



# HOLISTIC ETHICAL ORGANIZATIONAL CULTURE



## Introduction

The University of Tabuk is committed to fostering a holistic ethical organisational culture that promotes integrity, transparency, fairness, respect, and accountability across all levels of the institution. These ethical values are embedded in the university's governance framework, strategic planning, and institutional policies. The university works to ensure that ethical principles guide decision-making, professional conduct, and institutional practices. Through clear policies, structured training programs, dedicated oversight bodies, and confidential reporting mechanisms, the University of Tabuk actively promotes an environment that supports ethical behaviour and responsible institutional governance.

### **I. Our organisation develops clear ethical values, and these are enshrined in a publicly available strategic document.**

The University of Tabuk has established a clear set of institutional ethical values that guide its strategic direction and organisational culture. These values are formally articulated in the Third Strategic Plan of the University of Tabuk (Second Edition, 2023-2027), which is publicly available. The strategic plan defines values at both the institutional and individual levels, reflecting the university's commitment to responsible governance and ethical conduct.

At the institutional level, the university emphasises core values such as innovation, sustainability, efficiency, and excellence, which guide decision-making, resource management, and community engagement. At the individual level, the university promotes values among its members including community impact, lifelong learning, resilience, and active engagement, encouraging staff and students to contribute positively to society and act with responsibility and integrity.

These values collectively shape the ethical framework of the University of Tabuk and reinforce its commitment to sustainable development, responsible institutional behaviour, and positive societal impact.

For more information:

- Third Strategic Plan of the University of Tabuk (Second Edition). <https://www.ut.edu.sa/office-strategy-and-institutional-excellence/about-institute/resources>

In addition, the University of Tabuk enforces several policies to ensure that all stakeholders—including employees, faculty members, administrators, and students adhere to the university's institutional values and professional ethics. These policies contribute to fostering a respectful, inclusive, and healthy work and learning environment. Among these policies are the following:

University of Tabuk complies with the regulations and directives issued by the Ministry of Human Resources and Social Development, including the following:

The Executive Regulations for Human Resources in Civil Service issued under the supervision of the Ministry of Human Resources and Social Development include provisions that reinforce professional conduct and ethical responsibilities in public institutions.

Chapter 8 (Job Duties), Article 206 stipulates the following:

1. Government entities must announce the regulations, the Code of Professional Conduct, and the Ethics of Public Service to their employees and raise awareness of them through appropriate communication channels.
2. Employees are required to review and comply with the Code of Professional Conduct, the Ethics of Public Service, and their job duties. Any violation of these regulations or the rules outlined in the code is considered a breach of job duties and may result in appropriate legal action.

These regulations guide institutions such as University of Tabuk in promoting integrity, accountability, and ethical behavior within the workplace (<https://www.ut.edu.sa/general-administration-human-resources/resources#> )

In addition, University of Tabuk adheres to national labor regulations issued by the Ministry of Human Resources and Social Development, including the Advisory Guide to the Rules of Work Ethics in the Kingdom of Saudi Arabia.

The guide aims to strengthen labor relations and establish clear standards for professional conduct and workplace ethics. It promotes a positive and attractive work environment that supports professional efficiency, job security, and effective organizational performance. Furthermore, adherence to these ethical principles enhances employee productivity, improves institutional management, and fosters trust between all parties within the workplace.

The guide emphasizes several key ethical principles, including:

- Justice, equality, and non-discrimination
- Honesty and integrity
- Avoidance of exploiting positions or authority
- Maintaining an appropriate professional appearance
- Promoting a respectful and supportive work environment
- Upholding public morals and professional behavior
- Encouraging teamwork and cooperation

These principles guide ethical practices and professional conduct within institutions such as University of Tabuk.

To view the Advisory Guide to the Rules of Work Ethics (<https://www.ut.edu.sa/general-administration-human-resources/resources#>)

Government laws and regulations in the Saudi Arabia establish the general framework governing employment practices and professional conduct in public institutions. All higher education institutions are required to comply with these national regulations and apply them within their organizational structures. Accordingly, University of Tabuk has established a comprehensive framework of institutional policies and ethical guidelines that promote fairness, equality, and responsible professional behavior across the university community.

