



Bahria University

29. Does your organisation support and facilitate a holistic ethical organisational culture?

Yes, Bahria University actively supports and facilitates a holistic ethical organisational culture. Our commitment to ethics is formalized through a comprehensive ethical policy, which is attached below;

Bahria University



ETHICS POLICY 2026

1. Introduction and Institutional Commitment

1.1 Bahria University, established in 2000 under the auspices of the Pakistan Navy, is a federally chartered public sector university dedicated to the advancement of knowledge, academic excellence, and societal development. As a multidisciplinary institution with campuses in Islamabad, Karachi, and Lahore, the University provides education and research opportunities across a wide range of disciplines including engineering, computer sciences, health sciences, management sciences, social sciences, law, environmental sciences, psychology, and maritime studies. Through its academic programs and research initiatives, the University seeks to contribute to national development while fostering intellectual growth and professional competence among its students.

1.2 Universities play a vital role in shaping the intellectual and moral character of society. As centers for the creation, preservation, and dissemination of knowledge, they must ensure that academic activities are conducted with integrity, responsibility, and respect for ethical principles. The credibility and reputation of a university depend not only on academic achievements but also on the ethical standards maintained by its faculty members, students, researchers, and administrators. Ethical conduct ensures that academic freedom is exercised responsibly, scholarly work is authentic and reliable, and institutional decisions are guided by fairness and transparency. This Ethical Policy establishes the overarching ethical framework governing academic, research, and professional conduct at Bahria University. It articulates the fundamental principles and standards expected of all members of the University community and provides guidance for ethical decision-making across academic, administrative, and research activities. The policy complements and reinforces the existing regulatory framework of the University, including the Bahria University Statutes, Regulations and Academic Rules. In addition, it aligns with other institutional policies such as the BU Plagiarism Policy, the Ethical Review Committee (ERC) regulations, and the HEC Policy Guidelines Against Sexual Harassment in Institutions of Higher Learning.

2. Purpose

2.1 The purpose of this Ethical Policy is to establish a comprehensive framework of ethical principles, standards, and expectations that guide the conduct of all members of Bahria University. The policy seeks to promote a culture of integrity, accountability, transparency, and respect across academic, research, administrative, and professional activities, ensuring that all institutional functions are carried out in a responsible and ethically sound manner. It provides guidance for ethical decision-making and supports compliance with applicable legal, regulatory, and professional standards. Through this framework, the policy aims to safeguard the credibility of academic programs, ensure the reliability and integrity of research outputs, protect the rights and dignity of individuals, and uphold the reputation of the University as a center of excellence. It further seeks to prevent unethical practices, including academic misconduct, research malpractice, and misuse of authority, while promoting responsible use of resources, technology, and intellectual property. In doing so, the policy strengthens institutional governance and fosters an inclusive, respectful, and safe academic environment.

3. Scope and Applicability

3.1 This Ethical Policy applies to all members of the Bahria University community, including faculty members, students, researchers, administrative staff, visiting scholars, consultants, contractors, collaborators, and any individual or entity engaged in activities under the authority or representation of the University. The policy governs conduct across all domains of University operations, including teaching and learning, research and scholarly publication, administrative and governance processes, professional interactions, and the use of institutional, digital, and intellectual resources. Its applicability extends beyond the physical boundaries of the University to include off-campus activities conducted on behalf of the University, such as internships, fieldwork, conferences, community engagement initiatives, and industry collaborations, as well as digital and virtual environments where the University is represented. All individuals covered under this policy are expected to understand, adhere to, and uphold the ethical standards outlined herein, and to conduct themselves in a manner that reflects responsibility, accountability, and respect for others. This policy operates in conjunction with existing Bahria University statutes, regulations, and related policies, including academic rules, plagiarism policy, Ethical Review Committee guidelines, and Higher Education Commission frameworks, and shall be applied in a complementary manner to ensure consistency and coherence in institutional governance.

4. Ethical Foundations and Core Values

4.1 The ethical framework of Bahria University derives from its institutional vision, mission, and core values. The University aspires to become a knowledge-driven international institution that contributes to the development of society through quality education, innovative research, and strong engagement with industry and the global academic community. Achieving this vision requires a commitment to ethical conduct at all levels of academic and administrative activity.

4.2 **Integrity** forms the cornerstone of ethical behavior at the University. Members of the academic community are expected to act honestly, transparently, and responsibly in all academic, research, and professional activities. Integrity requires that academic work reflects genuine intellectual effort, that research findings are reported truthfully, and that professional responsibilities are carried out with fairness and accountability.

4.3 **Excellence** represents the University's commitment to maintaining the highest standards in teaching, research, and professional practice. Faculty members, students, and staff are encouraged to pursue continuous improvement, maintain academic rigor, and contribute to the advancement of knowledge within their respective fields.

4.4 **Creativity** and innovation are central to the intellectual mission of the University. These values encourage exploration of new ideas, interdisciplinary collaboration, and the development of innovative solutions to societal challenges. At the same time, creativity must always be exercised within the boundaries of ethical responsibility and academic integrity.

4.5 **Tolerance, positivity, humility, and self-discipline** further reinforce the culture of ethical behavior within the University. These values promote mutual respect, inclusivity, and responsible conduct among members of the academic community. By fostering an environment characterized by professionalism, respect, and accountability, Bahria University seeks to create a culture where ethical behavior becomes an integral part of academic life.

5. Scope and Applicability

5.1 This Ethical Policy applies to all members of the Bahria University community, including faculty members, students, researchers, administrative staff, visiting scholars, collaborators, and individuals engaged in academic or research activities under the authority of the University. The policy establishes the ethical standards expected of individuals who represent the University in academic, professional, and research settings.

5.2 The policy governs conduct within university campuses as well as activities conducted on behalf of the University, including research collaborations, academic conferences, internships, community engagement programs, and digital learning environments. Ethical responsibilities therefore extend beyond the physical boundaries of the campus and apply to any activity carried out under the name or authority of Bahria University. The ethical standards articulated in this policy apply to all aspects of university life, including teaching and learning, research and scholarly publication, institutional governance, professional relationships, student conduct, and the responsible use of university resources. Members of the University community are expected to familiarize themselves with these standards and ensure that their actions reflect the ethical principles outlined in this document.

