

**DECREE OF RECTOR
UNIVERSITY OF LAMPUNG
No. 359/UN26/DT/2012**

**Regarding
CITIZEN'S ASSOCIATION PROCEDURES AND SANCTIONS
AND AWARDS AT UNIVERSITY OF LAMPUNG
RECTOR OF UNIVERSITY OF LAMPUNG**

- Considering :
- a. Whereas the University of Lampung must carry out its main duties and functions as well as possible in good social relations in order to create a conducive academic atmosphere for the optimal implementation of the three pillars of higher education;
 - b. That it is necessary to formulate a Citizen Association Regulation and sanctions and also awards at the University of Lampung which are binding on all from the leadership, lecturers, students, and administrative staff elements;
 - c. That determining the Procedure for Citizen Association and Sanctions and Awards at the University of Lampung by Decree of the Chancellor is necessary.

- In view of :
1. Constitution :
 - a. Number 8 of 1974 in conjunction with Law Number 43 of 1999 concerning the Basics of Employment;
 - b. Number 2 of 1989 in conjunction with Law Number "20 of 2003 concerning the National Education System;
 - c. Number 14 of 2005 concerning Teachers and Lecturers.
 2. Government Regulations :
 - a. Number 60 of 1999 concerning Higher Education
 - b. Number 17 of 2010, in conjunction with Government Regulation Number 66 of 2010 concerning Management and Implementation of Education;
 - c. Number 19 of 2005 concerning National Education Standards;
 3. Decree of President of the Republic of Indonesia Number: 73 of 1996 concerning the Establishment of the University of Lampung;
 4. Decree of Education and Culture RI
 - a. Number : 446/U/1984 Regarding Judicial Recognition of Graduates of Exams at Universities/Institut/State within Department Ministry of Education and Culture;
 - b. Number : 0167/0/1995 in conjunction with Minister of Education and Culture Regulation No. 63 of 2008 in conjunction with the Minister of Education and Culture Regulation No. 12 of 2011 concerning the Organization and Work Procedure of the University of Lampung;

PENGESAHAN

SALINAN/FOTOCOPY SESUAI DENGAN ASLINYA

REKTOR UNIVERSITAS LAMPUNG
DAN KEUANGAN
UNIVERSITAS LAMPUNG

IDA ROPADA, I.S. S.E., M.M.

NIP. 196511041985032002

- c. Number 178/U/2001 concerning Higher Education degrees and graduates;
- d. Number : 232 / U / 2002 concerning Guidelines for the Preparation of Higher Education Curriculum and Assessment of Student Learning Outcomes;
- e. Number : 045 / U/2002 concerning Higher Education Core Curriculum;
- f. Number 0432/0/1992 in conjunction with the Minister of Education and Culture Regulation Number: 182/0/2002 in conjunction with Decree of Ministry of Education and Culture RI Number 82 of 2009 concerning the Status of the University of Lampung;
- g. Number 67 of 2008 concerning Appointment of Lecturers and Dismissal of Lecturers as Leaders of Higher Education and Faculty Leaders;
- h. Number: 256/MPN.A4/KP/2011 concerning the Appointment of the Chancellor of the University of Lampung;
- 5. Decree of Ministry of Education and Culture of RI:
 - a. Number 048/DJ/Kep/1983 concerning Lecturer's Duty Load;
 - b. Number 163 /Dikti/Kep/2007 concerning Arrangement and Codification of Study Programs in Higher Education;
- 6. Decree of Rector:
 - a. Number 358/UN26/DT/2012 concerning Academic Regulations of the University of Lampung;
 - b. Number 359/UN26/DT/2012 concerning Citizen Association and Sanctions and Awards at the University of Lampung.:
 - c. Number : 256 /UN26/DT/2012 concerning Academic Calendar.

