



APPROVE

**Member of the Board – Vice-Rector
for Social Development**

Suatay S. K.

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Position on Ethics Committees of Al-Farabi Kazakh National University:

1. General Provisions

- 1.1. Ethics Committees are advisory bodies operating on public principles under the deans of faculties at Al-Farabi Kazakh National University.
- 1.2. The activities of the Ethics Committees are governed by the legislation of the Republic of Kazakhstan, this position, the code of corporate ethics for teachers and employees of Al-Farabi Kazakh National University, the code of student honor of the university, regulations on teachers and students of the university, and other normative acts of the university.

2. Goals and Objectives of the Ethics Committees

- 2.1. Formation and maintenance of moral norms of activity and communication among teachers, employees, and students of the university.
- 2.2. Strengthening cooperation and mutual understanding among members of the university community.
- 2.3. Preventing the development of disputes and conflicts, seeking compromise solutions to all arising contradictions to maintain a business atmosphere conducive to mutual understanding.

3. Functions of the Ethics Committees

- 3.1. Organize and participate in implementing events that influence the formation of corporate principles and rules in the university.
- 3.2. Monitor compliance by members of the university community with the code of corporate culture.
- 3.3. Consider cases of unethical behavior by teachers, employees, and students.
- 3.4. Independently and/or in conjunction with other university bodies (officials), conduct investigations regarding violations of corporate ethics by teachers, employees, and students.
- 3.5. Propose methods for resolving the situation after discussion.
- 3.6. Provide recommendations to the university administration on applying disciplinary measures to specific teachers, employees, and students in case of violations of corporate ethics.

4. Rights of the Ethics Committees

- 4.1. Within the scope of their activities, demand explanations, including written ones, from teachers, employees, and students on matters falling within the committee's competence, reports, and other documents on rectifying violations and implementing the committee's decisions.
- 4.2. Invite violators and victims of violations of the code of corporate ethics to committee meetings.
- 4.3. Make proposals and recommendations on ethical issues.

5. Organization of Ethics Committees' Activities

- 5.1. The committees consist of faculty teachers, employees, and students.
- 5.2. The Ethics Committees elect their chairperson and secretary from among their members.
- 5.3. The chairperson of the committee performs the following functions:
 - Guides the committee's activities.
 - Prepares, convenes, and conducts committee meetings, presiding over them.
 - Informs faculty teachers, employees, and students about the committee's activities in accordance with this position.
- 5.4. Ethics Committees operate according to their approved plans.
- 5.5. Meetings of the Ethics Committees are convened once a month or as necessary.
- 5.6. Decisions of the Ethics Committees are made by a majority vote in the presence of at least 2/3 of its members. In case of a tie, the chairperson's vote is decisive.
- 5.7. The meetings of the committees are documented by protocols, which are signed by the chairperson and the secretary of the committee.
- 5.8. Membership in the Ethics Committees may be terminated:
 - a) at the initiative of a committee member based on their application to the dean of the faculty;
 - b) in the event of dismissal of a teacher (employee);
 - c) if a committee member has ceased to perform their functions for any reason, except for temporary absence.