

Appendix No. 1
to the order of the Minister of Justice of
the Republic of Uzbekistan dated
February 24, 2020 No. 43-um

THE RULES
ethical behavior of employees of bodies and institutions of justice of the
Republic of Uzbekistan

Chapter 1. General rules

1. These rules are developed according to the Decree of the Cabinet of Ministers of the Republic of Uzbekistan dated March 2, 2016 No. 62 “On the approval of the model rules for ethical behavior of local government bodies and executive authorities” and determine ethical standards, principles of professional ethics and rules of official conduct employees of the Ministry of Justice, territorial departments and subordinate institutions (hereinafter referred to as bodies and institutions of justice).

2. These Rules are aimed at preventing offenses and eliminating the reasons contributing to their commission, at developing high legal awareness, educating employees in the spirit of strict observance of the Constitution and other regulatory legal acts of the Republic of Uzbekistan.

3. Employees of justice bodies and institutions must strictly comply with the requirements of these Rules. The obligation to know and comply with the provisions of these Rules applies to all employees of justice bodies and institutions, regardless of their position and the nature of the work performed.

4. Measures implemented in justice bodies and institutions within the framework of conflict of interest management are established in the regulation on conflict of interest management in the system of the Ministry of Justice of the Republic of Uzbekistan.

5. If employees of justice bodies and institutions have any questions related to the provisions of these Rules, issues of ethical behavior or procedures in justice bodies and institutions, they may seek advice from the head of their structural unit of the justice body or institution and / or the Anti-Corruption Department in the system of the Ministry of Justice, as well as on the “trust line 1008”.

Chapter 2. Basic terms and definitions

6. The following basic concepts apply in these Rules:

close relatives – persons who are related or related by marriage to the employee, that is, parents, blood and step brothers and sisters, spouses, children, including adopted children, grandfathers, grandmothers, grandchildren, as well as parents, blood and step brothers and sisters of spouses;

clan – the personal interest of the employee in the form of a subjective, privileged and biased attitude towards third parties on the basis of their belonging to a particular gender having a common ancestor;

conflict of interest – a situation in which the personal interest (direct or indirect) of an employee of the judicial authorities and institutions affects or may affect the proper performance of his official duties and in which a conflict arises

or may arise between the personal interest of the employee and the interests of the judicial authorities and institutions;

corruption – illegal use by a person of his official or official position in order to obtain tangible or intangible benefits in personal interests or in the interests

of other persons, as well as illegal provision of such benefits;

corruption offense – an act having signs of corruption, for the commission of which the legislation of the Republic of Uzbekistan provides liability;

counterparty – any legal or natural person with whom the bodies of justice entered into contractual relations, with the exception of labor contracts;

personal interest of the employee – the opportunity for the employee to receive justice bodies and institutions in the performance of official duties, his close relative or persons related to the employee's personal benefits (personal, social, property, financial, political and other commercial or non-commercial interests) in the form of cash, material and intangible assets, other property, benefits, goods and benefits, which may affect the proper performance by him of official or official duties;

locality – hiring, rotation, appointment of a person solely because of the clan origin (nobility or fame of the clan and its public recognition) and the official position of close relatives of such a person in bodies with authority, without taking into account the person's compliance with the qualification requirements for Positions;

nepotism – the use of power and / or influence in order to grant illegal privileges to one's close relatives or friends, including but not limited to the following situations: accruing unreasonable bonuses to close relatives and/or friends, accepting and appointing close relatives and posts friends to the detriment of the state interests of justice bodies and institutions;

patronage – intercession, protection of an employee of a body and justice institution by another employee who is higher in office, in the form of creating favorable working conditions for the first;

employee of justice bodies and institutions - an individual who has entered into labor relations with justice bodies and institutions;

favoritism – a situation in which an employee of a body and justice institution gives priority to the interests of one person and / or group of people in comparison with the interests of another person and / or group of people, including, but not limited to, in the following situations: selection and placement of personnel in bodies of justice, promotion, accrual of bonuses and presentation of state awards, granting vacations or referral to sanatoriums and overseas business trips, setting the order of consideration of applications, as well as work schedules duty and so on.

