



Announcement of Ratchaprapha Wittayakhom School

Subject: Policy to Build Morality and Transparency in Operation of the Office of Ratchaprapha Wittayakhom School

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In order to comply with the Government Information Act B.E.2540, the Royal Decree On the rules and procedures for good corporate governance BE 2546 and the Strategic Plan (2018-2037), the master plan under the national strategy, issues of anti-corruption and misconduct, including to be consistent with the assessment of integrity and transparency in the operation of government agencies (Integrity and Transparency Assessment: ITA)

I, Mrs. Jiraphan Mukdarat, Director of Ratchaprapha Wittayakhom School, announced the policy to build morality and transparency in the operation of Ratchaprapha Wittayakhom School to perform duties and manage Ratchaprapha Wittayakhom School with honesty, integrity, transparency and in accordance with the principles of good governance to achieve such policy. Therefore, policies and guidelines for personnel of Ratchaprapha Wittayakhom School have been formulated as follows:

1. Performance of Duties

Personnel of Ratchaprapha Wittayakhom School shall perform their duties as government officials virtuously by adhering to the standards for operating with transparency Operate strictly according to the law and provide services to the people or those who request services with the agency without expecting anything in return.

Practice guidelines are as follows:

1.1 All personal must perform their duties in accordance with operational standards in accordance with the procedures for providing pubic services or operating procedures with accuracy, promptness and without causing damage to the government.

1.2 All personal must perform their duties with equality without discrimination. Coordinating well for the benefit of the government as well as having responsibilities focus on the achievement of good government work.

1.3 All personnel must perform their duties based on moral principles work ethics without expecting anything in return or undeserved benefits except for the unethical reception without and hidden benefits.

1.4 Every work group must promote encourage the review of public service procedures or operational procedures to be up-to-date in order to operate efficiently.

2. Budget use

Personnel of Ratchaprapha Wittayakhom School must be aware and aware that the national budget spending is a budget that is derived from the tax money of the people which must be spent appropriately and economically according to the Sufficiency Economy Philosophy together with the designated departments take care and be responsible for the budget for disbursement and procurement must be carried out in a transparent and verifiable manner.

Practice guidelines are as follows:

2.1 All personnel must be aware of government budget expenditure in accordance with the purpose of expenditure in order to be worthwhile and truly beneficial to the government.

2.2 Procurement group must proceed with procurement or procurement properly be transparent and auditable at every step as required by laws, regulations or regulations.

2.3 The financial group must report information on budget expenditures as required by law rules or regulations set and published to the public to show transparency in budget management to the extent that it is not contrary to or inconsistent with the law rules or regulations.

2.4 Supervisors at all levels of command must control supervise or approve budget disbursement such as overtime pay, travel, expenses, etc., to be neat and appropriate.

3. Use of power

Supervisors of all departments at all levels of command have to delegate performance appraisal recruiting personnel to perform their duties fairly non-discriminatory including directing, supervising, and supervising subordinates to perform their duties without contravening the law rules or regulations properly and fairly.

Practice guidelines are as follows:

3.1 The supervisor gives orders or assigns tasks correctly. Fairness in accordance with competence and suitability to the status, position, level, taking into account risks and hazards and equality of persons in accordance with humanitarian principles with care follow up on successful tasks assigned or assigned.

3.2 The supervisor does not command or delegate any work other than the official duties of the subordinate which has a personal nature personal business or inappropriate matters whether for self or others.

3.3 The supervisors must remain neutral, free from bias, have fairness in evaluating the performance of official duties or performance and exercise discretion in various matters, including considering the merits of the subordinates. There must always be fair opinion along with being responsible for leadership.

3.4 All supervisor or personnel must not use the position or powers and duties in the government to seek unlawful benefits or allow any person to use it for illegal exploitation

4. Use of government property

Personnel of Ratchaprapha Wittayakhom School must use government property for the benefit of the government do not use government property for unlawful use rules or regulations or allow any person to use it for their own benefit or others in a wrong and inappropriate way.

