

AGREEMENT 01/2022

“Whereby the Integrity Code of the National Accreditation Council (CNA) is issued.”

THE NATIONAL COUNCIL OF HIGHER EDUCATION (CESU)

Pursuant to its legal powers, especially those set out in Article 54 of Law 30/1992

"Whereby the public service of Higher Education is organized"

HEREBY AGREES:

Article 1. *Presentation.* “The Integrity Code is an innovative instrument that is intended to work hand in hand with the civil servants precisely to think about how we can do things differently to achieve better results at our entities in the interest of the citizens we serve.

To this end, the values of public service in Colombia have been identified and set out as integral standards of behavior for those of us who work at Colombian public entities. We should remember that our values are honesty, respect, commitment, diligence and justice. By promoting these values and a series of simple rules of action, this Code will guide our actions as civil servants in a pedagogical manner and with a preventive approach, providing us specific guidelines on how we should behave in performing our duties.¹

Article 2. *Integrity Code.* This Code is the main instrument of the Integrity Policy of the Integrated Model for Planning and Administration (MIPG, for the Spanish original). It combines efforts to prevent corruption and promote public transparency and ethics.²

Article 3. *Introduction.* This Code sets out the values that should guide the actions and decisions made by the National Accreditation Council (CNA, for the Spanish original), as well as the interactions of its members with stakeholders. To this end, the CNA has adopted the Policy on Integrity in Public Administration, with a pedagogical and preventive approach, to offer its members and employees clear guidance on how to act in performance of their duties.

¹ Administrative Department of Public Service, *"VALORES DEL SERVICIO PÚBLICO, Código de Integridad"*, 2017. Bogotá D.C

² See the website of the Administrative Department of Public Service
https://www.funcionpublica.gov.co/prequntas-frecuentes/-/asset_publisher/sqxafjubsrEu/content/-que-relacion-tiene-el-codigo-de-integridad-con-el-mipg-ii-/28587425

This Integrity Code sets out the values, policies and rules of conduct that apply to the actions of each and every member of the CNA and reflects the coordination of actions carried out by the advisory body, its employees and members, adding value and guaranteeing the rights and responsiveness to the needs of stakeholders.

Article 4. Regulatory Framework. Article 54 of Law 30/1992 created the National Accreditation Council (CNA) as an advisory and sectoral coordination body, of an academic nature, with functions of coordination, planning, recommendation and advisory in the accreditation of higher education institutions and academic programs. Its rules of procedure, functions and composition are defined by the National Council of Higher Education (CESU, for the Spanish original).

Article 2.2.22.3.2 of Decree 1499/2017 defined the Integrated Model for Planning and Administration (MIPG, for the Spanish original) as a framework of reference to direct, plan, perform, monitor, assess and control the management of public entities and bodies, with the aim of producing results that are consistent with the development plans and that address the needs and problems of citizens, with integrity and service quality.

On its part, article 2.2.22.3.3 of Decree 1499/2017 establishes the objectives of the Integrated Model for Planning and Administration (MIPG), one of which is the item *"1. Strengthen leadership and human talent under the principles of integrity and legality as drivers for the generation of results at public entities."*

The Integrity Code is the main technical instrument of the Integrity Policy of the Integrated Model for Planning and Administration (MIPG II), which is part of the Human Talent Dimension, with an approach based on integrity and pride for public service designed to work hand in hand with the civil servants. It has been adopted by the bodies and entities of the executive branch of government at the national and territorial levels.

Article 5. Integrity. Integrity is the central element for building social capital and citizens' trust in the government. Integrity is a personal quality that in the public sector also refers to keeping the promise that each civil servant makes to the government and citizens to fully perform their duties.

Article 6. Commitment to the Objectives of the National Accreditation Council's Mission The members of the National Accreditation Council undertake to direct all their actions in performance of their public services towards the achievement of the mission and objectives assigned to the advisory body by the Constitution and the law, in a framework of integrity, transparency and efficiency.

Article 7. The Values of Public Service. The values of the National Accreditation Council are highly desirable attributes or qualities in the way of being and acting of its members and employees, because they enable the application of the ethical principles and full compliance with the constitutional and legal mandates in performing their work. The values of the Council are:

- a) **Commitment:** Awareness of the importance of the role of civil servants and constant willingness to understand and address the needs of the people they work with day to day, always seeking to improve their wellbeing.

What I do:

- I take on my role as member of the CNA as a private individual who carries out public functions, understanding the value of the commitments and responsibilities I have acquired towards the citizens and the country.
- I am always willing to put myself in the position of others. Understanding people's context, needs and requirements is the basis for my service and work.
- I listen to, assist and provide orientation to those who need information or guidance regarding public matters.
- I am always attentive when I interact with others, with no distractions of any type.

What I do not do:

- Work with a negative attitude. My work cannot be affected by not putting enough effort into it.
- Think that my work as a CNA member is a "favor" that I am doing for the citizens. It is a commitment and an honor.
- Assume that my work as CNA member is irrelevant for society.
- Ignore the concerns of any citizen. The characteristic element of the CNA culture that reflects commitment is "connection."

- b) **Respect:** Recognition, value and dignified treatment for all people, regardless of their virtues and defects, of their work, their background or any other condition.

