

Conflict of Interest Management Policy

Document Information:

This is a translation of the Official Arabic version. In case of any Discrepancies, the Arabic version shall prevail.

Legislative Instrument Type	Policy
Legislative Instrument Number	ADM-PL-01-V1
Legislative Instrument Title	Conflict of Interest Management Policy
Category	Administrative Policy
Competent Authority	Vice President for Strategy and Institutional Effectiveness
EMC Review Date	January 13, 2026
Effective Date	January 2026
Related Legislative Instruments	– Decree-Law No. (34) of 2004 Regulating Qatar University – Law No. (24) of 2015 Issuing the Law Regulating Tenders and Auctions – Law No. (15) of 2016 Issuing the Civil Human Resources Law and its amendments – Law No. (11) of 2016 regarding the State Audit Bureau – Executive Regulations of the Law Regulating Tenders and Auctions (Council of Ministers Resolution No. 16 of 2019, amended by Resolution No. 11 of 2022) – Council of Ministers Resolution No. (18) of 2020 Issuing the Code of Conduct and Integrity for Public Employees – Academic Bylaws approved by the University Board of Regents on June 16, 2005 – Bylaws for Faculty Member Affairs at Qatar University – Bylaws of Professional Conduct for Faculty Members at Qatar University – Academic Promotion Bylaws at Qatar University – Intellectual Property Policy and Procedures at Qatar University – Consultancy Policy for Faculty Members at Qatar University – General Rules and Bylaws for University Grants at Qatar University
Board of Regents Approval Date	January 2026

1. Purpose

This policy aims to establish institutional rules for managing conflicts of interest.

2. Scope

1. This policy defines the primary principles and rules governing the management of conflicts of interest to achieve the university's public interest.
2. The provisions of this policy apply to all university activities, without exception, undertaken by university members across various positions and functional responsibilities.

3. Definitions

In the application of the provisions of this policy, the following words and phrases shall have the meanings assigned to them below, unless the context requires otherwise.

Term	Definition
University	Qatar University
The Board	Qatar University Board of Regents
The President	President of Qatar University
Conflict of Interest	Any situation or circumstance in which any university member, while exercising any university activity, has an interest that conflicts with the duties or responsibilities of their position or office, including their commitment to integrity, impartiality, independence, and objectivity

	in performing duties and preserving public funds and the university's interests.
University Members/affiliates	Faculty members, researchers, employees, students, or others covered by the applicable legislative instruments at the University, as the case may be.
University Activities	All works, tasks, and operations undertaken by Qatar University or any of its academic, administrative, research, service, or community units. These include but are not limited to: educational and research activities, innovation and consultancy, financial and administrative contracting, community activities, and any other activities performed by the University.
Competent Authority	The concerned Vice President, as the case may be.

4. Policy Provisions

Article (1)

University members are prohibited from performing any act, conduct, or taking any decision or action related to their job or position if it constitutes or results in a conflict of interest between their private activities and the University's activities, interests, or projects, or if it would affect an interest belonging to them or one of their relatives up to the second degree, unless a specific degree of kinship is otherwise stipulated in any other legislative instrument.

Article (2)

Any person holding an administrative or supervisory position in a board, committee, task force,



or administrative unit, or any of its members or employees, may not have an interest in any of the matters presented to these entities that may conflict with the University's interest.

Article (3)

Employees are prohibited from requesting, stipulating, or accepting for themselves or others any gifts, gratuities, donations, advantages, or benefits that may directly or indirectly affect their objectivity, integrity, or impartiality in performing their functional duties. In all cases, the employee is committed to disclosing to the concerned responsible authority any gift or advantage offered to them, whether accepted or rejected.

Article (4)

University members must, upon assuming their position or job and during their tenure, disclose in writing and without delay any case of conflict of interest or the potential for its occurrence. They are also committed to updating disclosure data whenever a change occurs regarding this data, as appropriate.

Article (5)

Disclosure of conflict of interest cases shall be carried out according to the approved executive regulations and procedures, considering the nature of the job position.

Article (6)

The Competent Authority shall receive the conflict of interest disclosure, evaluate it, decide upon it, and take the appropriate action regarding it.

Article (7)

A clause must be included in policies, contracts, and all types of agreements concluded by the University, stipulating a commitment to avoid conflicts of interest in a manner that preserves the University's rights.

Article (8)

Disclosures submitted under this policy are considered administrative documents and shall be kept by the competent administrative authority at the University. They shall enjoy protection and confidentiality and may not be used or disclosed except within the limits required by the application of the provisions of this policy or as imposed by applicable laws.

Article (9)

In case of violation of any of the articles of this policy, the violator shall be held accountable in a manner consistent with the nature of their job position, and without prejudice to any other legal responsibilities, in accordance with the legislative instruments approved by the University.

Article (10)

All competent authorities, each within their respective jurisdiction, shall implement the contents of this policy, and everything that contradicts its content is hereby repealed.