Chapter 3. Basic principles and rules of official conduct

7. Employees of bodies of justice and institutions must carry out their duties on the basis of the following principles:

legality – employees of justice bodies and institutions strictly comply with the requirements of the legislation of the Republic of Uzbekistan, and also perform their official duties in strict accordance with job descriptions, labor contracts, internal acts and legislation of the Republic of Uzbekistan;

the priority of the rights, freedoms and legitimate interests of citizens - the rights, freedoms and legitimate interests of citizens are the highest value of bodies and institutions of justice. Employees of justice bodies and institutions do not allow violation of the rights, freedoms and legitimate interests of citizens and contribute to their restoration in case of violation;

patriotism and fidelity to official duty – employees of justice bodies and institutions carry out their activities on the basis of moral and patriotic values, loyalty to the homeland, fidelity to official duty, personifying the expectations of society in relation to the moral character of an employee of justice bodies

and institutions. Employees of justice bodies and institutions fulfill their official duties regardless of personal sympathies, their own interests and ideological views;

devotion to the interests of the state and society – employees of bodies of justice and institutions should exclude actions related to the influence of personal interest, which prevents them from conscientiously fulfilling their duties and following the interests of the state and society;

justice, honesty and impartiality – the employees of justice bodies and institutions ensure fair, honest and impartial treatment of all persons who applied to justice bodies and institutions;

professionalism and competence – employees of justice bodies and institutions are one of the core values of justice bodies and institutions, whose competence, trust, goodwill, cooperation and team spirit allow us to achieve our goals and improve the activities of justice bodies and institutions. Employees of justice bodies and institutions must be a model of professionalism, impeccable business reputation, help in creating a favorable moral and psychological climate in the team, and also ensure an effective exchange of knowledge and experience with colleagues;

efficiency and thrift – justice bodies and institutions are considering a continuous increase in the effectiveness of their activities, including by improving the internal management system, interacting with citizens, organizations and government bodies, introducing innovative technologies and more, as one of the strategic objectives, the achievement of which allows increasing the welfare of society and the state. Employees of justice bodies and institutions, in turn, take a responsible and careful approach to the use of property of justice bodies and institutions, to their own working time and working time of other employees.

Chapter 4. The role of the leadership of bodies and institutions of justice in the formation of the ethical behavior of subordinates:

8. Heads of justice bodies and institutions, in the framework of the formation of ethical behavior of subordinate employees, undertake:

to demonstrate a personal example of strict observance of ethical standards and principles established by these Rules in the performance of their duties;

be honest in relations with employees of justice bodies and institutions, carefully and timely respond to their proposals, ideas, requirements and complaints;

avoid discriminatory policies and guarantee employees equal rights and opportunities in remuneration and promotion;

create working conditions for workers that do not harm their life and health;

build relations between justice bodies and institutions with employees on the basis of long-term cooperation, common goals, respect and consideration of mutual interests, social partnership;

timely take primary measures to prevent and resolve conflicts of interest;

take measures to prevent corruption, as well as to protect and encourage employees who are actively involved in the fight against corruption;

clearly define the scope of tasks and distribute them in a timely manner between subordinate employees depending on their position and professional skills, do not provide them with tasks that go beyond their official duties;

to prevent unreasonable promotion and promotion of an employee in the position, as well as take measures against ignoring illegal actions (for example, failure to take sufficient measures on the part of employees to eliminate shortcomings in their activities);

to prevent the participation of workers in forced labor, including the improvement of urban areas, seasonal agricultural work, the collection of metal waste, as well as other seasonal events (except when a voluntary cleanup is organized in the territory of the relevant organization by the relevant document of the President of the Republic of Uzbekistan or by the decision of the Cabinet of Ministers of the Republic of Uzbekistan under strict adherence to safety standards);

effectively manage employees of justice bodies and institutions, monitor the careful and economical handling of property and financial resources of justice bodies and institutions;

be liable for inaction to prevent violations of these Rules by subordinate employees.

