



Office of Atoms for Peace Notice
on the Honesty Intent with Morality and Transparency Promotion
in the Governance of the Office of Atoms for Peace

For the governance of the Office of Atoms for Peace (OAP) to bring public benefits and happiness as in the Royal Decree on Criteria and Procedures for Good Governance, B.E. 2546 (2003), and by the cabinet's approval on 5th January 2016, to assess morality and transparency of every public sector organization and to use the result for proper improvement of its morality and transparency. This is to show the effort in driving constructive measures to prevent and suppress corruption, to promote all personnel's awareness on prevention and suppression of all kinds of corruption, as well as to promote its transparency with clear operational standards as the tools to direct all personnel's morality – leading to the efficient governance.

OAP declares its intent to manage and operate with honesty, morality, transparency and completely no corruption both internally and externally. The intent is to promote morality and governance transparency for the benefits of the nation and the people. It covers detailed policies in the following aspects: transparency, liability, zero corruption, moral culture, work morality and internal communication – each of which includes measures and activities as the organizational guidelines for all personnel to follow along with relevant laws and rules. These are illustrated in the attachment following this notice.

In this regard, all shall be notified.

Given on 30th January 2018

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Secretary General of the Office of Atoms for Peace

Details on the policies, measures, workplans, projects and activities attached to the OAP Notice on the Honesty Intent with Morality and Transparency Promotion in the Governance of the Office of Atoms for Peace on 30 January 2018

The governance under the OAP's policy on morality and transparency promotion covers 6 major policies as follows:

1. Transparency

1.1 Stakeholder involvement in work process

1.1.1 Main Policy

Provide stakeholders opportunities to be involved in work process on the principles of righteousness, transparency and verifiability

1.1.2 Measures

- 1) Be aware and give precedence to the stakeholder involvement in work process
- 2) Provide stakeholders opportunities to be involved in work process

1.1.3 Workplans/Projects/Activities

1) Involve stakeholders in the development process for each of the workplans, projects and activities

2) Receive stakeholder hearings on work process and analyze them to improve process efficiency

1.2 Procurement process

1.2.1 Main Policy

Give precedence to transparent, verifiable and corruption-free procurement in compliance with the law and order

1.2.2 Measures

- 1) Analyze the organizational procurement
- 2) Provide a procurement action plan
- 3) Disseminate procurement information on the OAP and other websites

1.2.3 Workplans/Projects/Activities

- 1) Develop an analysis report on the organizational procurement
- 2) Develop a procurement action plan and put it on the OAP website
- 3) Disseminate procurement information on the OAP and other websites

1.3 Organizational information disclosure and access

1.3.1 Main Policy

Promote organizational information disclosure and provide public access on the principles of righteousness, transparency and verifiability under the law

1.3.2 Measures

- 1) Establish an official information center at the office
- 2) Provide public relation on the roles and responsibilities of OAP
- 3) Provide updated information on OAP's activities under its responsibilities through its website or other media

1.3.3 Workplans/Projects/Activities

- 1) Establish an official information center according to article 9 of the Official Information Act, B.E. 2540 (1997)
- 2) Disseminate public information through OAP website or other channels
- 3) Allow the official information center to provide updated information on OAP's activities under its responsibilities through OAP website or other media

1.4 Work and service complaint management

1.4.1 Main Policy

Promote and improve complaint management system to provide prompt access to the public

1.4.2 Measures

- 1) Establish a dedicated unit to receive complaints
- 2) Provide a complaint management procedure

1.4.3 Workplans/Projects/Activities

- 1) Establish a dedicated unit to receive complaints
- 2) Develop a procedure for complaint management
- 3) Disseminate the procedure on the website
- 4) Report the results to the executives quarterly

2. Liability

2.1 Liability on every work/management stage to be fully in compliance with law and order

2.1.1 Main Policy

Give precedence to every work/management stage to follow the rule of law and to be fully in compliance with law and order

