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Rector of «SKMA» JSC
J. Seitzhanova
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REGULATION
ON THE COUNCIL FOR ETHICS AND ACADEMIC INTEGRIT
R 335 - 2026

Date	Copy	Edition
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ONTÜSTIK-QAZAQSTAN MEDISINA AKADEMIASY «Оңтүстік Қазақстан медицина академиясы» АҚ		 SOUTH KAZAKHSTAN MEDICAL ACADEMY АО «Южно-Казахстанская медицинская академия»
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1. GENERAL PROVISIONS

1.1. This Regulation defines the status, objectives, tasks, powers, composition and procedure for the activities of the Council for Ethics and Academic Integrity (hereinafter referred to as the - Council) of South Kazakhstan Medical Academy (hereinafter referred to as the - Academy).

1.2. The Council is a permanent collegial body of the Academy, operating on a voluntary and non-remunerated basis.

1.3. The Council shall carry out its activities in accordance with the legislation of the Republic of Kazakhstan, this Regulation and the internal regulatory documents of the Academy.

1.4. In its activities, the Council shall be guided by the principles of legality, objectivity, impartiality, fairness, respect for human dignity, confidentiality, academic integrity, responsibility, transparency and zero tolerance for corruption.

1.5. The Council shall consider both committed and alleged violations, as well as actions or omissions that create a risk of violating ethical standards, academic integrity, labor and academic discipline, anti-corruption requirements and other internal documents of the Academy.

1.6. The Council shall not substitute for the powers of the Rector, employer, Human Resources, Legal, Academic and other structural units of the Academy, nor shall it substitute for the functions of the anti-corruption compliance function.

2. REGULATORY REFERENCES

2.1. The Council shall carry out its activities in accordance with:

- the Constitution of the Republic of Kazakhstan;
- the Labor Code of the Republic of Kazakhstan;
- the Law of the Republic of Kazakhstan “On Education”;
- the Law of the Republic of Kazakhstan “On Combating Corruption”;
- other regulatory legal acts of the Republic of Kazakhstan governing education, employment relations, academic integrity, ethics, corruption prevention and personal data protection;
- the Charter of the Academy;
- the Academy’s Code of Academic Integrity;
- the Academy’s Anti-Corruption Standard;
- the Academy’s Corporate Ethics Rules;
- the Academy’s Internal Regulations;
- other internal regulatory documents of the Academy.

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2.2. In the event of amendments to the legislation of the Republic of Kazakhstan, the relevant provisions of this Regulation shall be applied taking into account the current legislation until the necessary amendments are made to this Regulation.

3. PURPOSE AND MAIN OBJECTIVES OF THE COUNCIL

3.1. The main purpose of the Council is to establish and maintain a culture of ethics, academic integrity, legality, responsibility and zero tolerance for corruption within the Academy.

3.2. The main objectives of the Council are:

- establishing and developing a culture of ethical conduct;
- ensuring compliance with professional, business and academic ethical standards;
- promoting compliance with the principles of academic honesty and integrity;
- preventing and considering ethical, disciplinary, academic and corruption-related violations;
- developing an anti-corruption culture and preventing corruption-related manifestations;
- considering conflict-of-interest matters;
- protecting the rights and legitimate interests of participants in the educational process;
- identifying the causes and conditions contributing to violations;
- initiating preventive and corrective measures;
- monitoring the implementation of Council decisions and recommendations.

4. ETHICAL CULTURE AND STANDARDS OF CONDUCT

4.1. The Academy shall foster an ethical culture based on respect for human dignity, honesty, fairness, responsibility, professionalism, conscientiousness and mutual respect.

4.2. Ethical standards of conduct shall apply to employees, academic and teaching staff, students, master's students, doctoral students and other participants in the educational process.

4.3. The principal standards of ethical conduct are:

- respectful and appropriate treatment of other persons;
- prohibition of humiliation of dignity, discrimination, threats, pressure and other forms of unethical conduct;
- conscientious performance of professional and academic duties;
- objectivity and impartiality in decision-making and assessment;

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- prohibition of abuse of official, professional or academic position;
- compliance with confidentiality requirements;
- prevention and resolution of conflicts of interest;
- compliance with the principles of academic integrity;
- zero tolerance for corruption and unlawful remuneration;
- compliance with legislation and the internal documents of the Academy.