9. Heads of justice bodies and institutions, as well as heads of departments and offices in justice bodies and institutions, should be a model of professional, honest and fair behavior in relations with their subordinates, create a favorable working atmosphere and contribute to the formation of a positive moral and psychological climate in justice bodies and institutions.

10. Heads of bodies and institutions of justice, as well as heads of departments and offices in bodies and institutions of justice should not allow the hiring, rotation, appointment, promotion or punishment of employees, as well as other subjective treatment of them on the grounds of nepotism (nepotism), favoritism, localism , patronage, clannishness and more.

Chapter 5. Duties of workers of bodies and establishments of justice on ethical rules and regulations

11. Employees of bodies of justice and institutions in the performance of official duties should:

comply with the Constitution of the Republic of Uzbekistan and laws of the Republic of Uzbekistan, decrees of the chambers of the Oliy Majlis of the Republic of Uzbekistan, execute decrees, decrees and orders of the President of the Republic of Uzbekistan, decrees and orders of the Cabinet of Ministers of the Republic of Uzbekistan, decrees of the collegium of the Ministry of Justice, orders of the Minister of Justice, internal acts of bodies and institutions of justice;

conscientiously and professionally perform their duties;

timely and efficiently execute orders of higher state bodies and officials adopted within their competence;

carry out its activities within the competence established by law and internal acts;

in the performance of their official duties, avoid discrimination against citizens and other persons, maintain their independence from their influence, take into account the rights, obligations and legitimate interests of citizens;

to refrain from actions that may impede the performance of official duties or affect any personal, property or other interests in the course of the performance of their official duties;

regularly increase the level of knowledge and skills necessary for the effective performance of official duties;

not to use their powers with the aim of unlawful influence on the activities of state bodies, other organizations or their officials;

Respect the customs and traditions of the peoples of the Republic of Uzbekistan and other countries, taking into account the cultural and other characteristics of various ethnic, social groups and faiths, promoting social stability, interethnic and interfaith harmony;

to refrain from behavior that may raise doubts about the employees' conscientious performance of their duties and prevent situations that could jeopardize their reputation or the reputation of justice bodies and institutions;

possess high moral and ethical qualities, respectful, polite and well-disposed towards colleagues, citizens and other third parties, regardless of their position, gender, race, nationality, language, religion, social origin, beliefs, personal and public position;

respect the activities of media representatives in informing the public about the work of bodies and institutions of justice, as well as assist in obtaining reliable information in the prescribed manner;

use confidential information strictly for official purposes, as well as ensure proper protection of confidential information and personal data by means of security against the risk of destruction, loss, alteration, disclosure, damage, unauthorized use;

to prevent offensive, disrespectful and humiliating behavior, as well as acts of violence or malicious dissemination of false rumors, discrediting the reputation of justice bodies and institutions and / or their employees;

use office premises, state property, material and technical base and other property of bodies and justice institutions in the performance of their official duties only for official purposes;

comply with the established rules for the delivery and receipt of letters and service messages in the organs and institutions of justice;

immediately inform their supervisor and other authorized persons of all cases of contacting them by any person in order to induce them to commit offenses, as well as any known facts of offenses committed by other employees of justice bodies and institutions;

to provide the necessary practical and methodological assistance to new and other employees of justice bodies and institutions, to support colleagues in their professional aspirations;

comply with the work schedule and effectively use working hours;

refuse to use alcohol, narcotic and other prohibited by law funds at the workplace and / or in the performance of their duties, as well as being in a state of alcohol or drug intoxication at the workplace;

to constructively accept criticism from colleagues and other persons, as well as change the model of behavior in case of receiving objective comments;

to remain in a calm emotional state, which favorably affects the fulfillment of tasks

12. Political, economic feasibility, as well as personal motives and other subjective reasons cannot be grounds for violation by the employee of the requirements of these Rules.

