



**Management Policy  
of  
Azerbaijan Technical University**

**Baku-2024**

## Table of Content

Introduction.....	3
Fundamental Principles.....	3
Relevance.....	3
Objective Of Management Policy.....	4
Mission: .....	4
Objective:.....	4
Particular Strategic Goals: .....	4
Motto:.....	4
Values .....	4
Organizational Values.....	4
Leadership and Innovation.....	4
Quality and Dynamism .....	5
Transparency and Professionalism: .....	5
Legislation: .....	5
Maintain public trust by.....	5
Effective Management .....	5
Ethical Principles .....	5
Impartiality.....	5
Integrity.....	5
Collaboration.....	5
Research and Decision-Making .....	6
Responsibility .....	6
Awareness .....	6
Confidentiality .....	6
Supervision .....	6
Concluding Terms.....	7
Review .....	7

## **Introduction**

The document «Management Policy» (hereinafter - the Document) of the Azerbaijan Technical University (hereinafter - AzTU) is a document that establishes the foundation for a management system rooted in the principles of transparency, honesty, impartiality and digitalization. It emphasizes a collective decision-making, transparent authority distribution ensuring effective, future development.

In drafting this document, reference was made to several foundational texts and directives including the "Laws of the Republic of Azerbaijan on Education" and "On Science," alongside other relevant legislative frameworks, presidential decrees, and orders. Additionally, it draws upon resolutions and mandates issued by the Cabinet of Ministers of the Republic of Azerbaijan. Further grounding for this document is provided by the "Standards and Recommendations for Quality Assurance in the European Higher Education Area" (ESG), the "State Strategy for Education Development in the Republic of Azerbaijan," as well as various collegiate decisions, guidelines, directives, and orders from the Ministry concerning science and education. It also incorporates relevant regulatory and legal provisions, decisions from the Academic Council of AzTU, and directives from the rector of AzTU that cover education, science, innovation, and the administrative and legal regulations in force within these domains. The Charter of AzTU lays the foundation for the economic and social activities described in this document, ensuring alignment with the fundamental legal and regulatory framework governing higher education and related sectors in the Republic of Azerbaijan.

This "Document" outlines the fundamental principles and guidelines for policy implementation management at AzTU.

## **Fundamental Principles**

The management policy serves as a structured set of principles designed to guide managerial decisions and secure effective outcomes. This policy orchestrates the efforts of various structural units, ensuring they align with the overarching objectives while executing specific tasks.

## **Relevance**

This document is applicable across all structural divisions within AzTU, including affiliated institutions outside its organizational framework. It encompasses all AzTU personnel and students enrolled at every educational stage.

## **Objective of Management Policy**

The primary aim of the management policy is to establish a groundwork for a system that guarantees effective and progressive development, thereby fulfilling the mission, objectives, and key strategic goals of AzTU.

In accordance with the "Development Strategy of Azerbaijan Technical University for 2021-2030," approved by the Academic Council of AzTU on November 19, 2021, the University's mission, goals, and primary strategic objectives have been established as follows:

**Mission:** To stand as the leading institution in the region for engineering sciences and the deployment of smart technologies.

**Objective:** The primary goal of AzTU's development over the forthcoming decade is to provide innovative technological solutions on a digital platform while also educating specialists in this field.

**Particular Strategic Goals:** Our aim is to establish a university that is both scientific and entrepreneurial in nature, fostering an environment of innovation and initiative among our academic staff, postgraduates, and students. We are committed to advancing industry education and addressing the challenges of the technological future. Furthermore, to elevate the talent of our engineering graduates to meet international standards.

**Motto:** Produce, Develop, Integrate

To reach our primary strategic goals and objectives, our management policy orders the formulation and execution of managerial decisions in the following spheres:

Deliver high-quality education at all levels, aligned with modern standards, to equip students with global soft skills;

Offer instruction focused on solving practical challenges arising from the global industrial revolution;

Promote research that supports the high-tech industry, serving as a foundation for quality education, innovation, and initiative;

Enhance the economy and society through ongoing support for innovation and entrepreneurship;

Create a sustainable and inclusive university environment that fulfills the global expectations of the 21st century.

