

"I APPROVE"

Director of the State Enterprise "Kostanay Polytechnic Higher College" of the
Education Department of the Akimat of Kostanay Region


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**The procedure for informing employees about facts or possible violations of
anti-corruption legislation**

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

1. General Provisions

The procedure for informing employees about facts or possible violations of anti-corruption legislation The State Enterprise "Kostanay Polytechnic Higher College" of the Education Department of the Akimat of Kostanay Region was developed in accordance with the Law of the Republic of Kazakhstan "On Combating Corruption", as well as the current regulatory legal acts of the Republic of Kazakhstan.

1. This procedure defines the method by which employees inform the employer about cases of incitement to commit corruption offenses, and also establishes the procedure for actions upon detection of the fact of corruption offenses by employees during their work activities.
2. The procedure is posted on the official Internet resource of the College and is communicated to all employees.
3. The following basic concepts are used in this procedure:
 - 1) corruption - 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 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;

2) combating corruption – 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;

3) a corruption offence is an illegal culpable act (action or inaction) that has signs of corruption, for which administrative or criminal liability is established by law;

4) corruption risk – the possibility of the emergence of causes and conditions that contribute to the commission of corruption offenses;

5) prevention of corruption – the activities of anti-corruption entities to study, identify, limit and eliminate the causes and conditions that contribute to the commission of corruption offenses, through the development and implementation of a system of preventive measures;

6) a bribe is the receipt by a person authorized to perform state functions, or a person equivalent to him, or a person holding a responsible state position, or an official, as well as an official of a foreign state or an international organization, personally or through an intermediary, of a bribe in the form of money, securities, other property, the right to property or benefits of a property nature for himself or other persons for actions (inactions) in favor of the bribe-giver or the persons represented, if such actions (inactions) are part of the official powers of this person, or he, by virtue of his official powers, can facilitate such actions (inactions), as well as for general patronage or connivance.

2. The procedure for informing employees about facts or possible violations of anti-corruption legislation

1- a corruption offence is an illegal culpable act (action or inaction) that has signs of corruption, for which administrative or criminal liability is established by law;

2-corruption risk – the possibility of the emergence of causes and conditions that contribute to the commission of corruption offenses;

3- prevention of corruption – the activities of anti-corruption entities to study, identify, limit and eliminate the causes and conditions that contribute to the commission of corruption offenses, through the development and implementation of a system of preventive measures;

4-bribe-receipt by a person authorized to perform state functions, or by a person equivalent to him, or by a person holding a responsible state position, or by an official, as well as by an official of a foreign state