6. Applicable Statutes, Regulations, and Policy Framework

6.1 This Ethical Policy shall be read in conjunction with, and is supported by, the following statutes, rules, regulations, and policy frameworks:

6.1.1 Bahria University Regulatory Framework

- Bahria University Statutes
- Bahria University Academic Regulations
- Bahria University Academic Rules

6.1.2 Institutional Policies

- Bahria University Plagiarism Policy
- Bahria University Intellectual Property (IP) Policy
- Bahria University Student Mentoring Policy

- Bahria University Equality and Non-Discrimination / Diversity, Equity & Inclusion Policy (2024)

6.1.3 National Regulatory Framework (Pakistan)

- Higher Education Commission (HEC) Plagiarism Policy
- HEC Policy Guidelines Against Sexual Harassment in Institutions of Higher Learning
- HEC Framework on the Use of Generative AI in Higher Education Institutions
- Higher Education Commission (HEC) Policy on Drug and Tobacco Abuse in Higher Education Institutions, 2021
- Applicable national laws and regulatory requirements governing higher education, research ethics, and data protection

6.1.4 International Ethical Standards (Where Applicable)

- Ethical frameworks adapted from bodies such as the National Association of Social Workers (NASW) (for administrative ethics)

6.2 In the event of any inconsistency, ambiguity, or omission within this Ethical Policy, the provisions of the relevant Bahria University Statutes, Academic Regulations, Academic Rules, and duly approved institutional policies shall prevail and take precedence. Furthermore, where applicable, national regulatory frameworks and statutory requirements shall have overriding authority.

7. Academic Integrity

7.1 Academic integrity forms the foundation of scholarship at Bahria University. The credibility of academic programs and research outputs depends on honesty, originality, and respect for intellectual property. All students and faculty members are expected to uphold the highest standards of intellectual and academic integrity in teaching, learning, research, and assessment activities. Academic work submitted for evaluation must represent the genuine effort of the individual or group responsible, and dishonest work shall not be accepted for academic recognition or assessment. Faculty members are responsible for promoting a culture of ethical scholarship by clearly communicating expectations regarding academic honesty, ensuring transparency in assessment practices, and guiding students on proper citation, attribution, and responsible research practices. The standards governing academic honesty are defined in **Chapter 13 of the Bahria University Academic Rules (2024)**.

7.2 Academic Misconduct

7.2 Academic misconduct refers to any act that compromises the fairness, credibility, or authenticity of academic work or evaluation. In accordance with the Bahria University Academic Rules (BUAR 2024), the following actions constitute academic misconduct.

7.2.1 Cheating

7.2.1 Cheating involves the use or attempted use of unauthorized materials, information, or assistance in academic activities. This includes copying from other students, receiving unauthorized help on assignments, using prohibited notes or electronic devices during examinations, leaking or obtaining examination papers in advance, altering graded scripts, or asking another individual to appear in an examination or complete academic work on one's behalf.

7.2.2 Fabrication

7.2.2 Fabrication refers to the falsification or invention of information, data, or citations in academic work, including manipulating laboratory results, inventing research data, or creating fictitious references.

7.2.3 Misuse of Academic Resources

7.2.3 Misuse involves the unauthorized use of academic materials or institutional resources, including lecture notes, library materials, examination papers, answer sheets, or other academic documents and intellectual property.

7.2.4 Forgery

7.2.4 Forgery refers to falsifying or altering official academic documents, records, or signatures, including tampering with examination scripts or institutional documents.

7.2.5 Facilitating Academic Misconduct

7.2.5 Facilitating academic misconduct involves assisting or enabling another individual to engage in dishonest academic practices, such as writing assignments for another student, sharing answers during examinations, impersonation, or falsely marking attendance.

7.2.6 Academic Dishonesty

7.2.6 Academic dishonesty includes deception or misrepresentation in academic matters, such as providing false explanations for misconduct, submitting fabricated excuses to obtain extensions, falsely claiming attendance, or attempting to alter academic records or grades.

7.2.7 Plagiarism

7.2.7 Plagiarism is the presentation of another person's ideas, words, or creative work as one's own without appropriate acknowledgment. It includes copying from written or online sources, submitting work prepared by others, or failing to properly cite references. Plagiarism is considered one of the most serious violations of academic ethics and is

governed by the **Bahria University Plagiarism Policy**, which aligns with the guidelines issued by the Higher Education Commission of Pakistan.

7.3 Enforcement and Penalties

7.3.1 Violations of academic integrity are subject to disciplinary action under the Bahria University Academic Rules. Depending on the severity of the misconduct, penalties may include cancellation of examinations, award of a failing grade, fines, warning letters, rustication, or expulsion from the University, as determined by the relevant disciplinary authorities.

8. Research Ethics

8.1 Bahria University promotes responsible research practices consistent with internationally recognized standards of research integrity. Researchers must ensure honesty and transparency in the collection, analysis, and reporting of research data, and must avoid practices such as fabrication, falsification, or selective reporting of research findings. Research involving human participants must comply with fundamental ethical principles including voluntary participation, informed consent, confidentiality, and protection from harm. Participants must be fully informed about the purpose of the research, the procedures involved, and their right to withdraw from the study without penalty. Researchers must maintain accurate records of research activities, ensure responsible authorship practices, and acknowledge contributions of collaborators appropriately. Ethical conduct in research not only protects research participants but also strengthens the credibility and reliability of scientific knowledge.

8.2 Ethical Review and Oversight

8.2.1 The **Ethical Review Committee (ERC)** of Bahria University is responsible for reviewing research proposals involving human participants or living subjects prior to the commencement of research. The committee evaluates research protocols to ensure that ethical requirements such as informed consent, confidentiality, risk minimization, and participant protection are adequately addressed. The ERC also provides guidance to faculty members and research scholars regarding ethical research practices and ensures that research conducted under the auspices of the University complies with institutional policies, national regulations, and internationally accepted ethical standards. The committee may require revisions to research protocols or suspend or withdraw ethical approval if research activities fail to comply with approved procedures or ethical guidelines.