Among the key institutional policies implemented by the university are the following:

- Equal Access Policy at the University of Tabuk – Lifelong Learning Policy
- Institutional Policy for Non-Discrimination Against Women
- Maternity and Paternity Leave Policy
- Whistleblower Protection Policy for Reporting Discrimination
- University of Tabuk Anti-Discrimination Policy
- Policy Against Forced Labor, Modern Slavery, Human Trafficking, and Child Labor
- Fair Workers’ Rights Policy in Outsourcing and Contracting
- Non-Discriminatory Admissions Policy
- Reasonable Accommodation Policy for Persons with Disabilities
- University of Tabuk Anti-Harassment Policy

For details: [University of Tabuk Sustainability Policies](#)

Furthermore, University of Tabuk has published a Professional Ethics Charter for its staff members, which outlines the ethical framework governing professional conduct across the university. The charter defines expected values, responsibilities, and standards of behavior for employees and academic staff, covering multiple areas such as professional integrity, relationships with colleagues and students, and engagement with society.

The charter includes several core components, such as:

- **Ethical Principles**
- **Duties and Responsibilities**

- Ethical values and professional conduct
- Ethics in teaching and the educational process
- Student relations and examination ethics
- University services and administrative responsibilities
- Relations with colleagues and university administration
- Community engagement and social responsibility
- Responsibilities toward the university
- Ethics in scientific research and scholarly production
- Supervision and evaluation of graduate theses

In addition, the university reinforces these principles through the Code of Professional Ethics for Faculty Members and Equivalent Positions, which highlights key ethical values that academic staff are expected to uphold, including:

- Justice and equality
- Honesty
- Professional integrity
- Respect for confidentiality and privacy
- Integrity in academic and professional life

For details: [the Code of Professional Ethics for Faculty Members and Equivalent Positions](#)

University of Tabuk also places strong emphasis on promoting ethical behavior among students. To support this objective, the university has developed several regulations and guidelines that define students' rights, responsibilities, and expected standards of conduct, including

- [The Student Rights and Responsibilities Guide](#)
- [The Student Code of Conduct and Disciplinary Regulations](#)

## II. **Our university provides training based on those values at all levels of the organisation.**

The University of Tabuk actively fosters ethical values and professional competencies through comprehensive training programs accessible to all members of the institution. These programs aim to strengthen institutional and individual values such as integrity, accountability, innovation, sustainability, excellence, community impact, and lifelong learning, ensuring that ethical principles are embedded in the university's academic, administrative, and student environments. Training is delivered through multiple administrative units, each focusing on specific aspects of professional development aligned with the university's strategic objectives.

1. The **Deanship of Quality and Academic Accreditation** at the University of Tabuk provides specialized professional development programs that integrate the institution's core ethical and organizational values. These programs aim to enhance academic, leadership, and professional competencies while embedding values such as innovation, excellence, efficiency, and community impact into daily practice.

Key programs include:

- Leadership Capacity Building - strengthens leadership skills aligned with strategic goals and fosters responsible management.
- Professional Fellowship in University Teaching and Learning - improves teaching quality while promoting innovation, excellence, and student-centered learning.
- University Education Quality Assurance and Accreditation - ensures transparency, accountability, and adherence to high academic standards.
- International Standards in Management Systems and Laboratories - promotes efficiency, innovation, and continuous improvement in institutional processes.
- Induction and Preparation of New Faculty Members - familiarizes new staff with the university's mission, strategic objectives, and ethical framework, ensuring alignment with institutional values from the start.

These initiatives ensure that faculty members are well-equipped to uphold ethical standards, contribute effectively to the university's mission, and positively impact the broader community.

- [The Executive Plan for Professional Development at the University of Tabuk for the Year 1446](#)
  - [The Regulatory Framework for Professional Development at the University of Tabuk](#)
  - Third Strategic Plan of the University of Tabuk (Second Edition). <https://www.ut.edu.sa/office-strategy-and-institutional-excellence/about-institute/resources>
2. **General Administration of Human Resources:** The General Administration of Human Resources at the University of Tabuk provides comprehensive training programs based on the Professional Competency Framework, which includes basic, specialized, and leadership competencies. These programs aim to ensure that all staff members, across academic and administrative roles, are equipped with the skills and ethical understanding necessary to uphold the university's core values, including responsibility, integrity, transparency, collaboration, and commitment to excellence.

Basic Competencies cover foundational skills such as responsibility, teamwork, communication, results achievement, staff development, work ethics, and representing the university positively. These competencies emphasize ethical conduct, accountability, and commitment to the university's mission in day-to-day operations.

Specialized Competencies are tailored to specific job functions and disciplines, ensuring that employees acquire the professional knowledge and technical skills required for their roles while maintaining alignment with the university's ethical and strategic objectives.

Leadership Competencies focus on change leadership, staff empowerment, strategic orientation, and decision-making, equipping leaders to foster an ethical organizational culture, promote innovation, and guide their teams effectively in achieving institutional goals.

Through these structured competency-based programs, the General Administration of Human Resources ensures that staff members not only perform their duties efficiently but also embody the university's ethical principles and contribute positively to the institutional culture and broader community.

