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**Registrar Notification No. 62 / 2021**

**See Distribution:**

25 November 2021

**BAHRIA UNIVERSITY CONFLICT OF INTEREST / COMMITMENT POLICY (2021)**

Reference:

A. Case File BU-HO/Reg/2021/094.

Bahria University 'Conflict of Interest / Commitment Policy (2021)', approved by the Honorable Rector, is enclosed for compliance and dissemination to all BU employees, please.

-----Signed-----

**SHAFQAT AZAD SI(M), S.Bt**

Commodore (Retd)

Registrar

Enclosure:

1. BU Conflict of Interest / Commitment Policy (2021)

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# **Bahria University**

## **Conflict of Interest / Commitment Policy (2021)**



**BAHRIA UNIVERSITY**  
**ISLAMABAD**



## **CERTIFICATE OF PROMULGATION**

1. It is certified that this document titled 'Conflict of Interest / Commitment Policy (2021)' contains 08 pages including title pages. This document was approved by the Honorable Rector Bahria University on 24 November 2021.
2. The Conflict of Interest / Commitment Policy (2021) document stands promulgated with effect from 25 November 2021.

A handwritten signature in blue ink, appearing to read "Shafqat Azad SI(M), S. Bt", written over a horizontal line.

**SHAFQAT AZAD SI(M), S. Bt**  
Commodore  
Registrar  
Bahria University, Islamabad

## Record of Amendments

[illegible]

**Note:** Amendments are to be recorded, cross-checked and their incorporation in the documents authenticated (with name, designation, and signatures).

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# **Conflict-of-Interest / Commitment Policy**

## **Preamble**

1. There can be situations where a BU employee's personal interest clashes with BU's interest wherein the individual can gain personal benefits or benefits to his/her family by utilizing his/her position/authority. Similarly, there can be situations where a BU employee because of expertise in a particular domain might be inclined to render services to organisations other than BU at the expense of his/her core commitments at BU.
2. This policy is being promulgated to provide guidelines for the conduct of BU employees when faced with conflict of interest / commitment situations.

## **What is Conflict of Interest and Conflict of Commitment?**

3. Conflict of Interest occurs when a university employee is in a position to gain personal benefit or give benefit to family members/friends/close relatives/associates directly or indirectly from the decisions / actions taken by him / her in his / her official capacity.
4. Conflict of Commitment occurs when a University employee is involved in any activity or rendering services to an external organization(s) / entity / individual etc. which may interfere with his/her primary responsibility / commitment to the university.

## **Purpose**

5. The purpose of this policy is to provide guidelines / awareness to the employees of Bahria University for avoiding any conflict of interest or commitment situation thereby protecting their own integrity and BU's interest.

## **Applicability of the Policy**

6. This policy applies to all employees of Bahria University.

## **Policy Statement**

7. University employees are expected to display high morals/ethics and exercise sound judgement when faced with a potential conflict of interest / commitment situation and behave in a manner expected of their official position. It is the responsibility of every employee to disclose any potential conflict of interest/commitment situation involving himself/herself or any other employee of BU, that he/she may observe, to his immediate superior. All DGs / Pro-Rectors/ Directors / Deans / Principals / HODs and supervisors should make all employees aware of this policy and develop conducive environment aligned with the university's mission and vision.