2.1.2 Measures

- 1) Provide work procedures and a public handbook
- 2) Provide core work process and its timeline to the customers and stakeholders

2.1.3 Workplans/Projects/Activities

- 1) Develop work procedures, core work process and its timeline to be provided to the customers and stakeholders
- 2) Develop a complete public handbook and publish on the website

2.2 High-level policy on management with honesty and liability

2.2.1 Main Policy

Show an intent on the governance of honesty, transparency and liability

2.2.2 Measures

- 1) Provide an intent on the governance with honesty to the personnel and the public
- 2) Provide policies, measures, workplans, projects and activities to improve organizational morality and transparency according to the 6 aspects of the procedure on the morality and transparency assessment of public sector organization including transparency, liability, zero corruption, morality culture, workplace morality and internal communication

2.2.3 Workplans/Projects/Activities

- 1) Develop the notice to show an intent on the governance of honesty to the personnel and the public and publish on the bulletin board, e-mail, OAP and other websites
- 2) Develop policies, measures, workplans, projects and activities to improve organizational morality and transparency according to the 6 aspects of the procedure on the morality and transparency assessment of public sector organization including transparency, liability, zero corruption, morality culture, workplace morality and internal communication

3. Zero Corruption

3.1 Anti-bribery policy

3.1.1 Main Policy

Use strict measures to promote anti-bribery on the principles of rule of law and honesty

3.1.2 Measures

- 1) Provide a handbook on conflict of interest prevention
- 2) Provide information dissemination for the acknowledgement of disciplinary penalties as a result of misconduct to raise personnel awareness on the bribery

3.1.3 Workplans/Projects/Activities

- 1) Develop a handbook on conflict of interest prevention
- 2) Disseminate information for the acknowledgement of disciplinary penalties as a result of misconduct to raise personnel awareness on the bribery

3.2 Anti-malfeasance in office policy

3.2.1 Main Policy

Give precedence to the prevention of malfeasance in office

3.2.2 Measures

- 1) Search for and prevent malfeasance in office
- 2) Provide information dissemination for the acknowledgement of disciplinary penalties as a result of malfeasance in office

3.2.3 Workplans/Projects/Activities

- 1) Monitor and prevent malfeasance in office
- 2) Disseminate information for the acknowledgement of disciplinary penalties as a result of misconduct to raise personnel awareness on the malfeasance in office

3.3 Structural corruption-free policy

3.2.1 Main Policy

Be aware and give precedence to structural corruption in every form

3.2.2 Measures

- 1) Prevent personal benefit acquired from government contracts
- 2) Provide information dissemination on corruption prevention and suppression

3.2.3 Workplans/Projects/Activities

- 1) Form a group to monitor, detect and prevent corruption
- 2) Disseminate information on corruption prevention and suppression

4. Moral Culture

4.1 Policy on the conflict of interest prevention and the distinction between personal and public benefits

4.1.1 Main Policy

Give precedence to conflict of interest prevention

4.1.2 Measures

- 1) Provide work instruction to prevent conflict of interest
- 2) Provide information dissemination on the conflict of interest

4.1.3 Workplans/Projects/Activities

- 1) Develop work instruction to prevent conflict of interest
- 2) Train personnel on the work instruction to prevent conflict of interest
- 3) Provide trainings or seminars to enhance personnel capabilities on corruption prevention in OAP – particularly on the conflict of interest

4.2 Policy on nurturing a culture of zero tolerance against corruption, leading to an anti-corruption culture

4.2.1 Main Policy

Focus on nurturing a culture of zero tolerance against corruption among personnel, leading to an anti-corruption culture on the principles of rule of law, responsibilities, righteousness and honesty

4.2.2 Measures

- 1) Provide information dissemination on corruption prevention and suppression
- 2) Provide positive measures to promote morals and ethics in the organization