Regarding : Approval of the Senate of the University of Lampung on 24 May 2010

Has decided

Stipulating : The Decree of Rector of University of Lampung on citizen's association procedures and sanctions and awards at the University of Lampung as follows:



CHAPTER 1 GENERAL REGULATION

Article 1

In this regulation, what is meant by

1. University of Lampung, herein after abbreviated as Unila, is an institution under the Ministry of National Education of the Republic of Indonesia which organizes higher education in Lampung Province and is located in Bandar Lampung.
2. Unila residents consist of lecturers, educational support staff, and Unila students.
3. Lecturers are professional educators and scientists at Unila who are appointed according to their expertise with the main tasks of planning, implementing, and assessing learning outcomes as well as conducting research and community service by transforming, developing, disseminating science, technology, arts, and sports.
4. Students are students who are registered and study at Unila after passing the entrance selection.
5. The University of Lampung's Community Association Code is a guideline regarding etiquette and ethics that must be implemented and binds all Unila residents.
6. Etiquette/courtesy/manners are the procedures for human relations whose rules are only carried out in front of other people and according to the agreement between humans in a community; can be local or international; Etiquette concerning formal/state ceremonies is called protocol.
7. Ethics is a system of values/norms and moral/moral/moral principles or fundamental rules that are regularly integrated with moral laws that are universal, very important, rational and objective, and involve the interests of others to achieve cultured society and live happily.
8. Norms are rules, patterns, or models that conform to a type or standard that is considered normal in a society, both concerning etiquette and ethics.
9. Codes of ethics are moral principles that regulate standards of behavior for members of the profession, namely a collection of people in one area of expertise that are systematically and comprehensively arranged.

CHAPTER II ETHICS AT UNIVERSITY OF LAMPUNG

General Ethics of Unila Residents Article 2

- (1) Every Unila citizen is obliged to heed the rules regarding ethics for Unila residents.
- (2) The rules on ethics for Unila residents also apply to Unila residents who are leaders.



(3) Unila residents' general ethics are as follows:

1. Having high moral standard, have faith, and fear God Almighty.
2. Having a conception and loyal to Pancasila and the 1945 Constitution.
3. Upholding honor, maintaining national unity and territorial integrity, and defending the nation and state.
4. Upholding the national culture and the peaks of regional culture as well as the moral values of the nation.
5. Carrying out obligations as citizens.
6. Holding up the authority, honor, and good name of Unila.
7. Prioritizing the interests of Unila and society in general above personal and group interests.
8. Respecting the rights of every citizen of Unila.
9. Maintaining the unity and integrity of the Unila residents.
10. Appreciating differences of opinion among fellow Unila citizens in the discourse of democracy.
11. Prioritizing deliberation/consensus and dialogue approaches in overcoming problems, so as to avoid friction/frontal conflicts between Unila residents.
12. Avoiding disgraceful acts such as corruption, collusion and nepotism: slander: provocation; sexual/immoral harassment.
13. Avoiding actions that have nuances of ethnicity, race, and religion so that there are no divisions among Unila residents.

Special Ethics of Unila Residents

Article 3

(1) Every Unila residents must comply with the Unila Residents' Ethics.

(2) The ethics of lecturers in carrying out the duties of the Three Pillars of Higher Education in particular will be regulated in a separate Rector's Regulation.

(3) The norms that are used by Unila students are as follows:

1. Following the learning process according to Unila regulations by upholding academic norms and ethics.
2. Carrying out worship according to their religion and respect the worship of other students.
3. Respecting lecturers and education staff and not demeaning or humiliating fellow Unila citizens a. 1. by saying obscene words.
4. Maintaining harmony and peace to create social harmony.
5. Loving family, community, nation, and country, and loving fellow students.
6. Preserving the environment.
7. Maintain and maintain facilities and infrastructure, cleanliness, security, order, and beauty of the Unila campus by a.l. park the vehicle in the parking lot, use a non-noisy exhaust, drive a vehicle at low speed, do not doodling, do not damage plants, and litter.