8.3 Unethical Research and Publication Practices

8.3.1 The University strictly prohibits any form of unethical research conduct or publication malpractice. Such practices undermine the integrity of scholarly work and damage the reputation of both the researcher and the institution. Unethical practices include, but are not limited to, the following:

i. Fabrication and Falsification

Fabrication involves the invention of data, results, or experimental outcomes that were never obtained, while falsification refers to manipulation, alteration, or selective omission of research data or results in order to misrepresent research findings.

ii. Plagiarism and Self-Plagiarism

Plagiarism includes presenting another person's ideas, text, data, or creative work as one's own without proper acknowledgment. Self-plagiarism includes reusing previously published work without proper citation or presenting the same research output as a new contribution. Plagiarism in theses, dissertations, and research publications is considered one of the most serious violations of research ethics and is governed by the **Bahria University Plagiarism Policy**, which aligns with the guidelines issued by the Higher Education Commission of Pakistan. To maintain high standards of scholarly integrity, all research artifacts including research papers, final year projects, theses, dissertations, and other scholarly outputs must undergo plagiarism screening using approved software such as **Turnitin**. Faculty members and research supervisors are responsible for ensuring that research work submitted by themselves or under their supervision complies with these requirements. Penalties for plagiarism may vary depending on the severity of the violation and the level of study involved. Possible sanctions may include awarding zero marks for the assignment, failure in the course, suspension from academic programs, or expulsion from the University in cases of serious or repeated violations.

iii. Duplicate Submissions

Publishing substantially similar research findings in multiple venues without proper disclosure, is considered unethical.

iv. Publication in Predatory or Dubious Journals

Researchers must avoid publishing in predatory or non-credible journals that lack transparent peer review processes or academic standards. Publication in such journals for the purpose of artificially inflating academic credentials or meeting promotion requirements is considered unethical.

v. Backdated or Misrepresented Publications

Any attempt to manipulate publication records, including falsely claiming acceptance dates, misrepresenting publication status, or presenting backdated publications for academic credit or promotion, constitutes academic misconduct.

8.4 Institutional Responsibility and Compliance

8.4.1 Researchers affiliated with Bahria University are required to comply with institutional policies, national regulatory frameworks, and international guidelines governing responsible research conduct. Any allegation of research misconduct or unethical publication practices may be investigated by the relevant institutional committees, and appropriate disciplinary action may be taken in accordance with University regulations and applicable national policies. Maintaining ethical standards in research and publication is essential for preserving the credibility of academic scholarship and ensuring that knowledge generated by the University contributes responsibly to society and the advancement of science.

9. Ethical Use of Intellectual Property and Data Protection

9.1 Bahria University is committed to upholding the highest standards of ethical conduct in the creation, use, and dissemination of intellectual property and data. The standards governing intellectual property at Bahria University are defined in the **BU Intellectual Property (IP) Policy**, which establishes the framework for safeguarding intellectual assets, ensuring responsible innovation, and protecting the rights of all stakeholders. All members of the University community (including students, faculty, researchers, and staff) must respect intellectual property rights by ensuring originality, proper attribution, and lawful use of all scholarly, research, and creative works. The use of third-party intellectual property must be undertaken with appropriate authorization and acknowledgment, and any infringement, misappropriation, or unethical use of intellectual contributions is strictly prohibited. Individuals are also required to adhere to institutional procedures for disclosure, protection, and commercialization of intellectual property, and must avoid premature public disclosure of potentially patentable work.

9.2 The University further emphasizes strict adherence to data protection and confidentiality principles. All individuals must safeguard personal, research, and institutional data, including confidential and proprietary information, from unauthorized access, disclosure, or misuse. Such information must only be used for legitimate and authorized purposes, in compliance with applicable laws, institutional policies, and any confidentiality or third-party agreements. Any breach of data privacy, misuse of information, or negligent handling of sensitive data constitutes a violation of ethical standards and may result in disciplinary action. Bahria University promotes a culture of integrity, accountability, and responsible stewardship of intellectual property and data, ensuring that knowledge creation and dissemination are conducted in a manner that respects legal, ethical, and professional obligations.

10. Student Code of Conduct and Disciplinary Framework

10.1 The ethical responsibilities of students at Bahria University extend beyond academic honesty and include adherence to institutional norms governing behavior within the University community. The standards governing student conduct are defined in **Chapter 14 of the Bahria University Academic Rules (2024)**, which establishes the framework for maintaining discipline and ensuring a respectful academic environment. Students are expected to conduct themselves with integrity, responsibility, and respect in all academic and non-academic activities. They must demonstrate courtesy toward faculty members, staff, fellow students, and visitors, and contribute to an environment conducive to learning, intellectual exchange, and mutual respect. Students must also comply with University regulations, policies, and lawful instructions issued by authorized university officials.

10.2 Code of Conduct

10.2.1 Students of Bahria University shall:

- i. Upholding University Dignity and Reputation**
Uphold the dignity, reputation, and values of the University in their conduct within and outside the campus.
- ii. Respect and Courtesy**
Show respect and courtesy toward faculty members, administrative staff, fellow students, and visitors.
- iii. Maintenance of Discipline**
Maintain discipline in classrooms, laboratories, libraries, examination halls, and other university premises.
- iv. Responsible Use of University Resources**
Use University facilities, equipment, and resources responsibly and refrain from damaging or misusing institutional property.
- v. Non-Disruptive Behavior**
Refrain from engaging in behavior that disrupts teaching, research, or administrative activities.
- vi. Respect for Diversity and Rights**
Respect diversity and the rights, dignity, and privacy of others within the University community.
- vii. Compliance with Regulations**
Follow all safety, security, and administrative regulations issued by the University.

