

Anti-Bribery & Corruption Policy



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Owner: Office of the Vice President for
Administration, Finance and Community
Engagement

POLICY & PROCEDURES:

Anti-Bribery & Corruption Policy

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Version Control & Sign-Off Sheet

Version Control			
Version	Change reference	Approval	Dates
1	Initial version	University Council	1 September 2024
		Next Review	31 August 2025

1. Purpose

Applied Science University maintains a zero-tolerance approach to bribery and corruption in all its forms. This policy sets out the University's position on preventing, detecting, and responding to bribery and corrupt practices, in compliance with the laws of the Kingdom of Bahrain, including the Economic Vision 2030 governance standards.

2. Scope

This policy applies to all employees (academic and administrative), members of the Board of Trustees, contractors, consultants, agents, suppliers, and any third parties acting on behalf of ASU.

3. Prohibitions

The following acts are strictly prohibited:

- Offering, giving, soliciting, or accepting any bribe, kickback, facilitation payment, or improper advantage — whether in cash, goods, services, or any other form of benefit.
- Making payments or providing gifts to public officials, government representatives, or any third party with the intention of influencing their decisions in favour of the University.
- Falsifying records, invoices, or financial documents to conceal bribery or corrupt payments.
- Using University funds, assets, or resources for any corrupt purpose.
- Accepting gifts, hospitality, or entertainment that could reasonably be perceived as intended to influence official decisions. Gifts above 50 BHD must be declared to the Finance Directorate.

4. Procurement Integrity

All procurement processes shall be conducted transparently and competitively. Contracts shall be awarded based on merit, quality, and value. All members of procurement committees must declare

5. Admissions and Examinations

The University prohibits any form of bribery, favouritism, or undue influence in student admissions, grading, examination processes, and degree awards. Violations shall result in annulment of the affected academic decisions and disciplinary action against all involved parties.

6. Reporting and Whistleblowing

ASU encourages the reporting of suspected bribery or corruption. Reports may be submitted confidentially to the IEIC via ethics@asu.edu.bh or through the University's anonymous reporting mechanism. The University shall protect whistleblowers from retaliation.

7. Enforcement

Violations of this policy shall result in disciplinary action up to and including termination of employment, cancellation of contracts, and referral to the relevant law enforcement authorities in the Kingdom of Bahrain. The IEIC shall maintain a register of all reported cases and their outcomes.

8. Training

All new employees shall receive anti-bribery and corruption training during induction. Annual refresher training shall be provided to all staff, with enhanced training for those in procurement, finance, and admissions roles.