8. Paying the costs of managing and administering education, except for those who are exempt from obligations.
9. Maintaining the authority and good name of Unila.
10. Complying with all applicable regulations at Unila.
11. Appreciating and advancing science, technology, and the arts.
12. Upholding the national culture.
13. Studying diligently, be disciplined, work hard, and be enthusiastic.
14. Appreciating time, among others, by being punctual.
15. Always trying to straighten out and advise Unila residents who commit disgraceful acts.
16. Do not interfere with and hinder officials, lecturers, administrative staff, and other students in carrying out their duties and organizing academic activities.
17. Do not use coercion (without permission, with threats, or acts of violence, etc.) to use educational facilities and public facilities.
18. Do not give anything to lecturers and administrative staff in exchange for academic benefits.
19. Do not damage and steal educational facilities and public facilities.
20. Do not threaten, abusing, and taking the lives of Unila residents and other communities.
21. Do not incite and provoke Unila residents and other communities to go against the law;
22. Do not carry, use, distribute, and sell drugs and alcohol on campus.
23. Do not committe various forms of decency.
24. Do not engage in gaming activities in any form which is categorized as gambling.
25. Do not carry and use sharp weapons, chemical weapons, and firearms.
26. Do not spread ideas and teachings that are prohibited and contrary to applicable laws and regulations.

(4) The norms that are used by Unila lecturers are as follows:

1. Having academic qualifications, competencies, educator certificates, physically and mentally healthy, and meet other qualifications required by Unila, and have the ability to realize national education goals.
2. Creating an educational atmosphere that is meaningful, fun, creative, dynamic, and dialogical.
3. Having a professional commitment to improve the quality of education.
4. Giving an example and maintain the good name of the institution, profession, and position in accordance with the trust given to him.
5. Carrying out the Tridharma of Higher Education in a balanced manner in accordance with the provisions of the lecturer's task load.
6. Appreciating, promoting, and practicing science, technology, and art;
7. Devoting attention, thought, and energy to advance Unila.
8. Complying with all applicable rules/conditions at Unila.
9. Participating in maintaining facilities and infrastructure as well as cleanliness, order, a.l. by parking the vehicle in the parking lot, the security and beauty of the Unila.



10. Maintaining the authority and good name of Unila a.l, not on behalf of Unila for personal gain.
11. Upholding the national culture.
12. Thinking, behaving, and maintaining personal integrity as a scientist a.l. always speak based on valid arguments.
13. Upholding scientific truth and intellectual honesty a.l, not committing academic fraud.
14. Continuously improving academic abilities and teaching skills, working hard, being disciplined, and being passionate.
15. Carrying out tasks in accordance with the institutional workload of lecturers.
16. Appreciating time by being punctual.
17. Complying with the provisions of serving/serving at Unila for $2n+1$ (n = number of years of study) years times the study period assigned by Unila,
18. Always trying to straighten out and advise Unila residents who commit disgraceful acts.
19. Being fair to students and other Unila residents.
20. Serving excellently.
21. Do not violate the authority of other fields of science and/or the expertise of fellow lecturers.
22. Do not hinder the implementation of academic activities.
23. Do not receive a gift that is clearly known and should be suspected, directly or indirectly, which is contrary to the profession as a lecturer.
24. Do not committe various forms of decency.
25. Do not abuse the profession as a lecturer and scientist for any reason.
26. Do not damage and steal educational facilities and public facilities.
27. Do not threaten, persecute, and take the lives of Unila residents and other communities.
28. Do not incite and provoke Unila residents and other communities to go against the law.
29. Do not carry, use, distribute, and sell illegal drugs and liquor.
30. Do not carry out game activities in any form which is categorized as gambling.
31. Do not carry and use sharp weapons, chemical weapons, and firearms.
32. Do not spread ideas and teachings that are prohibited and contrary to applicable laws and regulations.