4.2.3 Workplans/Projects/Activities

- 1) Encourage an establishment of a group to promote transparency and zero tolerance against corruption
- 2) Run projects or activities to promote and recognize personnel with morals and ethics in OAP

4.3 Policy on the corruption prevention and suppression in the organization including an action plan on corruption prevention and suppression and internal auditing and balancing

4.3.1 Main Policy

Give precedence to the conformity with the corruption prevention and suppression plan on the principle of rule of law

4.3.2 Measures

- 1) Provide an action plan on corruption prevention and morals and ethics promotion
- 2) Provide reports following the action plan

4.3.3 Workplans/Projects/Activities

- 1) Develop an action plan on corruption prevention and morals and ethics promotion
- 2) Report the results following the action plan to the executives

5. Work Morality

5.1 Policy on the clear standard operating procedure on the core business according to the rules and on prevention and monitoring system to prevent breach of duty

5.1.1 Main Policy

Be strict to the standard operating procedure on the principles of righteousness and equality in compliance with laws, orders and rules

5.1.2 Measures

- 1) Provide the standard operating procedure
- 2) Provide reports following the standard operation procedure

5.1.3 Workplans/Projects/Activities

- 1) Develop the standard operating procedure
- 2) Report the results following the standard operating procedure

5.2 Policy on the morality in human resource management

5.2.1 Main Policy

Give precedence to the morality basis in human resource management

5.2.2 Measures

- 1) Put human resource management in the morality basis
- 2) Perform duty with equality
- 3) Use the principle of job security with honor and dignity by providing career paths, compensation and suitable welfare
- 4) Reduce discretion in human resource management

5.2.3 Workplans/Projects/Activities

- 1) Use morality basis in human resource management in compliance with law and order
- 2) Nurture the organizational culture together on working with neutrality and transparency
- 3) Develop a human resource development plan for job security, career paths and suitable welfare
- 4) Run activities to shape together and change mindsets on the discretion in human resource management

5.3 Policy on the morality in budget management

5.1.1 Main Policy

Give precedence to the systematic budget management on the principles of transparency, rule of law, efficiency/effectiveness, worthiness and auditability

5.1.2 Measures

- 1) Provide a monitoring on the systematic budget matters layer-by-layer
- 2) Provide organizational budget planning

5.1.3 Workplans/Projects/Activities

- 1) Monitor and report on the systematic budget matters layer-by-layer
- 2) Develop an organizational budget plan

5.4 Policy on job assignment on the principles of justice, equality and non-selective approach

5.4.1 Main Policy

Give precedence to job assignment along with the transfer of responsibility and limited decision making on the principles of non-selective approach, justice and equality

5.4.2 Measures

- 1) Provide job assignment documents with the fair transfer of responsibility
- 2) Assign jobs with fairness according to the determined scope

5.4.3 Workplans/Projects/Activities

- 1) Develop job assignment documents with the transfer of responsibility
- 2) Assign jobs with fairness according to the determined scope

5.5 Policy on the workplace ergonomics

5.5.1 Main Policy

Give precedence to the work environment to promote workplace ergonomics

5.5.2 Measures

- 1) Improve work environment for better suitability
- 2) Provide fitness area to be used after work to help reducing stress from work

5.5.3 Workplans/Projects/Activities

- 1) Improve work environment for better suitability
- 2) Setup fitness area to be used after work to help reducing stress from work

6. Internal Communication

6.1 Policy on the workplace ergonomics

6.1.1 Main Policy

Give precedence to forms and lines of communication in relaying all 5 policies to all personnel to raise their awareness on morality and transparency

6.1.2 Measures

- 1) Publish all 5 policies on the OAP website
- 2) Disseminate all 5 policies through e-mail
- 3) Publish all 5 policies on the bulletin board

6.1.3 Workplans/Projects/Activities

- 1) Publish all 5 policies on the OAP website
- 2) Disseminate all 5 policies through e-mail
- 3) Publish all 5 policies on the bulletin board
