



كلية أبوظبي للإدارة
ABU DHABI SCHOOL OF MANAGEMENT

Abu Dhabi School of Management

Ethics Committee - Annual Report

Reporting period September 2025 to August 2026

Date:	07 September 2026
Prepared by:	Ethics Committee

The Abu Dhabi School of Management attempts to ensure the information contained in this publication is correct at the time of publication of **September/2026**. However, sections may be amended without notice by the school in response to changing circumstances or for any other reason. Visit the ADSM website or contact the school for any updated information.

Overview

During the reporting period, the ADSM Ethics Committee maintained a monthly meeting cycle focused on institutional ethics, governance processes, organizational conduct, fairness, confidentiality, conflicts of interest, accessible complaint channels, referrals, corrective actions and ethical culture. The Committee's work was preventive and improvement-oriented, with emphasis on clear processes, appropriate escalation and responsible recordkeeping.

This report provides an aggregate public summary. It does not disclose personal information, confidential case details or unsupported allegations. Research ethics matters and issues governed by separate appeal, grievance, disciplinary, safeguarding or legal processes remain outside the Committee's direct remit and are referred to the appropriate authority.

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Monthly meetings	Documented themes	Mandate areas	Units in proposed membership

Committee Purpose and Mandate

The Committee provides an institutional forum to consider non-research ethical matters and advise on proportionate institutional responses. Its mandate covers:

- Institutional ethics oversight and advice on matters relevant to ADSM governance and organizational conduct.
- Review or coordination of ethical claims and complaints concerning institutional processes, fairness, integrity, accountability, conflicts of interest or misuse of authority or resources.
- Maintenance of clear and accessible information on how stakeholders can raise concerns.
- Fair, confidential, impartial and timely handling, including conflict-of-interest disclosure, recusal, record protection and protection from retaliation.

- Assessment and referral of matters to the appropriate institutional or external authority without duplicating established processes.
- Recommendations and follow-up relating to corrective, preventive, policy, training, communication or control measures.
- Review of recurring themes, systemic risks, control weaknesses and opportunities to strengthen ethical culture and governance.
- Maintenance of appropriate meeting, decision, referral, action and supporting records.
- Preparation of an anonymized annual public report on the Committee's activity and priorities.

Governance and Membership

The Committee operated during the reporting period with representation from Human Resources, Academic Affairs and Student Affairs and Business Development and Institutional Effectiveness.

Unit	Role
Human Resources	Chair
Academic Affairs	Member
Student Affairs and Business Development	Member
Institutional Effectiveness	Member/Secretary

In August 2026, the members endorsed a proposal to broaden the Committee's representation by adding the President, Provost, Institutional Effectiveness and Research, while retaining Human Resources, Academic Affairs and Student Affairs and Business Development. The proposed seven-member structure was referred through the Committee Change Request process for presidential approval. The Committee agreed that its mandate would remain unchanged.

Meeting Activity

The Committee met monthly during the reporting period. The principal themes recorded for each meeting are summarized below.

Month	Primary focus	Summary
September 2025	Committee welcome and mandate	Initial orientation, membership roles, the non-research ethics remit, confidentiality expectations and the annual meeting cycle.
October 2025	Claims complaints and routing	Review of channels for raising ethical concerns, initial screening, acknowledgement and referral to the appropriate institutional office.
November 2025	Confidentiality and impartiality	Need-to-know information handling, impartial review, secure records and anonymization in aggregate reporting.
December 2025	Conflicts of interest	Disclosure of actual, potential or perceived conflicts, recusal arrangements and continuity of impartial review.
January 2026	Fairness timeliness and non-retaliation	Consistent procedures, reasonable review timelines, clear communication and protection for individuals raising concerns in good faith.
February 2026	Assessment and referral	Mandate assessment, referral to competent authorities and avoidance of duplicate appeal, grievance or disciplinary processes.
March 2026	Corrective and preventive actions	Proportionate recommendations, action ownership, completion evidence and escalation of overdue actions.
April 2026	Trends risks and controls	Use of anonymized aggregate information to identify recurring themes, systemic risks and opportunities for process improvement.
May 2026	Accessible reporting channels	Review of public information on submitting claims and complaints, including clarity, accessibility and stakeholder communication.

Month	Primary focus	Summary
June 2026	Ethical culture and awareness	Professional conduct, respectful communication, integrity, accountability and routine awareness activities.
July 2026	Records evidence and reporting	Completeness of agendas, attendance records, minutes, issue registers, referrals, action logs and annual reporting information.
August 2026	Annual review and membership development	Review of the annual cycle and endorsement of a proposal to broaden cross-unit representation while retaining the existing mandate.

Principal Areas of Work

Clear routing and referral. The Committee reviewed how ethical claims and complaints should be received, acknowledged, assessed and referred to the appropriate authority. This included avoiding duplication with existing academic appeals, student grievances, Human Resources, disciplinary, safeguarding, compliance, legal and research ethics processes.

Confidentiality fairness and impartiality. Discussions reinforced need-to-know access, appropriate record protection, impartial consideration, timely communication, conflict-of-interest disclosure and recusal, and protection from retaliation for individuals raising concerns in good faith.

Corrective and preventive action. The Committee considered how recommendations should be proportionate, assigned to responsible owners, supported by completion evidence and monitored until closure or escalation.

Trends risks and ethical culture. The Committee emphasized anonymized aggregate review to identify recurring themes, process weaknesses and opportunities for preventive communication, guidance, training or control improvements.

Accessible information. The Committee reviewed the clarity and accessibility of information available to stakeholders on raising concerns and using existing complaint and grievance channels.

Records and public accountability. The Committee reviewed the expected records for regular governance, including schedules, agendas, attendance, minutes, referrals, decisions, action logs and supporting evidence, and prepared this annual aggregate report.

How to Raise a Concern

ADSM encourages concerns to be raised through the appropriate established channel. Information submitted should be factual and include sufficient detail to allow the responsible office to assess the matter. Confidentiality is maintained within applicable policies and legal requirements, and information is shared on a need-to-know basis.

Students. Academic appeals, complaints and non-academic grievances may be raised through the Office of Student Affairs. Visit the [ADSM Student Services page](#), call 02 6917800, or email Registrar@adsm.ac.ae.

General enquiries. Stakeholders who are uncertain about the appropriate route may use the [ADSM Contact Us page](#), call +971 2 691 7811, or email info@adsm.ac.ae for routing to the responsible office. The Ethics Committee does not replace established complaint, appeal, grievance, disciplinary, safeguarding, legal or research ethics mechanisms. Matters are assessed and referred to the competent authority as appropriate.

Priorities for the Next Reporting Cycle

- Complete the formal approval and implementation of the expanded cross-unit membership structure.