(5) The norms used by the administrative staff of Unila are as follows:

1. Being disciplined, hard working and passionate
2. Improving knowledge and skills in carrying out tasks sustainably.
3. Maintaining academic facilities and infrastructure.
4. Carrying out tasks according to their respective job descriptions.
5. Appreciating time by being punctual.
6. Comply with the rules and regulations that apply at Unila a.l. park the vehicle in the parking lot.
7. Being fair to Unila residents in providing services.
8. Always trying to straighten out and advise Unila residents who commit disgraceful acts.
9. Maintaining cleanliness, among others, by disposing of garbage in the space provided and maintaining the cleanliness of the toilet.
10. Maintaining the beauty of the campus, among others, by not doodling and disturbing the plants.



11. Providing excellent service.
12. Do not help anyone to commit academic cheating.
13. Do not receive a gift that is known and reasonably suspected to be directly or indirectly related to his duties as an administrative employee of Unila.
14. Do not hinder the implementation of academic activities.
15. Do not damage and steal educational and public facilities.
16. Do not insult, threaten, abuse, and take the lives of Unila residents and other communities.
17. Do not incite and provoke Unila residents and other communities to go against the law.
18. Do not committe various forms of decency.
19. Do not carry, use, distribute and sell illegal drugs and liquor on campus.
20. Do not carry out game activities in any form which is categorized as gambling.
21. Do not carry, wear, possess, store, and make sharp weapons, chemical weapons, and firearms except those who have permission.
22. Do not spread ideas and teachings that are prohibited and contrary to applicable laws and regulations.

CHAPTER III

Section Etiquette, Citizens of Unila

General Norms

Article 4

- (1) Everyone within Unila is obliged to observe good manners.
- (2) In carrying out courtesy, priorities are made based on the following 3 (three) things:
 1. Those with higher social status.
 2. The older one.
 3. Ladies.

Special Norms

Article 5

- (1) The norms that are used by Unila students are as follows:
 1. Dress politely, which is acceptable to the community, especially the Unila community a.l. neat, clean, wearing shoes, not highlighting what the Unila community considers a luxury, pleasing to the eye, appropriate to the time and occasion, and not wearing a T-shirt.
 2. In attending official ceremonies at Unila, dress according to the protocol rules, which are generally national attire, namely wearing full civilian clothes:
 - a. Woman; clothed in kebaya.
 - b. Man; full suit.
 3. Neat haircut.
 4. Be polite to anyone by referring to Article 4 Paragraph (2).
 5. Speak politely using Indonesian, regional languages, and standard foreign languages.
 6. Greet fellow students, lecturers, department/section leaders, faculties, and Unila based on Article 4 Paragraph (2).



7. Get into the habit of making agreements with lecturers or Unila leaders before visiting either the workplace or at home.
8. Knock on the door if you want to enter the lecture room, leader, and all other people's workspaces.
9. Ask for permission to enter the lecture hall from the lecturer if you arrive late and/or when you leave the lecture hall before the lecture is finished without disturbing the lecture.
10. Demonstrate politely, in an orderly manner, and with permission or through standard procedures.
11. Do not make noise, both inside and outside the lecture hall,
12. Do not prevent other people from entering the room, building, or campus complex by grouping in front of the door or street.
13. Do not smoke in places where no one is allowed to smoke, including in the classroom,
14. Do not use cell phones in class.

(2) The norms that are used by Unila lecturers are as follows:

1. Dress politely, which is acceptable to the community, especially the Unila community, including clean, neat, pleasing to the eye, appropriate to the time and occasion, shoes, not highlighting luxury, not wearing T-shirts, not wearing shorts, and not wearing jeans.
2. In attending official ceremonies at Unila, dress according to the protocol rules, which are generally national attire, namely wearing full civilian clothes:
 - a. Woman : clothed in kebaya.
 - b. Man : full suit.
3. Neat haircut.
4. Be polite to anyone by referring to Article 4 Paragraph (2).
5. Speak politely (both in giving lectures, consulting/guidance, as well as in daily interactions) and always using Indonesian, regional languages, and standard foreign languages.
6. Greet fellow lecturers, seniors and juniors, students, and leaders of departments/sections, faculties, and/or universities based on Article 4 Paragraph (2).
7. Get in the habit of making arrangements in advance to meet with leaders, fellow lecturers, and students.
8. Knock on the door if you are about to enter someone else's house, boss, or anyone's workspace.
9. Conduct protests or demonstrations in a polite and orderly manner and follow applicable procedures.
10. Do not smoke in places where no one is allowed to smoke, including in the classroom.
11. Do not use cell phones when giving lectures, scientific meetings, and in meetings/meetings.

