



## **CODE OF ETHICAL CONDUCT AND IMPLEMENTATION POLICY**

### **1. Purpose, Scope, and Principles of Implementation**

The purpose of this document is to ensure that employees of Cyprus Aydın University act within a common ethical framework and to define the principles of ethical conduct and their implementation procedures.

Cyprus Aydın University aims to educate individuals who are socially responsible, contribute added value to society and the world, and support scientific production through a human-centered approach. In this regard, the University strives to be a symbol of reliability, sustainability, and reputation for all its stakeholders.

This policy covers the Board of Trustees, the Executive Board, and the Senate Members, as well as all academic and administrative staff, students, business partners, and third parties. All individuals within the University are obliged to comply with these ethical rules.

The adoption, implementation, and dissemination of ethical rules are the responsibility of all managers. Employees are also expected to declare that they have read and understood this document. Compliance with legal regulations and the prevention of bribery and corruption constitute an integral part of this policy.

### **2. Relations**

#### **2.1. Employee Relations**

Cyprus Aydın University:

- Values its employees and respects their rights,
- Ensures equal opportunity and does not allow discrimination,
- Supports employee development,
- Implements fair compensation and objective performance systems,
- Provides a healthy, safe, and respectful working environment,
- Attaches importance to confidentiality and human rights.

#### **2.2. Student Relations**

- Prioritizes students' needs and expectations,
- Provides high-quality and sustainable educational services,
- Establishes transparent, accurate, and trust-based communication,
- Protects student rights.

#### **2.3. Stakeholder Relations**

- Protects the rights and interests of all stakeholders,
- Acts in accordance with principles of transparency and accuracy,
- Uses institutional resources effectively and efficiently.

## **2.4. Supplier Relations**

- Selects suppliers based on objective criteria,
- Establishes open and trust-based communication,
- Complies with confidentiality and occupational safety rules.

## **2.5. Public Relations**

- Conducts its activities in compliance with applicable laws,
- Ensures all transactions are transparent and properly recorded.

## **3. Internal Communication**

- Protects and enhances the reputation of the University,
- Encourages open communication and feedback,
- Acts within the limits of authority in official statements.

## **4. Responsibilities of Employees**

Employees:

- Act in accordance with laws and ethical principles,
- Perform their duties with honesty and fairness,
- Avoid bribery and conflicts of interest,
- Protect the reputation of the University,
- Use institutional assets with due care,
- Avoid behaviors that may harm the working environment.

## **5. Compliance with Laws**

- All activities are conducted in accordance with national and international legislation,
- Contracts are prepared in a transparent and clear manner,
- Representation authority is exercised only by authorized persons.

## **6. Social Responsibility**

- Supports social development,
- Encourages social responsibility projects.

## **7. Competition**

- Avoids unfair competition,
- Refrains from collaborations that may distort market conditions.

## **8. Corporate Disclosure**

- Statements are made only by authorized persons,
- Accuracy and transparency are essential in information processes.

## **9. Quality**

- Aims for excellence in education and student satisfaction,
- Adopts a continuous improvement approach.

## **10. Environment**

- Gives importance to the protection of natural resources,
- Encourages environmentally sensitive practices.

## **11. Asset and Information Management**

- Protects and uses University assets effectively,
- Ensures information security and confidentiality,
- Respects intellectual property rights,
- Avoids conflicts of interest,
- Applies ethical rules in gift and benefit relations.

## **12. Ethical Implementation Principles**

- Ethical violations must be reported,
- Confidentiality and objectivity are essential in reporting,
- Disciplinary provisions are applied in cases of violations,
- Ethical processes are conducted by the relevant boards.

## **13. Ethical Reporting System**

Through the feedback system established within Cyprus Aydın University, students, employees, and other stakeholders may submit their opinions and complaints. All notifications are evaluated, and feedback is provided as soon as possible.