For details

- Third Strategic Plan of the University of Tabuk (Second Edition). <https://www.ut.edu.sa/office-strategy-and-institutional-excellence/about-institute/resources>
- [Professional Competency Framework for University of Tabuk Staff](#)

### **3. Deanship of Student Affairs - Student Activities**

The Deanship of Student Affairs, through its Student Activities programs, provides structured training and practical experience designed to promote ethical behavior, professional responsibility, and adherence to institutional values among students. These programs integrate the university's core values such as integrity, accountability, respect, and community engagement, ensuring that students develop both personal and professional competencies while participating in campus activities.

Students involved in these programs are expected to follow clearly defined duties and obligations, including adherence to Sharia law, local customs, university regulations, and ethical codes of conduct. They are trained to maintain professionalism, confidentiality, and responsible use of university resources, while developing skills in teamwork, communication, and time management.

The programs also clearly define prohibited behaviors, such as any form of abuse, harassment, exploitation, or unethical conduct, and enforce accountability to safeguard the well-being and dignity of all participants. By combining practical engagement with ethical guidance, these initiatives cultivate responsible, ethical, and community-minded students prepared to contribute positively to the university and society.

For details:

- [Student Activities Guidelines and Code of Conduct \(STAC Forms 6.1 & 6.2\)](#)

The Deanship of Student Affairs implements the “From Idea to Behavior” program, designed to cultivate ethical awareness and value-driven behavior among students. The program’s mission is to produce students who are conscious of core values and committed to disseminating these principles throughout the university community.

The program emphasizes ethical values, practical application of values in campus life, and the fundamentals of value-based guidance. Students engage in workshops such as designing a personal value-tracking journal and participate in challenge-based activities, which develop creative and cognitive approaches to understanding and practicing values. Dialogue sessions further enhance comprehension of deep ethical concepts, linking behavioral psychology with value-oriented methodologies.

The program includes a final professional assessment for participants in value guidance, ensuring that students not only understand ethical principles but can also apply them in practice. Through this program, students develop integrity, responsibility, ethical awareness, and the ability to positively influence their peers and community.

For details:

- [Student Activity Plan for the year 1445](#)
- <https://www.ut.edu.sa/campus-life/student-clubs>

The Deanship of Student Affairs at the University of Tabuk provides a wide range of training programs, workshops, and disciplinary initiatives aimed at fostering a holistic ethical culture among students. These programs are designed to cultivate ethical awareness, responsible behavior, and community engagement, ensuring that students develop both personal and professional competencies aligned with the university’s core values.

Key programs include:

Volunteerism and Community Engagement: promotes the importance of volunteer work, preparing students to be positive contributors to society and embody the ideal of the socially responsible university student.

- [https://x.com/dsa\\_ut/status/1901333161402892690?s=48](https://x.com/dsa_ut/status/1901333161402892690?s=48)

Ethical Engineering Program - integrates ethical principles into practical decision-making, encouraging students to apply values such as integrity, accountability, and fairness in their academic and professional endeavors.

- [https://x.com/dsa\\_ut/status/1891522187384725599?s=48](https://x.com/dsa_ut/status/1891522187384725599?s=48)

Ambassadors of Ideal Conduct Training Program - equips students to act as role models and peer mentors, reinforcing ethical behavior and fostering a positive campus culture.

- [https://x.com/dsa\\_ut/status/1889381520676196713?s=48](https://x.com/dsa_ut/status/1889381520676196713?s=48)
- [https://x.com/dsa\\_ut/status/1860047999197663421?s=48](https://x.com/dsa_ut/status/1860047999197663421?s=48)
- [https://x.com/dsa\\_ut/status/1858153464385224719?s=48](https://x.com/dsa_ut/status/1858153464385224719?s=48)
- [https://x.com/dsa\\_ut/status/1858153464385224719?s=48](https://x.com/dsa_ut/status/1858153464385224719?s=48)

Through these initiatives, the Deanship ensures that students not only understand ethical principles but are also able to demonstrate these values in daily life and community activities, thereby contributing to a holistic ethical organizational culture at the University of Tabuk.

### III. Ethical Compliance Office

At the University of Tabuk, the General Administration of Legal Affairs oversees the promotion and monitoring of ethical compliance across the institution. While there is no dedicated office named "Ethical Compliance Office," this administration is responsible for ensuring that all faculty, staff, and students adhere to the university's core values and ethical standards, including integrity, accountability, transparency, respect, and fairness.

