

**Announcement of the Office of the Higher Education Commission**  
**Policy on the Integrity and Transparency in the Administration**  
(Unofficial Translation)

Subject to the intention of the Constitution of the Kingdom of Thailand (Interim), B.E. 2557; the Official Information Act, B.E. 2540; the Royal Decree on Criteria and Procedures for Good Governance, B.E. 2546; the Government policy on Promoting Administration of State Affairs that Upholds Good Governance and Prevents and Suppresses Corruption and Malfeasance in the Public Sector, and in accordance with the National Anti-Corruption Strategy Phase 3, B.E. 2560-2564, the Office of the Higher Education Commission (OHEC) hereby issues the integrity and transparency policy as principle practices and core values for all personnel to commonly uphold in complying with other rules and regulations. Implementation guidelines are as follow;

1. **Transparency:** General public and customers must be able to conveniently access into information of the OHEC via appropriate channels. The information provided must be straightforward and verifiable. The OHEC should provide customers and stakeholders opportunities to participate in its administration. Complaints received must be systematically managed.

Guidelines

- 1) Provide the public information on government procurement;
- 2) Monitor any conflict of interest regarding to government procurement in order for the prevention of loss of the state;
- 3) Disclose a clear, accurate, complete, and up-to-date information of its operations;
- 4) Provide opportunity to stakeholders to participate in the core business of the OHEC;
- 5) Be open to criticism and monitoring of its performance by the people and stakeholders;
- 6) Set up a system for handling complaint, and provide a clear guideline on how to receive complaints. All comments and suggestions will be considered for performance improvement.

2. **Accountability:** Executives and officials are fully and efficiently committed to their duties. They must also be accountable for the duties to achieve the goals.

Guidelines

- 1) Executives and officials are ready to be accountable for their performance that may have impacts or cause any kind of damage to the society as a whole;
- 2) Executives and officials willingly perform their duties, dedicating full efforts to the success of their duties. All criticisms or feedbacks from customers and stakeholders will be considered for performance improvement.
- 3) The OHEC is ready to be accountable for any failures to fulfill its tasks. Measures must be taken to deliver punishment to personnel whose action causes damage to the organization.

3. **Corruption-Free:** Encourage personnel to strictly follow the OHEC's Regulation on Ethics of Government Official, and maintain disciplines of the civil servants

Guidelines

1) Executives and officials maintain ethics of government official of the OHEC and their disciplines. They should encourage their subordinates to maintain ethics of the government official and discipline, and also prevent them from any disciplinary misconduct.

2) OHEC takes serious action to person who engages in disciplinary misconduct.

**4. Corporate Culture and Integrity:** The OHEC's working culture should be in accordance with virtue and good governance by representing the values of integrity, core value in anti-corruption, and operational practices in preventing corruption and misconduct.

Guidelines

1) Secretary-General serving as the leader to take leadership in representing the values of integrity and prescribe operational practices on counter-corruption and misconduct.

2) Establish anti-corruption working group for transparent management by developing performance improvement system; prescribing measures; and issuing rules to prevent corruption and misconduct, and conflict of interests at work.

**5. Work Integrity:** Carry out standardized performance system in compliance with the principle of good governance and work integrity.

Guidelines

1) Set clear operational procedures, work manual or performance standard; perform according to established procedures or standards to reduce use of own discretion; and set priority in its operations with fairness, equality and principle of good governance.

2) Implement monitoring system to prevent neglecting of duties by any official, and monitor performance standards by administrators at all levels.

3) Integrity in its operations by all executives including personnel management, financial management, and work assignments.

4) Executives create working environment which facilitates and supports officials to perform efficiently and effectively.

**6. Internal Communication:** Communicate its roles and operations to the public via all available channels clearly, accurately, complete, and up-to-date.

Guidelines

1) Emphasize on disclosure and access to information openly and widely on the basis of the Official Information Act, B.E. 2540 (1997). And provide customers and stakeholders opportunities to participate in its administration.

Announced on 23 January 2018.

(Signature)

(Mr. Suphat Champatong)  
Secretary-General