5. ACADEMIC INTEGRITY AND THE EDUCATIONAL PROCESS

5.1. The Council shall consider violations of the principles of academic integrity by participants in the educational process in accordance with the Law of the Republic of Kazakhstan “On Education” and the internal regulatory documents of the Academy.

5.2. Violations of academic integrity include, in particular:

- plagiarism;
- cheating and use of prohibited materials;
- presenting another person’s work as one’s own;
- fabrication or falsification of academic results;
- improper influence on assessment results;
- unauthorized receipt or provision of assistance in completing academic assignments;
- distortion of academic information and documents;
- other violations provided for by legislation and the internal documents of the Academy.

5.3. The Council shall consider matters relating to the educational process insofar as they concern violations of ethical standards, academic integrity, objectivity of assessment, the rights of participants in the educational process, conflicts of interest, or the emergence of corruption risks and violations.

5.4. When considering matters, the Council shall ensure an objective examination of the circumstances, obtain explanations from interested persons and provide them with an opportunity to present their position.

6. ANTI-CORRUPTION CULTURE AND CONFLICT OF INTEREST

6.1. The Council shall promote the development of an anti-corruption culture within the Academy based on the principles of legality, transparency, fairness, responsibility and zero tolerance for corruption.

6.2. The Council shall consider matters related to:

- corruption risks;
- conflicts of interest;

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- abuse of official or academic powers;
- unlawful provision of advantages;
- use of an official or academic position for personal benefit;
- other actions or omissions containing signs of corruption or creating corruption risks.

6.3. The Council may initiate preventive measures aimed at eliminating the causes and conditions contributing to corruption and other violations.

7. EMPLOYMENT RELATIONS AND DISCIPLINE

7.1. The Council shall consider matters related to employees' violations of ethical standards, professional conduct, labor discipline, terms of employment relations, conflicts of interest and other circumstances falling within the Council's competence.

7.2. The Council shall not substitute for the employer in concluding, amending or terminating employment contracts or in resolving other matters assigned by law to the competence of the employer.

7.3. Following consideration of a matter, the Council may recommend that the employer impose a disciplinary sanction in accordance with the procedure established by the legislation of the Republic of Kazakhstan.

7.4. Employees may be subject to disciplinary sanctions provided for by the Labor Code of the Republic of Kazakhstan and other laws of the Republic of Kazakhstan. The Council shall not independently impose disciplinary sanctions on employees but shall submit relevant proposals to the employer based on the results of its consideration.

8. COMPOSITION OF THE COUNCIL AND PARTICIPATION OF THE COMPLIANCE OFFICER

8.1. The Council shall consist of the Chairperson, Council members and a Secretary without voting rights.

8.2. The composition of the Council shall be approved by the Rector of the Academy.

8.3. The Compliance Officer shall participate in Council meetings as an observer without voting rights.

8.4. Within the scope of his/her competence, the Compliance Officer shall:

- inform the Council about corruption risks;
- participate in consideration of conflict-of-interest matters;
- submit proposals on corruption prevention;
- provide recommendations on anti-corruption compliance matters;

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- have the right to initiate consideration of matters involving corruption risks;
- monitor the implementation of Council recommendations concerning anti-corruption matters.

8.5. The Compliance Officer shall have the right to participate in the discussion of matters under consideration, ask questions to participants of the meeting, request additional documents and information necessary to assess corruption risks and the circumstances of the matter under consideration, and submit proposals and recommendations within the scope of his/her competence.

8.6. The participation of the Compliance Officer in the work of the Council shall not restrict his/her independence in performing compliance functions and shall not prevent the independent exercise of powers provided for by the legislation of the Republic of Kazakhstan and the internal documents of the Academy.

9. POWERS OF THE COUNCIL AND ITS MEMBERS

9.1. The Council shall have the right to:

- consider statements, appeals, complaints and other information concerning committed or alleged violations;
- independently initiate consideration of a matter upon identifying signs of a violation;
- request necessary documents, information and written explanations;
- invite and hear participants, witnesses, experts and specialists;
- establish the circumstances and causes of a violation;
- assess the degree of fault, consequences, recurrence, mitigating and aggravating circumstances;
- identify systemic problems and risks;
- initiate preventive and corrective measures;
- submit proposals to the Rector regarding the application of response and disciplinary measures;
- refer materials to the Compliance Officer and other authorized structural units;
- initiate improvement of internal regulatory documents and procedures;
- monitor the implementation of Council decisions.