13. Depending on the working conditions and type of service, the appearance of the employee in the performance of official duties should promote respect for public authority on the part of citizens, comply with the generally accepted style of work and emphasize formality, modesty and discipline.

14. In their free time, workers should adhere to generally accepted ethical standards and avoid unethical behavior.

Chapter 6. Gifts and business hospitality

15. Employees of justice bodies and institutions are prohibited from accepting any gifts or business hospitality signs, incentives in the form of a loan, guarantees, sureties, remuneration, material assistance in the form of cash or cash equivalents, securities or other services from physical and legal persons in connection with the employee's performance of his duties.

16. Gifts made by employees of justice bodies and institutions to other employees of justice bodies and institutions on personal holidays, such as birthday, birth of a child, Defenders of the Motherland Day, International Women's Day, and not related to the performance of their duties by employees, are recognized gifts related to the employee's identity.

17. With such gift giving, the following requirements must be observed:

gifts must be given in the presence of at least three employees of the justice body (institution);

giving a gift should be accompanied by a congratulatory speech, which clearly expresses the event that served as the occasion for the gift;

the total value of the gift (including all taxes and fees) may not exceed 5 (five) basic calculation values;

the amount spent by one employee of the body and justice institutions on a gift to another employee, in each case, may not exceed 1 (one) basic estimated amount.

18. In case of any doubt about the legality of accepting the gift, the employee of the justice bodies and institutions should familiarize themselves with

the provisions of the Anti-Corruption Policy of the system of the Ministry of Justice of the Republic of Uzbekistan and seek advice from the Anti-Corruption Department in the system of the Ministry of Justice.

19. The reception and giving of gifts and business hospitality is regulated by the Anti-Corruption Policy of the Ministry of Justice of the Republic of Uzbekistan.

Chapter 7. Anti-corruption

20. Bodies and institutions of justice do not accept corruption in any its forms and manifestations.

21. Adhering to the principle of “zero tolerance” to corruption, all employees of justice bodies and institutions are strictly prohibited directly or indirectly, personally or through intermediaries, from participating in any corruption actions, that is, receiving, demanding, extorting, offering, promising and giving money, securities, other property, property-related services, other property rights for an action or inaction on the part of an employee in the interests of a bribe-giver, receiving payments to simplify formalities bypassing established rules, illegal use of the person's official position to obtain bribes and other illegal purposes.

22. The principles and requirements for combating corruption adopted by bodies and institutions of justice are enshrined in the Anti-Corruption Policy of the Ministry of Justice of the Republic of Uzbekistan.

Chapter 8. Ethics Commission

23. To consider issues of compliance with these Rules, as well as generally accepted ethical standards, employees in bodies and institutions of justice form ethics commissions.

24. Ethics commissions carry out their activities on the basis of the provisions on the ethics commission adopted by each body and institution of justice, these Rules and orders of heads of bodies and institutions of justice.

25. Ethics commissions consider issues related to violations of the Rules of Ethical Behavior of employees of bodies and institutions of justice of the Republic of Uzbekistan and the Regulation on conflict of interest management in the system of the Ministry of Justice of the Republic of Uzbekistan:

on behalf of the head of the body or institution of justice;

based on the results of an internal investigation;

on their own initiative;

on the basis of information received from employees of justice bodies and institutions, as well as from third parties through communication channels with justice bodies and institutions.