Practice guidelines are as follows:

4.1 Supervisors of all work groups must supervise, maintain, and be responsible for government assets under their responsibility to be able to use normally if property is damaged or lost, report it or take action as required by law, rules or regulations.

4.2 Borrowing of government property either borrowed within Ratchaprapha Wittayakhom School or loaned to outsiders must operate in accordance with the laws, regulations or regulations strictly prescribed.

4.3 Procurement group must promote, support, lay down guidelines or manuals for the use of government property.

5. Corruption problem resolution

All work groups must operate in accordance with the National Strategic Plan guidelines (2018-2037) Master Plan under the National Strategic Plan Issues Against Corruption and Misconduct Anti-Corruption Action Plan of Ratchaprapha Wittayakhom School and related measures as well as jointly monitor and solve corruption problem so that the problem of corruption is reduced and finally eliminated.

Practice guidelines are as follows:

5.1 All work groups shall implement activities and project in accordance with the guidelines of the action plan. Prevent and suppress corruption and misconduct of Ratchaprapha Wittayakhom School year 2022 and report on the results of the implementation as prescribed by the Transparency Standards Committee.

5.2 Every work group must promote support the implementation of policies or various measures on the prevention and suppression of corruption and misconduct of Ratchaprapha Wittayakhom School in all forms.

5.3 Supervisors of all work groups and all levels must supervise, monitor and supervise the operations of their subordinates to be correct free from corruption and bribery as well as not neglecting or refraining from taking action when encountering corrupt or misconduct behavior 5.4. The internal audit groups shall conduct an internal audit according to the annual internal audit plan strictly and report directly to the Director of Ratchaprapha Wittayakhom School

6. Operational quality

All personnel of Ratchaprapha Wittayakhom School must perform their duties in accordance with their responsibilities based on operational standards, procedures, and legal deadlines rules or regulations set forth in order to be in order efficiency and effectiveness in performing official duties.

Practice guidelines are as follows:

6.1 Supervisors of all work groups and all levels of command must have good behavior and attitude in working exemplary work practices are conveyed in accordance with the Civil Service Discipline, the Civil Service Code of Conduct and regulations on government ethics for all subordinates.

6.2 All personnel of Ratchaprapha Wittayakhom School must perform their duties willingly in providing services to the service recipients. Politeness in service according to the responsibility as well as providing useful information in the performance of official duties to those who come to contact for services correctly and appropriately.

6.3 All work groups must promote and support the use of various innovations to the public by providing a communication channel with visitors to Ratchaprapha Wittayakhom School, which people can access information that the government has given conveniently, quickly, as well as accurate and up-to-date information.

Practice guidelines are as follows:

7.1 All work groups develop information on the website of Ratchaprapa Wittayakhom School to have information that the public should be aware of or information that must be disseminated provide accurate and up-to-date information.

7.2 Every work group must promote support to establish a channel for listening to opinions and suggestions or channels for receiving complaints as well as having officers to receive complaints in every work group.

8. Operation system improvement

Every work group must make improvement improve the operation system in order to make the procedures of Ratchaprapha Wittayakhom School to be efficient, fast, modern, able to provide convenience to service recipients or those who come in contact with Ratchaprapha Wittayakhom School in order to create satisfaction and encourage people stakeholders or service recipients take part in the mission of Ratchaprapha Wittayakhom School as well as enhance the image of the work group to be transparent to create good attitudes and confidence of service recipients towards Ratchaprapha Wittayakhom School

Practice guidelines are as follow:

8.1 All work groups must carry out development improving or revising operational procedures or procedures for providing services in accordance with the guidelines for the facilitation of Approval Consideration Act of the Government B.E.2558 (2015)

8.2 Groups with missions to provide services must promote support the operation of mission that allow service recipients or external stakeholders to participate in the mission of Ratchaprapha Wittayakhom School whether in the field of hearing opinions planning in the aspect of operation or in the aspect of performance evaluation, etc., to show transparency in the operation of Ratchaprapha Wittayakhom School

8.3 Every work group performs its missions towards service recipients or stakeholders with transparency and accountability as well as bring suggestions and complaints received from service recipients to develop and improve the operating system for better efficiency.