Key responsibilities include:

- Monitoring adherence to university policies, regulations, and codes of conduct.
- Providing guidance to staff and students on ethical issues.
- Managing investigations of potential breaches of ethical standards, conflicts of interest, or misconduct.
- Ensuring confidentiality and impartiality in handling cases, and implementing corrective actions when necessary.
- Supporting training and awareness initiatives to foster an ethical culture within the university.

Through these functions, the General Administration of Legal Affairs ensures a culture of integrity and accountability, contributing to a holistic ethical organizational culture at the University of Tabuk.

For details:

- <https://www.ut.edu.sa/legal-administration>
- For detailed information regarding administrative responsibilities and powers, see the Legal Affairs Administration Supervisor, pages 111-113 [University of Tabuk Procedural Manual](#)

The Deanship of Student Affairs at the University of Tabuk plays a key role in supporting ethical compliance and fostering a holistic ethical culture among students. Through its specialized units, including the Guidance and Student Rights Unit, the deanship ensures that students understand their rights and responsibilities and that all student activities are conducted in accordance with the university's core ethical values, such as integrity, respect, responsibility, and fairness.

The deanship supervises student conduct, disciplinary programs, and training initiatives, ensuring that students uphold ethical standards in both academic and extracurricular activities. It provides guidance, counseling, and awareness programs to promote responsible behavior and adherence to institutional policies. By actively monitoring and mentoring students, the Deanship of Student Affairs reinforces a culture of ethical behavior and accountability, contributing to the broader institutional mission of maintaining a safe, respectful, and values-driven campus environment.

For details:

- [https://x.com/dsa\\_ut/status/1825263432582693233?s=48](https://x.com/dsa_ut/status/1825263432582693233?s=48)
- [The Student Rights and Responsibilities Guide](#)
- [Procedural Rules for Student Complaints](#)
- [Regulations on Student Conduct](#)
- [Student Disciplinary Code](#)
- [Student Affairs Services Guide p.14](#)
- [The Student Code of Conduct and Disciplinary Regulations](#)

**Research Ethics Committee:** The Research Ethics Committee at the University of Tabuk plays a crucial role in promoting and ensuring ethical conduct in research activities across the institution. The committee reviews all research proposals involving human participants, animals, and sensitive data to ensure compliance with ethical principles, institutional policies, and national regulations.

Key responsibilities of the committee include:

- Reviewing research proposals to verify adherence to ethical standards and best practices.
- Providing guidance and training to faculty, staff, and students on ethical research practices.
- Monitoring ongoing research for compliance with approved protocols.
- Advising on corrective measures in case of ethical breaches or violations.

Through these efforts, the Research Ethics Committee ensures that all research conducted at the University of Tabuk upholds integrity, transparency, and respect for participants, thereby contributing to the university's holistic ethical organizational culture.

For details:

- Research Ethics Committee guidelines and approval procedures <https://www.ut.edu.sa/research/research-ethics-integrity>
- [Research Ethics Committee](#)

**Internal Communication and Ethical Oversight:** The Internal Communication Unit, within the General Administration of Human Resources at the University of Tabuk, plays a key role in supporting ethical compliance and transparency across the institution. The unit provides accessible channels for employees to submit inquiries, suggestions, and complaints, ensuring that concerns reach decision-makers efficiently and confidentially when necessary.

By facilitating effective communication, reporting mechanisms, and feedback loops, the unit helps reinforce a culture of accountability, fairness, and integrity. It also coordinates with relevant departments to ensure appropriate follow-up on ethical concerns and supports onboarding programs to integrate new staff into the university's values-driven organizational culture.

For details:

- <https://www.ut.edu.sa/general-administration-human-resources/internal-communication-department/about>

**Intellectual Moderation and Ethical Awareness Unit:** The Intellectual Moderation and Ethical Awareness Unit at the University of Tabuk promotes ethical behavior, moderate thinking, and responsible citizenship among students, faculty, and staff. The unit supervises programs that prevent harmful behaviors and extremist thought, fosters loyalty, tolerance, and national cohesion, and strengthens ethical awareness and social responsibility across the campus.

For details:

- <https://www.ut.edu.sa/intellectual-awareness-unit/about>

#### **IV. 4. Internal Reporting and Whistleblower Protection Mechanisms**

The University of Tabuk provides accessible channels for staff and students to submit inquiries, suggestions, and complaints, ensuring that concerns related to fairness, inclusion, and rights are addressed efficiently. These mechanisms support transparency, participatory governance, and ethical accountability across the institution. The university offers digital platforms and official communication channels that facilitate institutional dialogue, encourage active engagement, and allow members of the university community to raise concerns safely and effectively.

For details:

- <https://www.ut.edu.sa/about-ut/e-participation/complaints-and-suggestions>
- <https://www.ut.edu.sa/contact-us>