(3) The norms that serve as guidance for Unila's educational support staff are as follows:

1. Dress politely, which is acceptable to the community, especially the Unila community, including clean, neat, shoes, pleasing to the eye according to the time and occasion, does not highlight luxury, does not wear T-shirts, and does not wear shorts.
2. In attending official ceremonies at Unila, dress according to protocol rules, which are generally national attire, namely wearing full civilian clothes:
 - a. Woman; dress in Kebaya.
 - b. Man; full suit.
3. Neat haircut.
4. Be polite, especially in providing services to students, lecturers, and other communities by referring to Article 4 Paragraph (2).

PENGESAHAN

SALINAN/FOTOCOPY SESUAI DENGAN ASLINYA
BANDAR LAMPUNG
KEPALA BIRO UMUM DAN KEUANGAN
UNIVERSITAS LAMPUNG

IDA ROPAIKA, I.S. S.E., M.M.
NIP. 196511041985032002

5. Speak politely, especially in providing services, and use Standard Indonesian
6. Greet fellow employees, lecturers, leaders, and students Article 4 Paragraph (2).
7. Get in the habit of making an appointment to meet with lecturers or leaders.
8. Knock on the door if you want to enter someone else's room.
9. Carry out protests or demonstrations in a polite and orderly manner and follow applicable procedures.
10. No smoking in a place where no one is allowed to smoke.
11. Do not use cell phones in meetings/meetings.

CHAPTER III
UNIVERSITY OF LAMPUNG CITIZEN'S RIGHTS
Student Rights
Article 6



- (1) Get the best education and teaching and academic services according to interests, abilities, and talents.
- (2) Utilize academic facilities and public facilities at Unila to facilitate the learning process.
- (3) Get guidance from the lecturer who is responsible for the study program he is participating in in the context of completing the study.
- (4) Obtain information services about the study program he is participating in and his learning outcomes.
- (5) Complete studies earlier than the length of study stipulated in accordance with applicable requirements.
- (6) Use academic freedom responsibly.
- (7) Transfer of study programs within the Unila environment by fulfilling the specified requirements and if the capacity of the study program concerned is still possible.
- (8) Move study program outside Unila.
- (9) Obtain welfare services in accordance with the provisions of the applicable laws and regulations.
- (10) Participate in activities and become a leader of Unila student organizations that are recognized by Unila.
- (11) Utilize student representatives/organizations recognized by Unila to channel student aspirations, both academic and non-academic.
- (12) Get special services for people with disabilities in accordance with Unila's abilities.
- (13) Defend yourself if you are accused of violating Unila's Academic and Association Rules before being sanctioned and appeal if the sanction has been imposed.

Lecturer Rights
Article 7

- (1) Obtain institutional assignments in accordance with the workload of lecturers within Unila and outside Unila based on the provisions of the applicable laws and regulations.
- (2) Utilize academic facilities and public facilities at Unila to support the implementation of lecturer duties in the form of the Tridharma of Higher Education activities.
- (3) Obtain permission and/or study assignments to higher education levels, training/brief regulations, and attending seminars to improve the skills and professionalism of lecturers.
- (4) Get access to the information that supports the professionalism of lecturers.

