



BAKU
SLAVIC
UNIVERSITY



LOCAL STAKEHOLDER IDENTIFICATION AND ENGAGEMENT POLICY



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SECTION 1.

1.1. INTRODUCTION

Baku Slavic University (BSU), as a higher educational institution with deep-rooted cultural, humanitarian, and social traditions, recognises that strong engagement with local stakeholders is essential to the institution's public mission and societal responsibilities. The University acknowledges that its educational, cultural, and civic functions have a profound impact on the community and that meaningful partnerships with public authorities, social organisations, cultural institutions, and community groups strengthen both institutional development and public trust.

In line with BSU's commitment to ethical governance, transparency, inclusiveness, and social responsibility, this policy establishes a coherent framework for how the University interacts with its surrounding community. The policy also reinforces BSU's alignment with national development priorities, including the 2025 "Year of Constitution and Sovereignty," and supports global principles reflected in the United Nations Sustainable Development Goals – particularly SDG 16, which promotes strong institutions, inclusive decision-making, and public access to information.



SECTION 2.

2.1. PURPOSE OF THE POLICY

The primary purpose of this policy is to define a structured, systematic, and transparent approach to how BSU identifies, analyses, and engages with local stakeholders. Through this framework, the University ensures that community needs, expectations, and perspectives meaningfully inform its decision-making processes, academic planning, cultural programming, youth initiatives, and social outreach. It also aims to strengthen long-term cooperation with government bodies, municipal authorities, civil society actors, educational institutions, cultural organisations, employers, and media representatives.

The policy establishes BSU's commitment to building mutual accountability and cultivating civic relationships that enhance public value through community programmes, public lectures, cultural festivals, collaborative research initiatives, and joint social projects.

SECTION 3.

3.1. SCOPE OF THE POLICY

This policy covers all structural and academic units of BSU, including faculties, departments, research centres, laboratories, administrative divisions, communication units, and student organisations such as TGT-Student Youth Organization, THIK-Student Trade Union Committee, TEC-Student Scientific Society clubs and volunteer groups support institutions, local businesses, employers, chambers of commerce, media outlets, and residents of the surrounding community.



It also applies to all external stakeholders involved in BSU's activities, including ministries and state agencies, Baku City Executive Authority, municipal bodies, NGOs and civil society groups, cultural and heritage centres, schools and universities, youth organisations, social support institutions, local businesses, employers, chambers of commerce, media representatives, and the residents of the surrounding community.

SECTION 4.

4.1. DEFINITIONS

Local stakeholders are individuals, groups, organisations, or institutions outside BSU whose interests intersect with the University's educational, cultural, research, or social functions. Engagement refers to structured communication, consultation, information-sharing, and collaboration. Meaningful participation requires that stakeholder perspectives be genuinely considered, transparently documented, and reflected in institutional planning or programme improvement.

SECTION 5.

5.1. POLICY STATEMENT

BSU is committed to fostering an environment where stakeholder engagement is carried out openly, ethically, and inclusively. The University ensures that stakeholders can access participation mechanisms, receive clear communication, and provide input into programmes that involve or affect them.



BSU guarantees that stakeholder contributions form part of institutional evaluation processes and that engagement activities respect the dignity, diversity, and perspectives of all community members.

This policy reflects BSU's alignment with SDG 16.6 (effective institutions), SDG 16.7 (inclusive decision-making), and SDG 16.10 (public access to information), ensuring that all community-facing interactions uphold principles of transparency, integrity, and accountability.

SECTION 6.

6.1. INSTITUTIONAL RESPONSIBILITIES

BSU's leadership is responsible for overseeing the policy's implementation and ensuring its alignment with the University's strategic vision and national governance standards. The Stakeholder Engagement Committee, chaired by the Vice-Rector for International Relations, coordinates stakeholder mapping, updates the engagement registry, develops mechanisms for consultation and cooperation, and prepares annual reports summarizing engagement outcomes.

Faculties and departments are responsible for integrating stakeholder perspectives into curriculum development, public events, academic initiatives, cultural programmes, and community-based research. Student organisations play a vital role in youth-led community actions, volunteering activities, social campaigns, and direct communication with local groups.



SECTION 7.

9.1. ENGAGEMENT PROCEDURES

Stakeholder identification and mapping are conducted annually through the maintenance of a University-wide registry that includes contact information, engagement history, and relevance to BSU's mission. Engagement is supported through a range of communication channels – including website notices, newsletters, media announcements, student outreach, and community briefings.

Consultations take the form of forums, roundtables, meetings with public institutions, SDG dialogues, and cultural exchanges. Stakeholder participation is integrated into planning processes related to community programmes, cultural events, educational activities, and social initiatives. Feedback gathered through surveys, interviews, or consultations is recorded and incorporated into programme evaluations and institutional planning.

Partnerships are maintained and strengthened through cooperation agreements, joint events, volunteer activities, research collaborations, inclusive education projects, and community-support initiatives.

SECTION 8.

8.1. COMMUNICATION AND FEEDBACK MECHANISMS

BSU ensures accessible two-way communication through its community engagement webpage, email channels, hotlines, surveys, and online or paper feedback forms. All feedback from community actors is reviewed by the Stakeholder Engagement Committee, documented, and used to improve university practices.



SECTION 9.

9.1. MONITORING AND EVALUATION

The Stakeholder Engagement Committee regularly monitors engagement activities and prepares annual evaluations based on measurable indicators. These include the number of engaged stakeholders, frequency of joint activities, participation levels in community programmes, stakeholder satisfaction, and the degree to which feedback influences university decisions. Monitoring results are included in BSU's annual SDG Progress Report.

SECTION 10.

10.1. ACCOUNTABILITY AND GRIEVANCE MANAGEMENT

BSU ensures accountability through transparent decision-making, public access to information on community initiatives, and fair grievance management systems. A formal grievance mechanism – accessible online and in person – provides stakeholders with a confidential and impartial platform to express concerns or complaints related to engagement activities.



SECTION 11.

11.1. COMMITMENT TO CONTINUOUS IMPROVEMENT

BSU remains committed to enhancing its engagement practices by incorporating community feedback, fostering capacity-building among staff and student leaders, expanding partnerships, and supporting initiatives that promote cultural development, social inclusion, innovation, education quality, and civic participation.

The University views stakeholder engagement as an evolving process and continuously updates its approaches to reflect changing societal needs and emerging best practices.

SECTION 12.

12.1. REVIEW

This policy is reviewed annually to ensure its continued relevance, compliance with current legislation, and alignment with national strategic goals related to governance, social cohesion, and civic development. The annual review process also evaluates the effectiveness of the policy's implementation, the adequacy of stakeholder engagement mechanisms, and the extent to which emerging community needs and institutional priorities are reflected in its provisions. Where necessary, updates or improvements are introduced to strengthen the policy's clarity, practicality, and responsiveness to evolving social and regulatory contexts.



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Issued by: Higher Education Center of BSU
Issued Date: 20 November, 2024
Next Review: 21 November, 2026