What I do:

- I assist all people in any situation in a helpful, equal and equitable manner through my words, gestures and attitudes, regardless of their social, economic, religious, ethnic or any other condition. I am helpful every day; that is the key, always.
- I am open to dialog and understanding in spite of perspectives and opinions that differ from my own. There is nothing that cannot be worked out by talking and listening to others.

What I do not do:

- Act in a discriminatory, rude or hurtful manner, under any circumstance.
- Base my decisions on assumptions, stereotypes or prejudice.
- Offend, ignore or mistreat citizens or other civil servants.

- c) **Honesty:** Act always on the basis of truth, fulfilling all my duties with transparency and rectitude, favoring the general interest.

What I do:

- I always tell the truth, even when I make mistakes, because it is human to err, but it is not right to hide them.
- I seek guidance from the appropriate bodies within the Council when I have any doubts on how to perform my duties. It is okay not to know everything, and it is also okay to ask for help.
- I facilitate access to complete, truthful, timely and understandable public information through the channels intended for this purpose.
- I report any faults, crimes of violation of rights I become aware of in performance of my duties, always.
- I support and promote participative events to enable the higher education institutions to participate in decision making process related to the guidelines and updates of the high-quality accreditation model.
- The characteristic element of the CNA culture that reflects honesty and respect is “communication.”

What I do not do:

- Give preferential treatment to people who are close to me to favor them in any process, because equal conditions must prevail.
- Accept rewards, favors and/or any other type of benefits offered to me by people or groups with an interest in any decision-making process.
- Use public resources for personal purposes related to my family, my education or my pastimes (including the time of my work shift, the items and goods assigned to me to perform my duties, among others).
- Be careless with the information I am in charge of, or with its management.

- d) ***Diligence:*** Fulfill the assigned duties, functions and responsibilities in the best manner possible, in an attentive, expedite and efficient manner, so as to optimize the public resources.

What I do:

- I use public resources in a responsible manner to fulfill my duties. The public resources belong to everyone and must not be wasted.
- I meet the established deadlines for each work obligation. Ultimately, everyone’s time is gold.
- I assure the quality of every product I deliver in accordance with public service standards. Half-done is not acceptable.
- I am always proactive and communicate proposals in a timely manner to continuously improve my work and that of my co-workers.

What I do not do:

- Waste public resources.
 - Put off decisions and activities that solve the problems of citizens or that are part of my position's duties. Some things simply cannot be put off for another day.
 - Display lack of interest in my work before the higher education institutions and civil servants.
 - Shirk my duties and responsibilities.
 - Transfer problems and responsibilities to other entities. I always contribute to the solution.
- e) **Justice:** Act with impartiality, guaranteeing people's rights with equity, equality and with no discrimination.

What I do:

- I make informed and objective decisions based on evidence and reliable information. Failure to perform my duties due to lack of clarity is a serious breach.
- I recognize and protect everyone's rights according to their needs and conditions.
- I make decisions by establishing mechanisms for dialog and consensus-building with all the parties involved.
- The characteristic element of the CNA culture that reflects diligence and justice is "service."

What I do not do:

- Promote and implement policies, programs or measures that affect people's equality and freedom.
 - Favor the point of view of an interested party, without taking into consideration all the stakeholders involved in a situation.
 - Allow personal or group hatreds, likes, dislikes, whims, pressures or interests to interfere in my judgment, decisions and public management.
 - Give unequal treatment and undue preference to favor a person or a higher education institution.
- f) **Mystique:** Act with a sense of duty and love for what we do. Love for the work, the entity, the co-workers and supervisors, promoting a wholesome environment.

What I do:

- I carry out my activities enthusiastically.
- I reflect the best of me in each task.
- I seek to have an impact on others and offer added value.
- I have a sense of belonging.

What I do not do:

- Act with lack of interest in achieving the objectives.
- Fail to listen to and get to know the people and their personalities, and ignore the common good.
- Perform work with inadequate quality.

g) Trust: Believe in others, have confidence in our work and in our stakeholders.

What I do:

- I have certainty on how we will achieve the goals.
- I create a work environment based on openness, active listening and communication.
- I act with confidence in support of the objectives of the team and/or the advisory body.

What I do not do:

- Generate uncertainty by misrepresenting the truth and affecting decision making.
- Act against the principles of credibility of the processes I am in charge of.
- Act with insecurity, resistance and fear in each process.

h) Adaptability to change: Capacity to face new situations with flexibility, taking on a positive and constructive attitude towards changes.

What I do:

- I enable the people, processes and the entity to advance at the pace of the users' requirements.
- I work with my team members in a constructive manner.
- I listen to, analyze and learn from each situation at a professional and/or personal level.
- I am open to the continuous improvement of processes and I listen to innovative ideas.

What I do not do:

- Protest, complain or denigrate about the Council or my work each time something could be improved or done differently.
- Prevent advancement to new practices and knowledge.
- Prevent learning and new technologies in performance of my activities.
- Dissociate or persuade my co-workers to refuse to accept changes.

Article 6. The Values of Public Service "Civil servants are people who work hard every day with vocation and pride to serve and assist Colombians, which is the reason this Code is so important. Take it with you, read it, understand it, feel it and live it every day."³

³ Administrative Department of Public Service, "VALORES DEL SERVICIO PÚBLICO, Código de Integridad", 2017. Bogotá D.C

BE IT PUBLISHED AND FULFILLED

Issued in Bogotá, on

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