- (5) Use academic freedom, academic pulpit, and scientific autonomy responsibly.
- (6) Increase the level of functional positions in accordance with the provisions of the applicable laws and regulations.
- (7) Hold structural positions or additional duties, both within Unila and outside Unila, in accordance with the provisions of the prevailing laws and regulations.
- (8) Get salaries and other benefits as civil servants (PNS) with the provisions of the applicable laws and regulations.
- (9) Obtain promotions in the form of promotions and/or promotions.
- (10) Obtain a pension or early retirement in accordance with the provisions of the applicable laws and regulations.
- (11) Acquire legal protection, professional protection and occupational safety and health protection.
- (12) Get legal protection for using data and sources that are categorized as prohibited in accordance with the provisions of laws and regulations.
- (13) Get protection of intellectual property rights.
- (14) Obtain opportunities to improve competence, access to learning resources, access to information sources, access to learning facilities and infrastructure, as well as opportunities to conduct research and community service from the Government, regional governments, higher education providers, professional organizations, and/or the community in accordance with their respective powers.
- (15) Have academic freedom, freedom of academic pulpit, and scientific autonomy.
- (16) Have the freedom to give assessments to students and determine student graduation.
- (17) Have the freedom to associate in professional organizations or scientific professional organizations in accordance with the field of expertise without interfering with the implementation of the tridharma of higher education which is the responsibility of professionals.
- (18) Obtain leave for important reasons and leave due to illness in accordance with the provisions of the applicable laws and regulations.
- (19) Obtain a maximum of 6 months leave for non-degree education, research, writing textbooks, work practices in the business world or industry that are relevant to their duties, training relevant to their duties, community service, internships in educational units, or activities similar and continue to receive the basic salary, allowances attached to the salary, as well as other income in the form of professional allowances, special allowances, honorary allowances, as well as additional benefits related to the full duties of lecturers.
- (20) Move place of work in other educational units outside Unila in accordance with the provisions of the applicable laws and regulations.
- (21) Do self-defense if you are accused of violating the Academic Rules and the Unila Lecturer Code of Ethics before the sanctions are imposed and appeal if the sanctions have been imposed.
- (22) Obtain awards in accordance with duties and achievements as well as the provisions and provisions of applicable laws, including those who died in carrying out their duties in special areas.

Education Support Personnel Rights

Article 8

- (1) Obtain an institutional assignment at Unila in accordance with the rights of educational support staff.
- (2) Utilize the facilities at Unila to support the implementation of administrative staff duties.
- (3) Obtain career development opportunities through study assignments to higher education levels, grading courses, and training/upgrading.
- (4) Gain the access to information to support the smooth implementation of the duties of administrative employees.

PENGESAHAN
 SALINAN/FOTOCOPY SESUAI DENGAN ASLINYA
 BANDAR LAMPUNG
 KEPALA BIRO UMUM DAN KEUANGAN
 UNIVERSITAS LAMPUNG

IDA ROPAIDA, I.S. S.E., M.M.
 NIP. 196511041985032002

- (5) Increase the ranks/classes of civil servants in accordance with the provisions of the applicable laws and regulations.
- (6) Holding a structural position at Unila in accordance with the provisions of the applicable laws and regulations.
- (7) Get salary and other benefits.
- (8) Obtaining a pension or early retirement in accordance with the provisions of the applicable laws and regulations.
- (9) Obtain annual leave, leave for important reasons, and leave due to illness in accordance with the provisions of the applicable laws and regulations.
- (10) Change the place of work within Unila or outside Unila in accordance with the provisions of the applicable laws and regulations.
- (11) Obtaining an award in accordance with the applicable laws and regulations.
- (12) Defend yourself if you are accused of violating the applicable regulations before the sanctions are imposed and appeal if the sanctions have been imposed.

