



## Anti-Bribery Policy

Last Updated November 6th, 2021

### Scope:

Jadara University is dedicated to upholding the standards and nurturing a culture of integrity. By following this anti-bribery policy, we contribute towards creating a corruption free environment.

This policy pertains to every individual associated with Jadara University including all employees (academic, administrative, and support staff), contractors, vendors, and stakeholders. It encompasses all activities linked to Jadara university operations and engagements with all entities.

### Goals:

1. Prevention: To deter bribery, corruption, and unethical conduct within the university.
2. Compliance: To adhere to local laws and regulations against bribery.
3. Transparency: To uphold transparency in transactions and relationships.

### Implementation:

#### 1. Zero Tolerance

- Jadara University adopts a stance against bribery and corruption.
- Any employee or stakeholder caught involved in bribery will be subject to measures potentially leading to termination.



## 2. Reporting

- All employees and stakeholders are required to report any suspected instances of bribery or corrupt behavior.
- Reports can be submitted anonymously through a designated reporting channel.

## 3. Gifts and Hospitality

- Accepting gifts, hospitality or other perks should not compromise objectivity or integrity.
- Approval from the authority is necessary for accepting gifts or hospitality.

## 4. Due Diligence

- Before interacting with parties such as vendors or contractors it is crucial to conduct due diligence checks to evaluate their trustworthiness and adherence to anti bribery regulations.

## 5. Training & Awareness

- Training sessions will be held regularly to educate both employees and stakeholders on bribery policies and procedures. Additionally, awareness campaigns will emphasize the significance of behavior.

### **Assessment & Policy Review:**

The university will be held periodically Revise this policy (every 3 years) to ensure its efficacy. Internal audits will also be conducted to gauge compliance with bribery protocols.

The Data in this policy is to be assessed and evaluated by Stakeholders mainly **University Board, Sustainability Committee, Ethical Compliance Committee** and **Legal Consultant**. Any updates on policy must be approved and shared electronically with staff and students via the Sustainable Development page on Jadara's Website ([http://www.jadara.edu.jo/main.php?type=mod\\_gmetric](http://www.jadara.edu.jo/main.php?type=mod_gmetric) ) as well as emails.