10.3 Student Misconduct

10.3.1 Student misconduct refers to any behavior that violates University regulations, disrupts academic activities, threatens the safety of individuals, or damages University property or reputation. Misconduct includes, but is not limited to:

- i. Commitment to National Integrity**
Loyalty to Pakistan and refraining from any conduct that may undermine its honour, dignity, or prestige in any manner.
- i. Disruptive Behavior**
Conduct that interferes with teaching, learning, research, or administrative activities within classrooms, laboratories, libraries, examination halls, or other university premises.
- ii. Harassment and Intimidation**
Any form of harassment, bullying, discrimination, intimidation, or threatening behavior toward members of the University community.
- iii. Damage to University Property**
Theft, vandalism, misuse, or intentional damage to University facilities, equipment, or resources.
- iv. Examination Misconduct**
Possession of unauthorized materials, electronic devices, or other prohibited items during examinations or academic assessments.

- v. **Violence or Threats to Safety**
Physical aggression, threats, or actions that endanger the safety or well-being of individuals within the University community.
- vi. **Unauthorized Activities**
Participation in unauthorized demonstrations, gatherings, or activities that disrupt the academic environment or University operations.
- vii. **Misuse of Digital Platforms**
Use of University communication systems or digital platforms to spread misinformation, harassment, or content that harms individuals or the reputation of the University.
- viii. **Violation of Dress Code**
Failure to observe the standards of appropriate dress required for maintaining a respectful academic environment.
- ix. **Other Violations of University Regulations**
Any conduct that violates University policies, codes, or directives issued by authorized authorities.

10.4 Prohibition of Smoking, Drugs, and Intoxicants

10.4.1 Bahria University maintains a strictly smoke-free and drug-free campus environment. The use, possession, distribution, or sale of narcotics, illegal drugs, intoxicants, or controlled substances within University premises is strictly prohibited. This shall be governed in accordance with the **Higher Education Commission (HEC) Policy on Drug and Tobacco Abuse in Higher Education Institutions, 2021**, along with applicable national laws.

10.4.2 Smoking, including the use of cigarettes, e-cigarettes, or similar products, is not permitted in classrooms, laboratories, offices, libraries, or other restricted areas of the campus. Any student found using, possessing, or distributing illegal substances or engaging in activities related to drugs or intoxicants shall be subject to strict disciplinary action, which may include suspension or expulsion from the University and referral to relevant legal authorities where applicable.

10.5 Dress Code

10.5.1 Students are expected to maintain a decent and respectful appearance while on campus. Dress should reflect the cultural and academic values of the University and must be appropriate for an educational environment. Clothing that is excessively revealing, offensive, or disruptive to the academic atmosphere is not permitted. Students must comply with any dress guidelines issued by the University or specific departments for laboratories, professional training, or official events.

10.6 Social Media and Online Conduct of Students

10.6.1 In recognition of the growing role of digital platforms, students are expected to maintain ethical and responsible behavior in online spaces, including social media, learning management systems, and other digital communication channels. Students shall:

- i. Represent the University responsibly in all online interactions and avoid actions that may harm its reputation.
- ii. Refrain from posting, sharing, or disseminating false, misleading, defamatory, or harmful content about the University or its members.
- iii. Avoid cyberbullying, online harassment, trolling, or any form of digital abuse targeting individuals or groups.
- iv. Respect intellectual property, privacy, and confidentiality when sharing digital content.

10.7 Procedure in Case of Breach of Discipline

10.7.1 To address cases of misconduct, the University has established Disciplinary Committees at the level of Constituent Units or Institutes. These committees are responsible for investigating allegations of misconduct and recommending appropriate disciplinary actions in accordance with the procedures defined in the Academic Rules.

- i. Reporting of Incident**
The incident may be reported by faculty members, staff, or students to the relevant academic or administrative authority.
- ii. Preliminary Assessment**
The concerned authority conducts an initial review to determine whether the complaint warrants formal disciplinary proceedings.
- iii. Referral to Disciplinary Committee**
Serious or substantiated cases are referred to the Disciplinary Committee of the relevant Constituent Unit or Institute.
- iv. Investigation**
The committee examines evidence, may interview witnesses, and provides the concerned student an opportunity to present an explanation or defense.
- v. Recommendation**
Based on its findings, the committee recommends appropriate disciplinary action to the competent authority.
- vi. Decision and Notification**
The final decision is communicated to the concerned student in accordance with institutional procedures.

10.8 Penalties for Misconduct

10.8.1 Depending on the nature and severity of the violation, disciplinary measures may include:

- i. Verbal or written warning.
- ii. Monetary fine as determined by University regulations.
- iii. Confiscation of prohibited materials.
- iv. Cancellation of examination or academic work associated with the misconduct.

- v. Suspension from classes or academic activities for a specified period.
- vi. Rustication from the University for one or more semesters.
- vii. Expulsion from the University in cases of serious misconduct.
- viii. Where appropriate, additional measures such as restitution for damaged property, counseling, or community service may also be imposed.

10.9 Grievance Handling

10.9.1 Bahria University is committed to maintaining a safe, respectful, and disciplined academic environment, and to ensuring that student concerns and grievances are addressed in a fair, transparent, and timely manner. Students are encouraged to raise grievances related to academic matters, including grades, conduct, or administrative issues, through established institutional channels in a responsible and constructive manner. At the Constituent Unit (CU) level, such matters are addressed through the Student Grievances Oversight Committee (SGOC), comprising academic and administrative representatives and headed by the Head of the Constituent Unit. A structured mechanism is in place whereby students must submit grievances in writing within prescribed timelines, particularly in cases related to grading, following which the Committee shall review the matter, hear all concerned parties, and issue a decision within defined timelines. The University shall ensure that all proceedings are conducted with due diligence, impartiality, and confidentiality, while safeguarding the rights and dignity of all individuals involved. The decisions of the SGOC shall be final and binding, in accordance with the procedures outlined under Section 14.14 of BUAR 2024.