9.2. Council members shall have the right to:

- review the materials concerning the matter under consideration;
- participate in discussion and voting;
- ask questions to participants;
- submit proposals for additional measures and verification of circumstances;
- initiate consideration of a matter by the Council;

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– require that a dissenting opinion be entered into the minutes.

9.3. Council members shall act objectively and impartially, maintain confidentiality and declare self-recusal where a conflict of interest exists.

10. INITIATION AND PROCEDURE FOR CONSIDERATION OF MATTERS

10.1. Every employee or student of the Academy shall have the right to apply to the Council with a statement, complaint or appeal.

10.2. Grounds for consideration of a matter may include:

- a statement, complaint or appeal;
- an official memorandum;
- information from a structural unit;
- information from the Compliance Officer;
- results of internal control or an investigation;
- information about a committed violation;
- information about an alleged violation;
- anonymous information containing details of a possible violation, provided that it contains sufficient information for verification;
- independent identification by the Council of signs of a violation.

10.3. Anonymous appeals may serve as grounds for a preliminary review, preventive measure or initiation of consideration by the Council where sufficient information concerning a possible violation is available.

10.4. The Chairperson shall determine whether a matter falls within the Council's competence and determine the procedure for its consideration.

10.5. During preparation of a matter, the necessary documents and information shall be reviewed and, where necessary, explanations shall be requested from interested persons.

10.6. The person in respect of whom a matter is being considered shall be given an opportunity to provide explanations and documents.

10.7. Consideration shall be carried out collectively, objectively and taking into account all circumstances of the matter.

10.8. Following consideration, the Council may:

- establish that no violation has occurred;
- establish the fact of a violation;
- recommend application of an appropriate measure;
- initiate preventive or corrective measures;
- refer materials to the relevant structural unit;
- where grounds exist, refer materials to authorized state bodies.

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11. RESPONSE AND DISCIPLINARY MEASURES

11.1. Depending on the nature and severity of the violation, the Council may apply or recommend:

- a preventive discussion;
- an official warning;
- elimination of the identified violation;
- restoration of violated rights in permissible forms;
- mandatory training on ethics, academic integrity or anti-corruption culture;
- additional preventive measures;
- initiation of disciplinary proceedings in accordance with the established procedure;
- an additional investigation;
- elimination of an identified corruption or other risk;
- referral of materials to authorized bodies.

11.2. The response measure shall be proportionate to the nature, severity and consequences of the violation.

11.3. When selecting a measure, the nature and degree of fault, consequences, recurrence, motives, admission of the violation, voluntary elimination of its consequences and other mitigating or aggravating circumstances shall be taken into account.

12. MEASURES APPLICABLE TO STUDENTS

12.1. Measures applicable to students shall be imposed in accordance with the legislation of the Republic of Kazakhstan and the internal regulatory documents of the Academy.

12.2. Depending on the nature of the violation, the following measures may be applied:

- a preventive discussion;
- a warning;
- a written warning;
- mandatory training on ethics and academic integrity;
- other educational and preventive measures;
- disciplinary measures provided for by the internal documents of the Academy;
- expulsion in cases and according to the procedure provided for by legislation and the internal documents of the Academy.

12.3. Measures applied shall be proportionate to the violation committed and shall not humiliate the dignity of the student.

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13. PREVENTIVE AND CORRECTIVE MEASURES

13.1. The Council may initiate preventive measures regardless of whether a violation has been committed.

13.2. Preventive measures include:

- training and awareness-raising activities;
- seminars and workshops;
- anti-corruption education;
- monitoring of the culture of ethics and academic integrity;
- analysis of recurring violations;
- identification and assessment of risks;
- improvement of internal procedures;
- strengthening controls in high-risk areas;
- development of recommendations for structural units.

13.3. Where violations are found to be systemic in nature, the Council may initiate amendments to the relevant internal rules, procedures and organizational processes.

14. COUNCIL DECISIONS AND MONITORING OF THEIR IMPLEMENTATION

14.1. A Council decision shall be documented in minutes and, no later than the day following the date of its signing, shall be sent to the Rector and the relevant structural unit for implementation.

14.2. The decision shall specify the response measure, responsible executor and deadline for implementation.

14.3. Where a decision provides for the application of a disciplinary measure to an employee, the materials shall be submitted to the Rector for the employer to make the relevant decision in accordance with the procedure established by law. The Human Resources Department shall ensure preparation of the necessary documents and compliance with the prescribed procedure.

