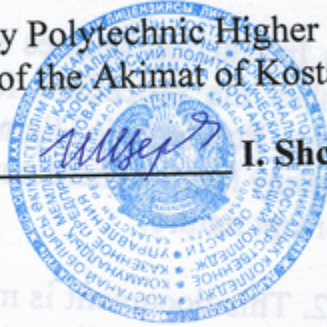


"I APPROVE"

Acting Director State-owned enterprise "Kostanay Polytechnic Higher College" of
the Education Department of the Akimat of Kostanay region

I. Shcherbakova



**INSTRUCTIONS
on combating corruption**

State-owned enterprise "Kostanay Polytechnic Higher College" of the Education
Department of the Akimat of Kostanay region

Chapter 1. Scope

1. This Instruction defines what is considered to be actions of a corrupt nature, establishes the procedure for the actions of employees of the State Enterprise "Kostanay Polytechnic Higher College" of the Education Department of the Akimat of Kostanay Region (hereinafter referred to as the College) in the event of a situation of a corrupt nature.

2. This document is mandatory for review and use by all structural divisions and officials of the college.

3. The requirements given in this Instruction are the minimum necessary and should not be considered as exhaustive and/or limiting for a particular case.

Chapter 2. Glossary

4. Basic concepts and abbreviations used in the Instructions:

• **Corruption** is the illegal use by persons holding a responsible government position, persons authorized to perform government functions, persons equivalent to persons authorized to perform government functions, officials of their official (service) powers and the opportunities associated with them for the purpose of obtaining or extracting, personally or through intermediaries, property (non-property) benefits and advantages for themselves or third parties, as well as bribery of these persons by providing benefits and advantages.

• **Anti-corruption activities** are the activities of anti-corruption entities within the limits of their powers to prevent corruption, including the formation of an anti-corruption culture in society, the identification and elimination of the causes and conditions that contribute to the commission of corruption offenses, as well as the identification, suppression, disclosure and investigation of corruption offenses and the elimination of their consequences.

• **Commercial bribery** is the illegal transfer of money, securities or other property to a person performing managerial functions in a commercial or other organization, as well as the illegal provision of property services to him for the use of his official position, as well as for general patronage or connivance in service in the interests of the person committing the bribery.

• **An official** is a person who, permanently, temporarily or by special authority, exercises the functions of a representative of the authorities or performs organizational and managerial or administrative and economic functions in government bodies, entities