11. Faculty Members' Professional Conduct

11.1 Faculty members hold positions of trust and responsibility within the University and are expected to demonstrate the highest standards of professionalism and ethical conduct. Their responsibilities are defined in **Chapter 15 of the Bahria University Academic Rules (2024)**, which outlines the obligations of faculty members in teaching, research, and administrative duties. Faculty members are expected to maintain integrity in their academic work, treat students fairly and respectfully, and ensure transparency and impartiality in academic evaluation. They must avoid any form of discrimination or favoritism in grading or academic supervision and must maintain appropriate professional boundaries in their interactions with students.

11.2 Faculty Code of Conduct

11.2.1 The Faculty Code of Conduct establishes the foundational ethical principles that guide professional behavior and institutional commitment of faculty members. It reflects the University's expectations regarding integrity, respect, accountability, and dedication to the teaching profession. Faculty members are expected to embody these values in all academic, administrative, and professional engagements within and beyond the University. Faculty members shall:

- i. Commitment to National Integrity**
Loyalty to Pakistan and refraining from any conduct that may undermine its honour, dignity, or prestige in any manner.
- ii. Honesty and Integrity in Professional Dealings**
Uphold honesty, integrity, and truthfulness in all professional dealings, including accurate representation of qualifications and experience.
- iii. Respectful and Fair Treatment**
Treat students, colleagues, and staff with dignity, respect, and fairness, and foster professional relationships based on mutual trust and cooperation.
- iv. Cultural and Social Sensitivity**
Observe cultural, religious, and social values in teaching and professional interactions.
- v. Professionalism and Ethical Conduct**
Maintain professionalism, politeness, and ethical conduct at all times.
- vi. Fairness and Transparency in Evaluation**
Ensure fairness, objectivity, and transparency in academic evaluation and decision-making.
- vii. Compliance with Institutional Hierarchy and Policies**
Respect institutional hierarchy and comply with University policies, procedures, and lawful directives.
- viii. Responsibility and Accountability**
Fulfill contractual and institutional responsibilities in good faith and with accountability.
- ix. Professional Competence**
Undertake academic and administrative responsibilities consistent with their qualifications and professional competence.
- x. Avoidance of Exploitation**
Avoid any form of personal, financial, or commercial exploitation of their professional position.
- xi. Responsible Use of Time and Resources**
Utilize official time and University resources responsibly for academic, research, and institutional purposes.
- xii. Contribution to Academic Development**
Contribute actively to teaching, research, and academic development.
- xiii. Promotion of Inclusive Academic Environment**
Promote an inclusive, respectful, and intellectually stimulating academic environment.

11.3 Teaching, Academic Responsibilities, and Integrity

11.3.1 Teaching and academic engagement are central to the role of faculty members. Faculty are expected to uphold academic standards, ensure quality education, and maintain integrity in all academic processes. Faculty members shall:

- i. Curriculum-Aligned Teaching**
Deliver teaching in accordance with approved curricula and course objectives.
- ii. Clear Course Communication**
Clearly communicate course requirements, expectations, and assessment methods.
- iii. Fair Student Evaluation**
Ensure fair, unbiased, and merit-based evaluation of student performance.
- iv. Academic Documentation**
Maintain appropriate documentation of academic activities in accordance with University regulations.
- v. Student Guidance and Feedback**
Provide constructive feedback and academic guidance to students.
- vi. Academic Integrity**
Uphold academic integrity and refrain from plagiarism, data falsification, or unethical practices.
- vii. Promotion of Critical Thinking**
Encourage critical thinking, intellectual inquiry, and respectful academic discourse.

11.4 Academic Freedom with Responsibility

11.4.1 Academic freedom is essential for the advancement of knowledge and innovation. The University supports faculty members in pursuing teaching, research, and scholarly activities freely; however, this freedom must be exercised responsibly. Faculty members shall:

- i. Responsible Academic Freedom**
Exercise academic freedom in teaching, research, and publication responsibly.
Content
- ii. Relevance and Alignment**
Ensure that academic content remains relevant, appropriate, and aligned with course objectives.
- iii. Appropriate Academic Content**
Avoid introducing irrelevant or inappropriate material into academic settings.
- iv. Clarity of Personal vs Institutional Views**
Distinguish clearly between personal views and official institutional positions.

11.5 Professional Conduct, Communication, and Use of Resources

11.5.1 Professional conduct extends to communication, use of institutional resources, and engagement in both physical and digital environments. Faculty members must demonstrate responsibility, accountability, and respect in all such interactions. Faculty members shall:

- i. Respectful and Professional Communication**
Use respectful, inclusive, and professional language in all forms of communication.
- ii. Responsible Use of University Resources**
Utilize University resources and facilities responsibly and for legitimate academic purposes only.

iii. Data Confidentiality and Protection

Safeguard confidentiality of institutional data, student information, and academic records.

iv. Responsible Digital Conduct

Avoid misuse of digital platforms, including dissemination of misinformation or inappropriate content.

v. Professionalism and Work Ethic

Demonstrate professionalism through punctuality, reliability, and commitment to assigned duties.

11.6 Prohibited Conduct and Misconduct

11.6.1 To maintain a safe and disciplined academic environment, certain behaviors are strictly prohibited. Such actions undermine institutional integrity and are subject to disciplinary action in accordance with University regulations. Misconduct includes, but is not limited to:

i. Harassment and Discrimination

Any form of harassment, discrimination, or inappropriate or exploitative behavior toward students, colleagues, or staff.

ii. Disruption of Academic Environment

Actions that disrupt teaching, research, academic activities, or create a hostile or unsafe environment within the University.

iii. Defamation and False Statements

Making false, misleading, or defamatory statements against the University, its policies, or members of the academic community.

iv. Unprofessional Conduct

Use of abusive, indecent, or unprofessional language, behavior, or communication in academic or administrative settings.

v. Negligence of Duties

Failure to perform assigned responsibilities, unauthorized absence, or willful non-compliance with University policies and directives.

vi. Misuse of University Resources

Unauthorized use, misuse, or intentional damage to University property, facilities, or resources.

vii. Violation of Laws and Regulations

Engagement in activities that violate national laws, Higher Education Commission (HEC) policies, or Bahria University rules and regulations.

