

APPROVED

by decision of the Board of Directors
NJSC "Abai Kazakh National Pedagogical University"

November 27, 2024, Protocol No. 7

Chairman of the Board of Directors
Shimasheva R.S.



WORK PLAN
of the Anti-corruption compliance service
NJSC "Abai Kazakh National Pedagogical University" for 2025

№	Name of the event	Due date	Completion Form	Responsible	Expected result
1	2	3	4	5	6
Anti-corruption education and awareness					
1.1	Preparing and sending information on the anti-corruption measures taken at the University in 2024 to the Board of Directors	According to the results of the year and the 1st half of the year	Information	Head of Compliance Service	Informing the Board of Directors about the activities carried out over the previous year, receiving a recommendation from the Board of Directors
1.2	Participation of compliance service employees in forums, trainings, and training organized by the Authorized Anti-Corruption Body, the Association of Compliance Services and Business Ethics, as well as other relevant organizations	During the year	Certificate Сертификат	Compliance Service staff	Professional development of compliance service staff
1.3	Familiarization of University staff with 100% coverage of the internal regulatory documents (GNI) updated in the period from 2024 in the field of anti-corruption policy of the University and compliance service	On an ongoing basis (when changes and additions are made)	Employee Familiarization Sheets	Compliance Service staff	Knowledge of GNI in the field of anti-corruption policy, reduction of corruption risks at the university

1.4	Organization and holding of at least one event per quarter (seminars/lectures/trainings/round tables) for university managers and employees on anti-corruption legislation with the participation of the Authorized Anti-Corruption Body and other interested bodies	Quarterly	Information on the university's website and other social networks	Compliance Service, Public Relations Service, all departments of the University	Familiarization of all university staff and students with the basics of anti-corruption legislation
1.5	Organizing and conducting testing of university managers and employees on anti-corruption legislation	Once a year	Evaluation sheet	Compliance Service	Consolidating the acquired knowledge on anti-corruption legislation
1.6	Holding meetings with the student activists of the Sanaly Urpaq club on the topic: Formation of an anti-corruption culture and zero tolerance for corruption and any type of offense	Constantly	Meetings	Compliance Service student Club «Sanaly urpaq»	Effective implementation of the goals and objectives of compliance, together with the IC "Sanaly urpaq"
1.7	the anti-corruption section on the official website of the University, on social networks Facebook, Instagram	Constantly	Posts	Compliance service, student club «Sanaly urpaq»	Informing the public about ongoing anti-corruption measures
1.8	Establishing close contact, preparing and sending information on anti-corruption measures taken at the University to the Ministry of Science and Higher Education, as well as to the Authorized Anti-Corruption Body	Quarterly	Information	Compliance Service	Informing and receiving recommendations from the Ministry and the Authorized Anti-Corruption Body
Anti-corruption policies and procedures					
2.1	Updating of the University's internal regulatory documents in the field of anti-corruption compliance, including taking into account changes and additions to the current anti-corruption legislation	Constantly	Position	Compliance Service Legal Management	Bringing the University's regulatory documents into line with the

					current regulations in the field of anti-corruption policy of the state
2.2	In connection with the expiration of the certificate, he will make a proposal to the university management to allocate funds for the renewal (recertification) of the ISO 37001 certificate "Anti-Bribery Management System", developed by the International Organization for Standardization. according to the international standard, the anti-bribery management system developed by the International Organization for Standardization	Within a year after the allocation of funds	Allocation of funds for recertification Getting a certificate	Vice-Rector for Finance and Infrastructure Development Compliance Service and all interested structural units	Bringing the University's anti-corruption policy in line with the international standard
2.3	Ensuring the operation of the QR code for feedback and timely response to incoming complaints, appeals from employees and students on corruption offenses	Constantly	Monitoring	Compliance Service	Identification and elimination of corruption risks
Monitoring and analysis aimed at eliminating corruption risks					
3.1	Conducting anti-corruption monitoring of public procurement, conducting an audit of the procurement process at the university for the presence of corruption risks conducted by the university	Constantly	Help (in case of identification of risks)	Chief of Staff, Vice-Rector for Finance and Infrastructure Development, Compliance Service	Reducing corruption risks in public procurement
3.2	Monitoring conflicts of interest in all structural areas	Constantly	In case of identification, a certificate and a plan to eliminate deficiencies	Compliance service HR Policy Department	Identification and elimination of conflicts of interest
3.3	Conducting internal audits based on the results of the preliminary verification of applications received through the rector's office or other channels of informing the compliance service	As applications and information become available	Conclusion and recommendations on internal audit	Compliance service	Reducing and preventing corruption risks



3.4	Conducting an anonymous survey among students on the perception of corruption, possible corruption offenses on the part of university teaching staff	2 times a year: based on the results of the half-year and the year	Completed application form	Compliance Service	Establishing the facts of illegal actions on the part of the PPP, eliminating the facts of corruption offenses
3.5	Conducting anti-corruption monitoring during examination sessions, final attestations and thesis defense, as well as entrance exams, defense of graduate theses, doctoral studies and research projects	During the year	In case of detection of violations, conduct an internal audit	Compliance Service, Department of Academic Affairs Department of Science	Identification and suppression of corruption risks
3.6	Due to the need to check employees for reliability, it is necessary to install an online service program Kompra.kz What is required for financing	January 2025	Allocation of funds	Vice-Rector for Finance and Infrastructure Development, Compliance Service and other interested departments	Verification of trustworthiness

Head of Anti-corruption compliance service



K.K. Madiev