8.4 Every work group must promote support the use of information technology to provide services or operations to be more convenient, faster and more efficient.

9. Information Disclosure

Ratchaprapha Wittayakhom School conducted the data collection that people should know and useful for the operation of Ratchaprapha Wittayakhom School on the website of the Ratchaprapha Wittayakhom School such as basic information press release communication channels with the people (Social Network) information about the action plan information on operating procedures or providing services Annual budget expenditure plan information Fraud Complaint Management information and channels for public participation to show transparency in the administration and operation of Ratchaprapha Wittayakhom School

Practice guidelines are as follows:

9.1 Admission group public relations work must promote and support all work groups to implement guidelines or measures for disclosing information of Ratchaprapha Wittayakhom School to the public in accordance with the Government Information Act B.E.2540 (1997) and the law rules or regulations.

9.2 Every work group must promote support in bringing information of agencies and information that people should know or about the operation of various missions of the agency on the website of Ratchaprapha Wittayakhom School to show transparency in the mission of Ratchaprapha Wittayakhom School.

9.3 Group of Directors Public relations work must promote and support the use of communication channels in the form of social network such as Facebook, twitter, line etc., in communication and publicizing various operations of Ratchaprapha Wittayakhom School in order for people to be informed of current information in the modern style.

9.4 Every work group must operate in accordance with the office's information disclosure guidelines. Ratchaprapha Wittayakhom School to the public to inform the public and to show transparency in the operation of Ratchaprapha Wittayakhom School.

9.5 Personnel Management Group must operate in accordance with human resource management guidelines to be transparent since the selection appointment personal development performance appraisal disciplinary action including building morale to maintain and maintain good and talented people of Ratchaprapha Wittayakhom School in line with the mission of Ratchaprapha Wittayakhom School as well as accordance with the agency's mission and direction country reform.

10. Corruption Pretension

Personnel of Ratchaprapha Wittayakhom School must carry out their missions in accordance with the intent of the administration with honesty, transparency, and good governance. All operations must be corruption-free and verifiable as well as enhancing the organizational culture of Ratchaprapha Wittayakhom School to be an organization free from corruption and misconduct stable in honesty transparency according to good governance wealth in virtue ethics of civil servants and is sustainable in serving Thai society in education.

Practice guidelines are as follows:

10.1 All supervisors at all levels and personnel of Ratchaprapha Wittayakhom School must operate in accordance with the guidelines of the intent of the intent to manage the work with honesty transparency and good governance.

10.2 Supervisors at all levels must not behave in a corrupt manner or misconduct or having a relationship that supports mutual benefits between stakeholders who enter into a contract or undertake any contract from the office of Ratchaprapha Wittayakhom School.

10.3 All work groups it must support the implementation of a fraud risk assessment and formulation of guidelines or measure to prevent or manage fraud risk for each work group to take action to prevent fraud.

10.4 Every work group must promote support and focus on enhancing the image of Ratchaprapha Wittayakhom School to be an organization free from corruption and misconduct by cooperating in activities and projects both internally and externally related to the prevention and suppression of corruption and together to create a culture that is not tolerant of all forms of corruption.

In this regard, personnel under Ratchaprapha Wittayakhom School comprising executives, government officials, government officials, permanent employees and all temporary must acknowledge and comply with the intention to manage the business with honesty, transparency and strict good government as well as publicize in all communication channels of Ratchaprapha Wittayakhom School for the public to acknowledge and non-compliance with such increases or order to be developed or report to the Director of Ratchaprapha Wittayakhom School for further disciplinary action.

Therefore, announced for the general information

Announced on the 8th day of June B.E.2022

A handwritten signature in blue ink, appearing to be 'Jiraphan Mukdarat', written in a cursive style.

(Mrs. Jiraphan Mukdarat)

Director of Ratchaprapha Wittayakhom School