11.7 Grievance Handling

11.7.1 The University is committed to maintaining a fair, transparent, and supportive environment for faculty members, where grievances and concerns are addressed through structured and well-defined institutional mechanisms. Faculty members are encouraged to raise concerns in a professional, constructive, and timely manner, either informally or formally, through designated channels. The grievance handling framework promotes open

communication and ensures that issues arising from workplace conditions, policies, or decisions are promptly reviewed and fairly resolved. A stepwise process is followed, beginning with the Head of Department (HOD), with escalation to the Director Campus or Human Resource Office where necessary, and further action in accordance with University Statutes, Academic Regulations, and Financial Rules. The University shall ensure that all grievances are handled with fairness, confidentiality, and due diligence within defined timelines, while safeguarding the dignity, rights, and professional integrity of all parties involved. Faculty members are also expected to utilize these formal mechanisms responsibly, rather than allowing issues to escalate through informal channels. In addition, a Faculty Grievance Redressal Committee has been constituted at each Campus Unit in accordance with BU Academic Rules and HEC guidelines to formally process faculty complaints, ensure confidentiality and protection against reprisal, and submit recommendations to the Head of Campus Unit within prescribed timelines. Detailed procedures, including escalation steps and timelines, are provided under Section 15.8 of BUAR 2024.

12. Administrative Professional Conduct and Ethical Responsibilities

12.1 Administrative leadership at Bahria University plays a critical role in ensuring effective governance, institutional integrity, and the delivery of high-quality academic and support services. Administrators are entrusted with decision-making authority that directly impacts faculty, students, staff, and the broader institutional environment. Therefore, they are expected to demonstrate the highest standards of ethical conduct, professionalism, and accountability in all administrative, managerial, and supervisory functions. The standards governing administrative conduct are derived from internationally recognized ethical frameworks, particularly the National Association of Social Workers (NASW) Code of Ethics, and are adapted to align with the governance structure and professional responsibilities at Bahria University.

12.2 Code of Conduct for Administrators

12.2.1 Administrators of Bahria University shall:

- i. Commitment to National Integrity**
Loyalty to Pakistan and refraining from any conduct that may undermine its honour, dignity, or prestige in any manner.
- i. Institutional Integrity and Transparency**
Uphold institutional integrity by acting honestly, transparently, and responsibly in all administrative decisions.
- ii. Fairness and Equity in Administration**
Ensure fairness and equity in all administrative processes, including recruitment, promotion, evaluation, and allocation of resources.
- iii. Respect and Inclusivity**
Respect the dignity, rights, and diversity of all members of the University community.

- iv. Responsible Use of Authority**
Exercise authority responsibly and avoid misuse of power for personal or professional gain.
- v. Confidentiality and Data Protection**
Maintain confidentiality of institutional, personal, and academic information.
- vi. Professional Relationships and Collaboration**
Foster professional relationships based on mutual respect, collaboration, and effective communication.
- vii. Service Excellence and Administrative Efficiency**
Provide efficient, transparent, and service-oriented administrative support.
- viii. Conflict of Interest Management**
Avoid and disclose conflicts of interest in all administrative matters.
- ix. Compliance with Policies and Laws**
Ensure compliance with University policies, statutes, and applicable laws.
- x. Continuous Professional Development**
Maintain and enhance professional competence through continuous learning and development.

12.3 Administrative Misconduct

12.3.1 Administrative misconduct includes any behavior that compromises institutional integrity, fairness, or effective governance, including but not limited to:

- i. Abuse of Authority**
Misuse of administrative power or position for personal benefit, favoritism, coercion, or to unfairly influence decisions or outcomes.
- ii. Corruption and Financial Misconduct**
Engaging in bribery, embezzlement, kickbacks, or any form of financial irregularity that compromises institutional integrity and transparency.
- iii. Discrimination and Harassment**
Practicing or promoting bias, discrimination, harassment, or unfair treatment in decision-making based on gender, ethnicity, religion, or any protected characteristic.
- iv. Breach of Confidentiality**
Unauthorized disclosure, sharing, or misuse of sensitive institutional data, student records, personnel information, or confidential communications.
- v. Conflict of Interest Violations**
Failure to disclose, avoid, or properly manage situations where personal, financial, or professional interests conflict with official responsibilities.
- vi. Negligence of Duties**
Failure to perform assigned administrative responsibilities with due diligence, including inaction, carelessness, or disregard for institutional obligations.
- vii. Manipulation of Administrative Processes**
Unfairly influencing or altering processes such as recruitment, promotion, evaluation, procurement, or resource allocation for personal or external gain.

viii. Misuse of University Resources

Unauthorized or inappropriate use of University facilities, funds, equipment, or assets for non-official or personal purposes.

ix. Non-Compliance with Policies and Laws

Failure to adhere to University regulations, procedures, HEC guidelines, or applicable legal and statutory requirements.

12.4 Ethical Leadership and Institutional Responsibility

12.4.1 Administrators shall:

i. Promotion of Ethical Culture

Actively foster a culture of integrity, transparency, and accountability across all levels of the University through policies, practices, and leadership initiatives.

ii. Leadership by Example

Demonstrate high standards of ethical and professional conduct in all actions and decisions, setting a positive example for faculty, staff, and students to follow.

iii. Encouragement of Ethical Practices

Promote and reinforce ethical behavior by guiding, mentoring, and supporting faculty, staff, and students in adhering to established codes of conduct.

iv. Support for Ethical Reporting Mechanisms

Facilitate and uphold fair, transparent, and accessible systems for reporting unethical conduct, ensuring protection against retaliation and proper handling of complaints.

v. Institutional Interest and Accountability

Ensure that all administrative decisions are made objectively and in the best interest of the University, its mission, and its stakeholders, avoiding personal or external influence.

