

UHH – Der Kanzler – Mittelweg 177 – 20148 Hamburg

To all employees
of Universität Hamburg

Dr. Martin Hecht

Kanzler

Mittelweg 177
5. OG, Raum N5007
20148 Hamburg

Tel. +49 40 42838-4404
Kanzler@uni-hamburg.de
www.uni-hamburg.de

30 September 2022
UHH/K/ZK/966.0001-1

Universität Hamburg Guidelines on the Acceptance of Benefits, Rewards, and Gifts

Dear Colleagues,

As per previous years, I am obliged to refer all University staff to the regulations and prohibitions on the acceptance of undue benefits, rewards, and gifts in place at Universität Hamburg. On 29 October 2019, the Senate of the Free and Hanseatic City of Hamburg ratified the revised public notice on the prohibition of the acceptance of rewards, and gifts and permissible exceptions (*Neufassung der Bekanntmachung über das Verbot und die ausnahmsweise zulässige Annahme von Belohnungen und Geschenken*). This administrative guideline came into effect on 1 November 2019.

I would like to draw your attention to some changes to the way we deal with corruption as outlined in the revised public notice. These are as detailed for all current and former employees of Universität Hamburg in the attached Universität Hamburg Guidelines on the Acceptance of Benefits, Rewards, and Gifts dated 30 September 2022. This letter also serves as a reminder that you are obliged to familiarize yourself with these regulations and to follow them accordingly. Staff in leadership roles must also establish and secure, appropriate leadership and supervision measures to ensure these provisions are fully implemented.

You will also find the 10 rules of conduct for Universität Hamburg attached to this letter and an information sheet on conflicts of interest to help you navigate the risks of corrupt practices.

If you have any questions, contact the Anti-Corruption Unit. Find more information and tips on implementation on its web pages in the Staff Service Portal and in the attached information sheet.

I thank you for your attention in this matter.
Yours sincerely,



Dr. Martin Hecht