CHAPTER IV SANCTIONS AND AWARDS

Sanctions Article 9

- (1) Any violation of the University of Lampung's Citizens Association can be subject to sanctions.
- (2) Sanctions can be imposed on individuals (students, lecturers, and administrative staff) and institutions/organizations (in charge).
- (3) Sanctions imposed on students and student institutions based on light to severe order are as follows:
 - a. verbal warning;
 - b. writing warning;
 - c. temporary suspension of organizational activities;
 - d. revocation of activity permit;
 - e. revocation of administrative facilities and services;
 - f. compensation;
 - g. disbandment of student organizations;
 - h. conditional punishment;
 - i. declared not to have passed or the cancellation of the value of certain courses;
 - j. declared to have failed or canceled the value of one semester of courses;
 - k. temporary suspension of student status;
 - l. permanent revocation as a student;
 - m. cancellation of diploma.
- (4) Sanctions consist of administrative sanctions and academic sanctions.
- (5) Sanctions given to lecturers are in accordance with applicable laws and regulations.
- (6) Sanctions given to administrative employees are in accordance with applicable laws and regulations.
- (7) The procedure for imposing sanctions is regulated in the Technical Guidelines determined by the Chancellor's decision after obtaining approval from the Unila Senate.

PENGESAHAN

SALINAN/FOTOCOPY SESUAI DENGAN ASLINYA
BANDAR LAMPUNG
KEPALA BIRO UMUM DAN KEUANGAN
UNIVERSITAS LAMPUNG

IDA ROPAIDA, I.S. S.E., M.M.
NIP. 196511041985032002

Awards
Article 10

- (1) Every Unila citizen who excels can be given an award.
- (2) Promotions and awards for educators and education staff are carried out based on educational background, experience, abilities, and work performance in the field of education.
- (3) Awards consist of awards in the form of material and non-material awards.
- (4) Awards that can be given to students include:
 - a. exemption of part or all of tuition fee;
 - b. scholarships and thesis multiplication assistance;
 - c. gifts (money, books, etc.);
 - d. best student award certificate;
 - e. outstanding student award certificate;
 - f. best graduate award certificate.
- (5) Awards that can be given to lecturers are as follows:
 - a. service award;
 - b. study assignment scholarship;
 - c. living expenses, book fees, and thesis/dissertation fees;
 - d. research costs and community service;
 - e. gifts (money, books, etc.)
 - f. exemplary lecturer award certificate;
 - g. best researcher charter;
 - h. Retirement awards for lecturers before retirement in the form of allowances of 5 (five) times the basic salary.
- (6) The awards given to educational support staff are as follows:
 - a. tiering course fee;
 - b. further study fees;
 - c. gifts (money, other materials, etc.);
 - d. best employee charter.
- (7) The procedure for awarding the award is regulated in the Technical Guidelines determined by the Chancellor's decision after obtaining approval from the Unila Senate.

CHAPTER V
DISCIPLINE COMMISSION AND APPARATUS DEVELOPMENT
Article 11

- (1) The Disciplinary Commission, the Senate Ethics Commission, and the Apparatus Development Unit (BINAP) are non-structural bodies established by the Chancellor whose function is to enforce the applicable regulations at Unila and act as an assessor of cases of violations committed by Unila residents.
- (2) The Disciplinary Commission consists of the Faculty Disciplinary Commission and the University Disciplinary Commission which are determined by the Rector's decision.
- (3) The Unila Senate Ethics Committee is appointed by the Chancellor.
- (4) BINAP units at the faculty level and university level are determined by the Chancellor.

PENGESAHAN
SALINAN/FOTOCOPY SESUAI DENGAN ASLINYA
BANDAR LAMPUNG
KEPALA BIRO UMUM DAN KEUANGAN
UNIVERSITAS LAMPUNG



IDA ROPAIDA, I.S. S.E., M.M.
NIP. 196511041985032002

CHAPTER VI CLOSING

Article 12

- (1) At the time this regulation comes into effect, the Rector's Decree No. 156/H26/PP/2008 regarding the Code of Ethics of the University of Lampung is revoked and declared invalid.
- (2) Matters that have not been regulated in this regulation will be further regulated by the Rector's Regulation.

Article 13

This regulation is effective from the date of stipulation provided that if in the future an error is found in this regulation, the error will be corrected.