13. Conflict of Interest

13.1 Members of the Bahria University community must avoid situations in which personal interests conflict with institutional responsibilities. A conflict of interest arises when an individual's personal, financial, or professional interests could influence, or appear to influence, their professional judgment or decision-making within the University. Examples of potential conflicts of interest include financial interests in research projects, personal relationships affecting academic evaluation, involvement in procurement decisions where personal benefit may be obtained, or external professional engagements that interfere with university responsibilities. Where an employee is a candidate in any internal recruitment or promotion process, they must recuse themselves from all related decision-making and must not access confidential materials or attempt to influence the process. Appropriate safeguards, including documentation of recusal and separation of duties, shall be implemented. Members of the University community are expected to disclose potential conflicts of interest to the appropriate authorities and to take steps to ensure that such conflicts do not compromise the fairness and transparency of institutional processes.

14. Responsible Use of Technology and Artificial Intelligence

14.1 The increasing integration of digital technologies and Artificial Intelligence (AI), particularly Generative AI (GenAI), in education and research presents both transformative opportunities and significant ethical challenges. Bahria University is committed to promoting responsible, transparent, and ethical use of such technologies to enhance learning, research quality, and institutional effectiveness. All members of the University community including students, faculty, researchers, and staff are required to ensure that the use of AI tools aligns with the principles of academic integrity, intellectual honesty, and responsible innovation. The use of AI must not replace independent thinking, critical analysis, or scholarly contribution, nor should it be employed in ways that facilitate plagiarism, impersonation, fabrication of results, or any form of academic misconduct.

14.2 In using AI technologies, individuals must adhere to the following ethical principles that govern responsible academic and research practices:

- i. Transparency and Disclosure**
Any use of AI-generated content must be clearly acknowledged, with explicit disclosure of the extent and purpose of AI assistance in academic or research work.
- ii. Informed Consent**
The use of AI tools in teaching, learning, or research must involve clear communication and informed consent from all relevant stakeholders regarding its implications and limitations.
- iii. Academic Integrity and Attribution**
AI tools shall not be used to generate assignments, theses, or research outputs without proper attribution. Users remain fully accountable for the originality, accuracy, and integrity of their work.
- iv. Fairness and Bias Mitigation**
Users must remain vigilant about potential biases in AI systems and ensure that outputs do not propagate discrimination, misinformation, or unethical representations.
- v. Data Privacy and Confidentiality**
Personal, institutional, and research data must be protected at all times. Uploading or sharing sensitive or confidential data with AI systems without proper authorization is strictly prohibited.
- vi. Explainability and Accountability**
AI-generated outputs must be subject to human oversight, and users must ensure that such outputs are explainable, verifiable, and justifiable.
- vii. Promotion of Critical Thinking and Creativity**
Over-reliance on AI tools that undermines independent learning, originality, and research rigor is discouraged; AI should be used as a supportive tool rather than a substitute for intellectual effort.
- viii. Compliance with Legal and Ethical Standards**
All uses of AI technologies must comply with applicable intellectual property laws, copyright regulations, and institutional policies.

14.3 The University emphasizes that any unauthorized access to university systems, misuse of institutional data, generation of misleading or fabricated content, or dissemination of confidential information through digital or AI tools is strictly prohibited and may result in disciplinary action in accordance with university regulations. Bahria University shall also ensure continuous review and enhancement of its policies to remain aligned with evolving technological advancements and emerging ethical considerations in AI. For detailed guidelines, standards, and compliance requirements regarding the ethical use of Generative AI tools, all stakeholders are advised to refer to HEC Framework on the Use of Generative AI Tools in Higher Education Institutions, which shall serve as the primary reference for conformance.

15. Respectful and Inclusive Environment

15.1 Bahria University is committed to fostering a safe, inclusive, and respectful academic environment that upholds the principles of equality, diversity, and non-discrimination. In accordance with the **University's Equality and Non-Discrimination / Diversity, Equity & Inclusion Policy (2024)**, no individual shall be denied access to opportunities, privileges, or participation in University programs on the basis of gender, religion, race, ethnicity, disability, or any other protected characteristic.

15.2 Any form of harassment, discrimination, intimidation, bullying, or exclusion that interferes with an individual's ability to work or study, or creates a hostile environment, is strictly prohibited. Discriminatory treatment - including unequal evaluation, disciplinary actions, or denial of opportunities based on protected characteristics - constitutes a violation of University policy. The University also strictly prohibits retaliation against individuals who report discrimination or participate in related investigations, recognizing retaliation itself as a form of misconduct.

15.3 In alignment with the **HEC Policy Guidelines Against Sexual Harassment in Institutions of Higher Learning**, Bahria University has established a Harassment Monitoring Office and Hearing Panel to address complaints of harassment through fair, impartial, and confidential procedures. Additionally, Disciplinary Committees at the Constituent Unit (CU)/Institute level, as defined in the BU Academic Regulations, are responsible for handling cases of misconduct, recommending penalties, and maintaining discipline within the University. All members of the University community share a collective responsibility to promote an environment characterized by dignity, inclusion, mutual respect, and professional conduct.

16. Third-Party and Industry Collaboration Ethics

16.1 Bahria University encourages collaboration with industry, government, and external organizations to advance research, innovation, and knowledge exchange, while ensuring that such engagements are conducted in a transparent, ethical, and accountable manner. All members of the University community involved in such collaborations must ensure that partnerships uphold academic integrity, institutional values, and professional standards,

and do not compromise the independence, objectivity, or credibility of academic and research activities.

16.2 All collaborative engagements shall be governed by formally approved agreements that clearly define roles, responsibilities, intellectual property rights, confidentiality obligations, and terms of data sharing and publication. Confidential or proprietary information obtained through such partnerships must be protected and used strictly for authorized purposes. Individuals are required to disclose and appropriately manage any actual or potential conflicts of interest arising from external engagements, including financial, professional, or personal affiliations that may influence decision-making.

16.3 Research conducted in collaboration with external partners must adhere to established ethical standards, including transparency in funding, integrity in data collection and reporting, and the responsible dissemination of results. Bahria University prohibits collaborations that involve unethical practices, exploitation, or violations of legal, social, or environmental standards. All partnerships must reflect mutual respect, fairness, and a shared commitment to ethical conduct, ensuring that collaborative outcomes contribute positively to society while safeguarding the reputation and integrity of the University.