26. In case of violation or suspicion of violation by the employees of justice bodies and institutions of these Rules, the separation between the responsible units of powers (functions) to consider these situations is carried out in the following order:

upon identification of a conflict of interest situation that has not been resolved in accordance with the procedure established in the Regulation on Conflict of Interest Management in the system of the Ministry of Justice of the Republic of Uzbekistan, it is considered by the Ethics Commission together with the Anti-Corruption Department in the Ministry system;

upon detection of a corruption offense or a situation characterized by the presence of corruption risk, they are considered by the Anti-Corruption Department in the Ministry system;

in case of violation of the provisions regarding gifts and business hospitality, these situations are considered by the Anti-Corruption Department in the Ministry system.

The Anti-Corruption Department in the Ministry's system, together with the Ethics Commission, considers other facts and risks of violation of these Rules if the violation concerns not only these Rules, but also other internal acts of justice bodies and institutions, which directly provide for the possibility of participation of the Anti-corruption Department corruption in the Ministry's system at a meeting of the Ethics Commission.

In other cases not provided for in this paragraph, violations of the requirements of these Rules shall be considered by the Ethics Commission.

Chapter 9. Reporting ethical violations

27. Employees of justice bodies and institutions and other persons, if they have doubts about the lawfulness and / or ethics of the actions of employees of justice bodies and institutions, justified suspicions about alleged or fait accompli ethical violations can openly report them through accessible channels of communication between bodies and institutions justice.

28. The justice authorities and institutions, within the framework of their authority and available capabilities, shall ensure the confidentiality of the person who provided reliable information about the violation, except as otherwise provided by the legislation of the Republic of Uzbekistan.

29. Justice bodies and institutions protect the interests of their employees and guarantee that they will not allow acts of retaliation, including dismissal, demotion, discrimination, harassment, or harassment of employees who report in good faith suspicious behavior or possible violation of ethical standards and principles of these Rules by another employee of justice bodies and institutions.

30. Messages about violations of these Rules may be provided through the following communication channels:

a) for employees of bodies of justice and justice institutions:

by calling “1008” or directly to the Office (department) of personnel;

by phones of workers and in the office of bodies and justice institutions;

b) for citizens and legal entities:

by telephone “1008” or by other phones of justice bodies and institutions;

via the @anticorbot Telegram channel and other Telegram channels established by justice authorities and institutions.

31. All messages received on communication channels of justice bodies and institutions are objectively and timely considered by the responsible unit or person of the justice body and institution in accordance with the legislation and internal acts of justice bodies and institutions

32. Messages submitted anonymously are also accepted for consideration (only through the Telegram channels of justice bodies and institutions). An applicant who wishes to remain anonymous acknowledges that in such a case:

justice authorities and institutions will not be able to contact the applicant to respond to a message;

bodies and institutions of justice will not be able to conduct a full and comprehensive verification of the message due to the inability to obtain the necessary additional information.

33. The provision of knowingly false information by an employee of justice bodies and institutions is considered as a violation of these Rules and an example

of unethical behavior, and such a person may be held liable in accordance with legislation and interdepartmental acts of justice bodies and institutions.

34. Detailed information on the operation of communication channels and the procedure for processing or reviewing received messages is reflected in the Rules for the reception and processing of messages received through communication channels for reporting corruption, the Ministry of Justice of the Republic of Uzbekistan and other similar internal acts of bodies and institutions of justice.

Chapter 10. Final clause

35. Compliance by employees with the requirements of these Rules is considered an important professional competence and, along with other criteria, serves as the basis for promotion, performance evaluation, and so on.

36. The adherence to the ethical standards of employees of justice bodies and institutions is taken into account during certification, the formation of a personnel reserve for appointment to higher and other posts.

37. Violation of these Rules by an employee of bodies of justice and institutions may be the basis for bringing him to responsibility established by law.

Chapter 10. Belt revisions and updates and additions

38. When modifying and supplementing the applicable legislation, other regulatory legal acts and law enforcement practices, principles and requirements of the bodies and institutions of justice, these Rules are subject to revision and updating on the basis of the order of the head of the authority and institutions of justice.