



The University of Agriculture Peshawar

CONFLICT OF INTEREST POLICY 2025

1. PREAMBLE

The University of Agriculture, Peshawar is committed to maintaining the highest standards of integrity, transparency, and ethical conduct in all its operations. This Conflict of Interest Policy establishes comprehensive guidelines to identify, disclose, and manage situations where personal, financial, or professional interests might compromise the objectivity and professional judgment of university personnel. The policy has been developed in alignment with national educational standards, statutory requirements, and international best practices in academic governance.

2. STATUTORY PROVISIONS

This policy operates within the framework of Pakistan's higher education regulations, including directives from the Higher Education Commission, the Universities Act and its amendments, provincial education regulations, and national accountability frameworks. The University recognizes its obligation to comply with these statutory requirements while maintaining the highest ethical standards in academic and administrative operations.

3. PURPOSE AND OBJECTIVES

The primary purpose of this policy is to protect the integrity of the University's decision-making processes and maintain public trust in its operations. The policy aims to establish clear procedures for identifying and managing conflicts of interest, ensure compliance with legal and ethical standards, and promote transparency across all University activities. It seeks to create an environment where ethical considerations are paramount in academic, research, and administrative decisions.

4. SCOPE OF APPLICATION

This policy applies to all individuals associated with the University, including but not limited to full-time and part-time faculty members, administrative staff, research personnel, students involved in university activities, board members, committee members, external consultants, contractors, and collaborative partners. All individuals must comply with this policy's provisions throughout their association with the University.

5. DEFINITION AND TYPES OF CONFLICTS

A conflict of interest exists when an individual's personal, financial, or professional interests could reasonably be perceived to affect their objectivity or professional judgment in performing University duties. Financial conflicts may include ownership interests in entities doing business with the University, secondary employment, consulting arrangements, or receipt of benefits from university vendors. Personal conflicts encompass family relationships within the University, supervision of relatives, or involvement in hiring decisions affecting family members. Professional conflicts can arise from external

commitments, competing academic obligations, or the use of university resources for personal gain.

6. DISCLOSURE REQUIREMENTS

All covered individuals must submit annual declarations of potential conflicts using the prescribed declaration form. New conflicts must be disclosed immediately as they arise. The disclosure process requires detailed information about financial interests, personal relationships, external commitments, and any other circumstances that might create actual or perceived conflicts. Disclosures must be updated whenever significant changes occur in the individual's circumstances.

7. MANAGEMENT AND OVERSIGHT

The Registrar's Office maintains primary responsibility for policy implementation, record-keeping, and coordination with departments. A dedicated Conflict of Interest Committee reviews declarations, investigates reported violations, and recommends management strategies. Deans and Department Heads ensure policy compliance within their units and conduct first-level reviews of declared conflicts.

Management strategies may include disclosure and transparency measures, recusal from specific decisions, modification of responsibilities, external oversight, divestment of interests, or resignation from conflicting roles. All management plans must be documented and regularly reviewed for effectiveness.

8. ENFORCEMENT AND COMPLIANCE

Violations of this policy, including failure to disclose conflicts, non-compliance with management plans, or false declarations, will result in appropriate disciplinary action. Penalties may range from written warnings to suspension of privileges, disciplinary proceedings, or contract termination. The University prohibits retaliation against individuals who report potential violations and provides appropriate protection for whistleblowers.

9. DECLARATION PROCESS

The attached declaration form (Annexure-A) must be completed annually by all covered individuals. The form requires detailed information about potential conflicts and must be submitted to the appropriate supervisory authority. The Conflict of Interest Committee reviews declarations and determines appropriate management strategies.

ANNEXURE-A: CONFLICT OF INTEREST DECLARATION FORM

[Personal Information]

Name: _____

Designation: _____

Department/Unit: _____

Employee ID: _____

[Declaration Sections]

1. Financial Interests (Please provide details of any financial relationships or interests that could create a conflict):

2. Personal Relationships (Describe any relevant personal relationships within the University):

3. External Commitments (List any external professional activities or commitments):

4. Other Potential Conflicts (Describe any other situations that could create a conflict):

[Certification]

I hereby declare that the information provided above is complete and accurate to the best of my knowledge. I understand my ongoing obligation to update this declaration if circumstances change.

Signature: _____

Date: _____

[Review Section]

Reviewed by Department Head: _____

Date: _____

Committee Decision:

☐ No conflict exists

☐ Conflict exists - management plan required

☐ Additional information needed

Committee Chair Signature: _____

Date: _____