consultants, and any third parties falling within its scope. No stakeholder should offer, promise, give, ask for, or accept any unfair advantage (financial/non-financial) to alter the way decisions are made.

2. Scope and Applicability

This policy applies to everyone involved, including Faculty members, staff in charge of administration, students, employees with contracts, third-party associates, Consultants, and vendors.

The policy applies to behavior both within and outside campus, where actions could hurt reputation Amity University Rajasthan.

3. Sensitive and Confidential Information

All parties involved must keep everything secret, as is expected by professionals and ethical people:

- Any information that is accessed while doing official duties should be kept private and secret, unless disclosure is required by law.
- This information should not be:
 - Disclosed to unauthorized people
 - Used for personal gain
 - Misused to get competitive or financial benefit
- This obligation will last:
 - Throughout the period of association with AUR
 - And for at least six months after cessation of association

This principle is in line with what the best universities/academic organizations do to protect data, ensure research integrity, and govern in an ethical way.

4. Reporting Violations

AUR supports an open and accountable reporting system, which makes it safe for above stakeholders to report suspected wrong doing without hesitation or fear.

- Anyone who thinks there is bribery or corruption can be reported through: igac@jpr.amity.edu
- Reports may also be made to designated authorities as per institutional hierarchy.

4.1 Confidentiality of Reporting

- The name of the person making the report will be kept secret, to the extent permitted by law.
- Disclosure of identity shall only occur where necessary for investigation or legal compliance.

4.2 Keeping Whistleblowers safe

- Any form of reprisal, retaliation, harassment, or adverse action against a person reporting in good faith is strictly prohibited.
- Such acts will be treated as serious misconduct.

4.3 False Complaints

- Deliberately making false, silly, or malicious claims will be seen as a violation of the Code of Conduct and may invite disciplinary action.

5. Handling & Preservation of Evidence

Upon receiving information regarding suspected bribery or corruption:

The person concerned in-charge must ensure:

- Immediate collection and protection of all relevant documents, records, and evidence
- safeguard against tampering, destruction, alteration, or unauthorized removal

This includes both:

- Physical documents
- Digital records and communications

This approach follows the compliance standards used in reputable institutions to support fair, transparent, and credible investigations.

6. Complaint Investigation Process

As per the rule, the University will adopt/shall be structured, unbiased, and conducted according to the law:

- **Investigation Initiation:** The investigation shall only begin when the Investigator-in-Charge consults/take approval from Competent Authorities. Other departments shall only be involved if there is a necessity to do so. This is to maintain the confidentiality of the whole process.

- **Conducting the Investigation:** All investigations should be conducted according to the law, following natural justice Objectively and professionally. There should be no bias, conflict of interest, or any influence during the process.
- **Documentation and Findings:** Proper documentation of Evidence, Statements, and Findings shall be maintained throughout the investigation

7. Disciplinary Action and Consequences

In the event that the assertions turn out to be true, then the appropriate steps to be taken include appropriate disciplinary measures, dismissal from employment/association and either compensation or payment of penalties.

The degree of measures shall be decided based on:

- Nature of offense
- Degree of participation
- The impact of organization

8. Anti-retaliatory measures

Under the policy of our university, those who provide information on related matters are protected against *retaliation, victimization, discrimination or harassment*. Violation of the measures against retaliation shall result in serious disciplinary measures. if any, to be authorized by the concerned authority.



Prof (Dr.) G.K Aseri.
Pro President