

Naresuan University Announcement

Subject: Criteria and Procedures for Conducting Ethical Investigations

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Whereas it is deemed appropriate to establish criteria and procedures for conducting ethical investigations,

By virtue of the authority under Sections 20, 21, and 37 of the 1990 Naresuan University Act, and Articles 5 and 30 of the Naresuan University Regulations on the Code of Ethics and Ethical Conduct for Personnel, 2025, together with the resolution of Naresuan University Executive Committee at Meeting No. 5/2026 on 17 March 2026, the University hereby issues the following criteria and procedures for conducting ethical investigations:

Article 1. This Announcement shall be called: “Naresuan University Announcement on Criteria and Procedures for Conducting Ethical Investigations.”

Article 2. This Announcement shall come into force on the day following its announcement.

Article 3. In this Announcement:

“Ethics Committee” means the University Ethics Committee.

“Appointing Authority” means the President of Naresuan University.

“Personnel” means civil servants, university employees, government employees, and all categories of employees of Naresuan University, including administrators and faculty members.

“Superior” means the President and includes Deans, Directors of Colleges, Institutes, Offices, Director of Office of the President; Directors of Divisions; Heads of Faculty of Secretariats; and persons holding positions equivalent thereto.

“Investigation Committee” means the Ethics Investigation Committee.

Article 4. When Personnel are accused of committing an ethical violation, their Superior shall report the matter to the President for submission to the Ethics Committee for consideration.

If the Ethics Committee, upon consideration, finds sufficient evidence of an ethical violation, the Ethics Committee shall proceed accordingly or propose to the President the appointment of an Investigation Committee or subcommittee to carry out the process in accordance with the criteria and procedures prescribed in this Announcement.

Article 5. When an order appointing an Investigation Committee is issued, the following procedures shall be followed:

(1) The Appointing Authority shall deliver the order appointing the Investigation Committee together with all evidence related to the allegation to the Chairman of the Investigation Committee. The Chairman shall sign and indicate the date of receipt as evidence.

The Investigation Committee shall complete the investigation within sixty (60) days from the date the Chairman acknowledges receipt of the order.

If the Investigation Committee considers that it is unable to complete the investigation within the period specified in the preceding paragraph, the Investigation Committee shall inform the Appointing Authority of the reasons why the investigation cannot be completed and request an extension of the investigation period, not exceeding thirty (30) days at a time. Such request shall be submitted before the expiration of the said period. If the investigation is still not completed within the extended period, the Appointing Authority may consider granting further extensions as deemed necessary and appropriate.

(2) The Investigation Committee shall promptly notify the accused of the order appointing the Investigation Committee. The accused shall sign and indicate the date of acknowledgment as evidence. In this regard, one copy of the appointment order shall be provided to the accused.

If the accused refuses to acknowledge the order, or if the accused cannot be notified, a written notification together with a copy of the order shall be sent by registered mail with return receipt requested to the accused's address as shown in official records. In such case, upon the lapse of fifteen (15) days from the date the copy of the order is sent, the accused shall be deemed to have acknowledged the order appointing the Investigation Committee.

Article 6. The accused shall have the right to object to a person appointed as a member of the Investigation Committee if there are one or more of the following grounds:

- (1) Having knowledge of or having witnessed the events at the time the alleged act was committed.
- (2) Having an interest in the matter under investigation.
- (3) Having enmity toward the accused.
- (4) Being the accuser, or being a fiancé, spouse, ascendant, descendant, or sibling of the same parents, or a sibling of the father or the mother of the accused.
- (5) Being a creditor or debtor of the accused.
- (6) Having previously acted as a legal representative, guardian, agent, or representative of the accused.
- (7) Having any other circumstance that may cause the investigation to lack impartiality or fairness.
- (8) Other grounds as prescribed by Ministerial Regulations.

Article 7. An objection to the Chairman or members of the Investigation Committee under Article 6 shall be submitted in writing by the accused to the Chairman, either in person or by registered mail, within fifteen (15) days from the date of acknowledgment of the order.

The objection shall clearly state the facts constituting the grounds for the objection and explain how such circumstances may result in an investigation that is not truthful or not just.

In considering an objection, the Chairman shall convene a meeting to consider the grounds of the objection, giving the person against whom the objection is raised an opportunity to clarify the facts and respond to questions. The Investigation Committee may examine the facts as appropriate in each case, without being bound by the objection, the explanation of the person against whom the objection is raised, or the evidence of either party.

In the event that the Chairman is the subject of the objection, the meeting shall select one member of the Investigation Committee to act as Chairman for the purpose of considering the objection.

If the Chairman, or a member acting as Chairman under paragraph three, considers that the objection petition is reasonable, an order shall be issued for the person against whom the objection is made to be removed from the Investigation Committee. However, if it is considered that the objection lacks sufficient grounds, an order shall be issued to dismiss the objection. Such order shall be made within fifteen (15) days from the date of receipt of the objection petition. The reasons for such decision shall be stated, the objector shall be informed thereof, and the order shall be kept as part of the investigation file. An order dismissing the objection shall be final.

If the Chairman, or the member acting as Chairman under paragraph three, fails to issue any order within the period specified in paragraph four, the person against whom the objection is made shall be deemed to have ceased to be a member of the Investigation Committee.

The removal of a member from the Investigation Committee shall not affect any investigation already conducted.

Article 8. In conducting an ethical investigation, the Investigation Committee shall have the authority to ascertain facts as appropriate, having regard to fairness, by notifying the accused of the allegations, summarizing the evidence supporting the allegations,

allowing the accused to provide explanations in defense, and giving the accused sufficient opportunity to clarify, refute, and present supporting evidence. In conducting such investigation, protection shall be provided to the accuser and witnesses to prevent any harm arising from the allegations or from the provision of information as witnesses.

Article 9. When the Investigation Committee has completed the inquiry into the facts, it shall convene to deliberate and determine whether the accused has committed an ethical violation, and if so, what type of violation has been committed, under which provision, and what disciplinary action should be imposed. A summary report of the investigation shall then be prepared and submitted to the Appointing Authority for consideration.

Upon receiving the investigation report, the Appointing Authority shall make a preliminary determination as to whether the accused has committed an ethical violation, and if so, determine the applicable provision and the appropriate course of action. Such determination shall not yet be communicated to the accused.

The Appointing Authority shall forward the investigation file to the Ethics Committee for review and decision within thirty (30) days from the date of receipt.

Article 10. The President shall be responsible for the implementation of this Announcement. In the event that any problem arises from the implementation of this Announcement, the President shall have the authority to render a decision, and such decision shall be final.

Announced on 24 March 2026

(Associate Professor Dr. Sarintip Tantanee)
President of Naresuan University