14.4. A decision concerning a student shall be sent to the dean's office of the relevant faculty or another unit responsible for organizing the educational process for implementation of the prescribed measure.

14.5. Matters related to corruption risks and conflicts of interest shall be referred to the Compliance Officer for action within his/her competence and subsequent monitoring.

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14.6. The responsible structural unit shall implement the decision within the period established by the Council, and if no period is specified, no later than **10 (ten) working days** from the date of receipt, unless another period is established by the legislation of the Republic of Kazakhstan or a longer period is objectively required for implementation of the decision.

14.7. If implementation of the decision requires a longer period, the responsible unit shall notify the Chairperson within **3 (three) working days**, stating the reasons and the proposed completion date.

14.8. Upon completion of implementation, the responsible unit shall, on the same day, provide the Secretary with information confirming implementation together with supporting documents.

14.9. The Secretary shall maintain records of implementation of decisions and monitor established deadlines. The Chairperson shall exercise overall control over implementation of decisions.

14.10. In case of unjustified failure to implement a decision, the matter shall be reconsidered by the Council, which may submit proposals to the Rector regarding appropriate measures against the responsible persons.

14.11. If new circumstances, additional violations or systemic deficiencies are identified during implementation, the Council may initiate their separate consideration.

14.12. Upon receipt of confirmation of implementation, the Secretary shall make a corresponding record and prepare the materials for storage.

14.13. Where necessary, the Council shall establish subsequent monitoring, specifying the period for implementation of the decision and elimination of the causes contributing to the violation.

14.14. Upon completion of implementation and subsequent monitoring, the Council shall decide to close the monitoring process.

14.15. Materials relating to matters considered shall be stored by the Secretary in accordance with the established procedure and in compliance with the legislation of the Republic of Kazakhstan concerning confidentiality and personal data protection.

15. ORGANIZATION OF THE COUNCIL'S WORK

15.1. The principal form of the Council's work shall be meetings.

15.2. Meetings shall be held as necessary.

15.3. A meeting shall be duly constituted if at least half of the Council members with voting rights participate.

15.4. Decisions shall be adopted by a simple majority of the votes of the members present. In the event of a tie, the Chairperson shall have the casting vote.

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15.5. A Council member who disagrees with the decision shall have the right to submit a dissenting opinion, which shall be attached to the minutes.

15.6. If the person in respect of whom the matter is being considered fails to appear and the Council has determined that his/her participation is necessary, consideration of the matter shall be postponed. A repeated failure to appear without a valid reason shall not prevent consideration of the matter, provided that the person has been duly notified of the date, time and place of the meeting and has been given an opportunity to submit written explanations.

15.7. Council members, the Secretary and invited persons shall maintain confidentiality and comply with legislation on personal data protection.

15.8. The minutes of the meeting shall be signed by the Chairperson and the Secretary of the Council.

16. FINAL PROVISIONS

16.1. The Council shall interact with the Rector, Compliance Officer, Human Resources, Legal, Academic and other structural units of the Academy.

16.2. The Council shall have the right to submit proposals for improvement of internal regulatory documents, procedures and mechanisms for preventing violations.

16.3. This Regulation shall be approved by order of the Rector of the Academy.

16.4. Amendments and additions to this Regulation shall be introduced by order of the Rector of the Academy.

16.5. Matters not regulated by this Regulation shall be governed by the legislation of the Republic of Kazakhstan and the internal regulatory documents of the Academy.

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Developed by:

Position	Full Name	Date	Signature
Compliance Officer	Pernebayev N.A.	31.08.2026	

Reviewed by:

Position	Full Name	Date	Signature
Head of the Quality Assurance and Monitoring Department	Erzhanov N.A.	31.08.2026	
Head of the Department of Administrative and Legal Support	Kabishtayev O.A.	31.08.2026	

Agreed by:

Position	Full Name	Date	Signature
Vice-Rector for Educational and Social Affairs	Salim E.K.	31.08.2026	
Vice-Rector for Research and Strategic Development	Aukenov N.E.	31.08.2026	
Vice-Rector for Academic Affairs	Anartayeva M.U.	31.08.2026	
Vice-Rector for Clinical Affairs	Nurmashev B.K.	31.08.2026	