17. Environmental Sustainability and Ethical Resource Use

17.1 Bahria University is committed to promoting environmental sustainability and the responsible stewardship of natural and institutional resources as an integral part of its ethical framework. Recognizing its role in contributing to societal development, the University expects all members of its community (including students, faculty, researchers, and staff) to use resources responsibly and efficiently, minimizing waste and avoiding misuse or overconsumption. This includes the prudent use of energy, water, laboratory materials, digital infrastructure, and other institutional facilities, along with adopting sustainable practices such as conservation, recycling, and responsible disposal of waste.

17.2 The University further emphasizes ethical responsibility in academic and research activities that may have environmental implications. Research involving natural resources, ecosystems, or hazardous materials must be conducted in compliance with safety standards, regulatory requirements, and environmental protection principles, ensuring that potential risks are carefully assessed and mitigated. At the institutional level, Bahria University encourages the integration of sustainability into curricula, research, and campus operations, including energy-efficient practices, reduced paper usage through digital transformation, and environmentally responsible procurement. Through collective responsibility and informed ethical conduct, the University seeks to foster a culture of environmental awareness, ensuring that academic excellence and institutional growth are achieved in harmony with ecological sustainability.

18. Off-Campus Conduct and Representation of the University

18.1 Members of Bahria University engage with individuals, institutions, and society beyond the physical boundaries of the University through academic, professional, social, and digital interactions. Such engagements are an important extension of the University's

mission and directly influence its reputation and public image. Accordingly, all members of the University community, including students, faculty, staff, and collaborators, are expected to conduct themselves with professionalism, integrity, and responsibility in all off-campus settings where they represent or are identifiable with the University.

18.2 While participating in conferences, seminars, internships, industry collaborations, community engagements, official travel, or any external activity, individuals shall uphold the dignity and core values of the University, comply with applicable laws and professional standards, and respect cultural and social norms. They must avoid any conduct that may harm the reputation or interests of the University and clearly distinguish between personal views and official institutional positions in public or professional forums. Off-campus conduct extends to digital and online environments, including social media, where individuals are expected to maintain responsible, respectful, and ethical behavior.

18.3 Any conduct outside the University that violates ethical standards, applicable laws, or institutional policies, or that adversely affects the reputation of the University, may be subject to disciplinary action in accordance with University statutes and regulations. All members of the University community are expected to recognize their responsibility as representatives of the institution and to act in a manner that reflects its values, promotes public trust, and contributes positively to society.

19. Reporting Ethical Violations and Whistleblower Protection

19.1 Members of the Bahria University community are encouraged to report suspected violations of ethical standards, including discrimination, harassment, academic misconduct, or other unethical behavior, through appropriate institutional channels. Complaints may be submitted to Heads of Departments, Principals or Directors, Disciplinary Committees, the Ethical Review Committee (ERC), the Harassment Monitoring Office, or the Office of the Head of Constituent Units.

19.2 In accordance with the University's Equality and Non-Discrimination Policy, complaints may be addressed through informal resolution mechanisms aimed at resolving concerns amicably, or through formal procedures initiated via a written complaint for investigation and disciplinary action. All reports shall be handled with fairness, impartiality, and due process, ensuring that respondents are presumed not responsible until a formal determination is made. The University is committed to maintaining strict confidentiality and protecting the privacy of all individuals involved, subject to the requirements of a fair and transparent investigation.

19.3 Bahria University is firmly committed to protecting individuals who report concerns in good faith. Any member of the University community who raises a complaint, provides information, or participates in an investigation shall be safeguarded against retaliation, including but not limited to intimidation, harassment, discrimination, adverse academic or employment consequences, or any form of victimization. Retaliation against whistleblowers shall be treated as a serious violation of this policy and may result in disciplinary action. The University shall take all reasonable measures to ensure anonymity where requested and

feasible, and to provide a safe and supportive environment for reporting concerns without fear of reprisal.

19.4 Investigations shall be conducted within reasonable timeframes to ensure timely resolution of cases. Where violations are established, disciplinary actions shall be taken in accordance with Bahria University Statutes and Academic Rules, which may include warnings, reprimands, suspension, removal from administrative responsibilities, or expulsion/termination of service depending on the severity of the misconduct. The University promotes a culture of ethical responsibility in which individuals are encouraged to raise concerns constructively, thereby strengthening institutional integrity, accountability, and trust.

20. Ethics Training and Capacity Building

20.1 Bahria University shall ensure the promotion of ethical awareness and compliance through structured training and capacity-building initiatives for all members of its community. The Directorate of Human Resource (HR) shall be responsible for organizing mandatory ethics training for faculty members and administrative staff at induction and at periodic intervals. These trainings shall cover key areas including academic integrity, research ethics, professional conduct, conflict of interest, data protection, responsible use of technology and Artificial Intelligence etc.

20.2 For students, Principals/Heads of Constituent Units shall ensure the provision of ethics awareness and training in accordance with the Bahria University Student Mentoring Policy. Such training may be delivered through orientation sessions, mentoring programs, workshops, and co-curricular activities, with a focus on academic integrity, responsible conduct, respect for diversity, digital ethics etc.

20.3 The University shall maintain appropriate records of training participation and may link such requirements with professional development, academic progression, or institutional compliance. Through these measures, Bahria University aims to strengthen an institutional culture of integrity, responsibility, and ethical conduct.

21. Governance and Implementation


21.1 The implementation of this Ethical Policy is the responsibility of the University's leadership relevant committees and governance structures. These entities are responsible for promoting awareness of ethical standards, ensuring compliance with institutional regulations, and supporting initiatives that strengthen the culture of ethical conduct within the University. Training programs, workshops, and awareness campaigns may be organized to educate members of the University community about ethical responsibilities and professional standards.


22. Policy Review and Continuous Improvement

22.1 Ethical standards evolve in response to changes in research practices, technological developments, and societal expectations. Bahria University therefore commits to periodically reviewing this policy to ensure alignment with national regulations, international

best practices, and the evolving needs of the academic community. Amendments to this policy may be proposed and approved by the Academic Council and other relevant statutory authorities of the University.

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