## **Values**

Herein are the core organizational and ethical values of AzTU, as developed and embraced by our workforce, and codified within the applicable regulatory documents.

### **Organizational Values**

**Leadership and Innovation** - Consistently demonstrate initiative through innovative approaches in the execution of management processes.

Quality and Dynamism - Execute tasks assigned by the authorities with a high level of quality and adaptively respond to global advancements in the fields relevant to our activities.

Transparency and Professionalism: We commit to upholding transparency in all executed tasks across our fields of operation, ensuring that professionalism is consistently prioritized in every aspect of our activities.

Legislation: Our guiding principles are rooted in the Constitution of the Republic of Azerbaijan, the nation's laws, presidential decrees and orders, Cabinet of Ministers' decisions and orders, and international treaties to which the Republic of Azerbaijan is a signatory. Furthermore, we adhere to directives issued by the Ministry of Science and Education's Board, the Academic Council's resolutions, and mandates from the Minister of Science and Education, all in accordance with our Charter.

Maintain public trust by safeguarding the legitimate interests of partners, as well as the employees and students of AzTU. We commit to facilitating the realization of these interests, operating within the boundaries of the law and our granted authority, in alignment with our organizational objectives. Furthermore, we pledge to regularly report on our achievements to the public, thereby fostering trust through continuous improvement and transparency.

Effective Management: Our aim is to cultivate an optimal organizational structure that clearly defines managerial bodies and ensures an efficient allocation of management functions across various levels and segments of the structure. We are committed to adopting innovative management technologies and advanced methodologies, enhancing the utilization of automated decision-making tools in management processes to bolster the involvement of public organizations. Our strategy includes implementing evaluations to assess employee performance and initiatives to elevate their skill levels, alongside measures designed to boost motivation and ensure their social protection. We are dedicated to enhancing the quality of our employees' work, adhering to the principles outlined in the corporate governance code of ethics, and adopting standards that reflect our commitment to excellence. Additionally, we aim to provide a dynamic and adaptable framework for project management.

## **Ethical Principles**

Impartiality - Commitment to impartiality in the execution of duties, ensuring that no preference is given or conditions created that would favor any employee over others based on race, ethnicity, religion, language, gender, social background, economic status, rank, religious beliefs, political affiliations, or other personal attributes. This also includes upholding political neutrality.

Integrity - Regardless of one's position, one must consistently exemplify honesty through both actions and inactions, while fulfilling their responsibilities with quality and timeliness.

Collaboration - To strengthen the ties of coordination among all structural divisions of AzTU, showcasing a cohesive leadership approach by all members, disregardless of their specific roles and responsibilities.

**Adhere to the principles of professional communication** by maintaining sincerity, courtesy, and attentiveness in your interactions with both direct reports and superior management, as well as with subordinates.

**Honesty** involves the consistent alignment of thoughts and actions, rigorous adherence to ethical standards, and the acceptance of responsibility for both actions and inactions. It includes integrity and the cultivation of trust among individuals.

**Humanism** prioritizes national and global human values, human rights and freedoms, environmental care and respect for individuals, and embraces tolerance.

#### Research and Decision-Making

All complaints concerning the execution of the decisions made by the management of AzTU must be examined promptly, with fairness and without bias.

Should investigations uncover instances that contravene the policies of AzTU's management, appropriate legal actions will be undertaken to address these issues. Additionally, necessary preventive steps will be implemented to avert similar occurrences in the future.

### **Responsibilities**

It is the collective duty of every member within the AzTU community to support the principles outlined in our management policies.

### **Awareness**

AzTU commits to conducting ongoing seminars and training sessions aimed at ensuring comprehensive understanding and adherence to our management policies.

### **Confidentiality**

AzTU pledges to maintain the strictest confidentiality on all inquiries and investigations concerning the enforcement of our management policy, in accordance with the fullest extent allowed by law.

### **Supervision**

AzTU commits to routine oversight and evaluation to determine the effectiveness of the Management Policy.

## **Concluding Terms**

AzTU declares that the present "Document" is in force and adheres to applicable laws and regulations. It will engage in periodic assessments and ongoing enhancements to guarantee compliance and improvement.

## **Review**

This policy will be reviewed at least every 2 years. The previous version of the policy will remain in full force and effect until the adoption of new version.