



UNIVERSITY OF POONCH RAWALAKOT

Office of the Registrar

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Office Order

The Vice-Chancellor has been pleased to accord approval for the constitution of a committee, comprising of the following:

- | | | |
|------|--|----------|
| i. | The Registrar | Convener |
| ii. | The Controller of Examinations | Member |
| iii. | The Director Student Affaris | Member |
| iv. | Concerned Head / Incharge of the Department | Member |
| v. | Most Senior Faculty Member (Female) or her nominee | Member |

The committee will be responsible to dispose-off the complaints received against Transgender and Women as per guidelines provided therein.


Assistant Registrar

No: UPR/UPR/Gen-01 (T)/ 1339 /2021

Dated: 24-05-22

Distribution (for necessary action)

1. All Deans of the Faculties
2. All Directors/HoDs
3. The Convener University Ranking Committee
4. The Controller of Examinations
5. The Treasurer
6. The Audit Officer
7. The Assistant Registrar (Meetings)

Copy for information/record

1. Secretary to the Vice-Chancellor
2. PA to Registrar
3. Master File
4. Concerned File

POLICIES PROTECTING THOSE REPORTING DISCRIMINATION

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1. General

The University of Poonch Rawalakot (UPR) encourages reporting of all perceived incidents discrimination, harassment and revenge. This policy address safety of individuals who believe they or others have been the victims of harassment or discrimination by university faculty or staff. The university disallow any related retaliation against those reporting discrimination and harassment against women, whether committed by or against faculty, staff, students, vendors, or visitors.

2. Organizational Scope

This policy is implemented inside the university, and it covers all faculty, staff, students, members of senate, members of committees of UPR, and related third-parties (such as applicants for admission and employment, vendors, guests, visitors, contractors, societies or associations established or recognized by UPR). This policy applies to all University programs and activities in terms of employment decisions, including those affecting hiring, promotion, demotion or transfer; recruitment; advertisement of vacancies; layoff and termination; compensation and benefits; and selection for training.

3. Objectives

The core objective of this policy is to stop any related retaliation and provide protection to those reporting discrimination and harassment against women, whether committed by or against faculty, staff, students, vendors, or visitors.

4. Reporting an Incident of Discrimination or Harassment

The UPR Discrimination and Harassment Coordinator should be contacted if any female student, teacher, staff or visitor feels she has experienced discrimination, or who believes they have knowledge of illegal harassment or discrimination directed at others female colleagues and students. Though verbal complaints are taken into consideration, the university urges that written complaints be filed on complaint form available on UPR website in order to ensure the correctness of the accusation.

5. Compliant Reporting Procedure

If any female student, teacher, staff member, or visitor feels she has been the victim of discrimination or if they believe they have knowledge of unlawful harassment or discrimination directed at other

female coworkers and students, they should get in touch with the UPR Discrimination and Harassment Coordinator. While verbal complaints are taken into consideration, the university strongly advises that written complaints be made freely and without fear of retaliation through the UPR website's complaint form in order to guarantee the accuracy of the accusation.

When the University becomes aware that its female members may have been subjected to discrimination or harassment, the University will take prompt action reasonably intended to stop any form of harassment, discrimination, and any related retaliation

It is the duty and responsibility of every member of the University faculty, staff, and administration to assure compliance with this policy by promptly reporting allegations of policy violations to one of the UPR Discrimination and Harassment Coordinator.

6. Confidentiality

A complainant may request for confidentiality, for instance that the complainant's identity not be disclosed to anyone else, including the respondent, or that information about the incident not be shared with others. In exceptional circumstances and for justifiable reasons related to confidentiality, the Discrimination and Harassment Coordinator will consider any such requests that an investigation not be pursued in light of the University's Harassment and Discrimination Policy.

