



# UNIVERSITY OF POONCH RAWALAKOT

## Office of the Registrar

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### Office Order

The Vice-Chancellor has been pleased to approve "University of Poonch Rawalakot Anti-discrimination" policy.

This implementation of policy shall be effective, w.e.f. date of its submission, i.e. 10-03-2022.

Assistant Registrar

No. UPR/Gen-01/ 914 /2022

Dated: 29-03-2022

#### Distribution:

- All Deans of the Faculties
- All Directors/HoDs
- The Convener University Ranking Committee
- The Treasurer
- Audit Officer
- Assistant Registrar (Meetings)

#### CC:

- Secretary to the Vice-Chancellor
- PA to Registrar
- Master File
- Concerned File

UPR Link for open public access: <https://www.upr.edu.pk/storage/uploads/blogs/655f266921e80-Anti-Discrimination%20Policy.pdf>

# POLICY FOR ANTI-DISCRIMINATION

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# **1 General**

University of Poonch Rawalakot (UPR) Anti-Discrimination Policy underscores our commitment to fostering an inclusive and diverse academic environment. We are dedicated to maintaining an atmosphere free from discrimination, where individuals are treated with respect and dignity, irrespective of their race, gender, age, sexual orientation, or any other characteristic. The policy serves as a framework to ensure equal opportunities and fair treatment for all members of our university community, fostering a culture of inclusivity and mutual respect.

## **1.1 Policy Category**

Institutional Policy

## **1.2 Subject**

Anti-Discrimination Policy

## **1.3 Office Responsible for Review of the Policy**

Registrar office is responsible to formulate a committee and review this policy from time to time to ascertain if any amendments are necessary.

## **1.4 Related Policies**

### **1.4.1 University Policies**

Policy for Discrimination against Women, Discrimination against Transgender, Sexual Harassment Policy, Policies Protecting those Reporting Discrimination.

# **2 Purpose and Scope**

## **2.1 Purpose of Policy**

University of Poonch Rawalakot (UPR) is committed to the principles of promoting equality of opportunity, recognizing and valuing diversity, and being inclusive of all sectors of society in all aspects of Institute life. Therefore, UPR is working towards creating the conditions whereby staff and students are selected and trained solely on the basis of their merits, capabilities and potential, regardless of sex, marital status, disability, religion or belief, age, socio-economic background, family circumstances, or any other irrelevant distinction. The Equality and Diversity Policy seeks to eradicate unfair and

discriminatory practices whenever they occur and to actively promote a culture of equality and diversity, where all staff and students may contribute as fully as possible.

## **2.2 Scope of Policy**

This policy 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) (collectively called" U P R Community")

This policy applies to all University programs and activities. The University will address complaints related to MUST Community member's participation in those programs and activities, regardless of whether the offending conduct occurred on or off campus. This policy is intended to be consistent with applicable local and federal laws and regulations.

## **3 Prohibited Conduct under this Policy**

### **3.1 Discrimination**

The UPR enforces this policy in accordance with the following guidelines and ensures to:

1. Uphold appropriate standards of conduct at all times.
2. Create a discrimination free working environment where all employees and stakeholders are treated with courtesy and respect.
3. Implement procedures to guarantee that employees know their rights and responsibilities.
4. Provide an effective procedure for complaints and treat all complaints with respect in a fair, timely and confidential manner.
5. Encourage employees to report breaches of the policy and ensure that there is no threat of victimization in the event of a complaint.

## **4 Discrimination**

The UPR prohibits the discrimination in the provision of employment opportunities, benefits or privileges, work conditions, pay equity, promotions, appraisal and evaluations in context of the persons' race, colour, national origin, age, religion, disability status, gender identity or expression or marital status. Dis- crimination in violation of this policy will be subject to disciplinary measures up to and including termination.

## **5 Responsibilities of Students/Employees/HODs /Supervisors**

All students have a responsibility to promote equality and diversity, to eliminate discrimination, and to abide by this Policy. Any act of discrimination by an employee or student is viewed very seriously and could result in disciplinary action through the appropriate disciplinary procedures.

All employees are expected and required to comply with this policy. All heads and employees are responsible for keeping the work environment free of discrimination. Any employee who becomes aware of an actual or alleged incident of discrimination must promptly report it to the immediate head and relevant office. If any HOD/Supervisor observes or receives information regarding an actual or alleged incident of discrimination, then an immediate action must be taken to stop it, and it is obliged to report the incident to the relevant office. An employee who knowingly submits a false claim of discrimination may be subject to disciplinary action up to and including termination of employment.

## **6 Complaint Procedure**

The UPR has established a defined procedure for lodging a complaint of discrimination. Complaints should be submitted as soon as possible after an incident has occurred, preferably in writing to the respective head/supervisor and relevant office. Upon receiving and initial scrutiny of the complaint relevant office refers case to the "Discrimination Committee".

## **7 Implementation Framework**

The successful implementation of this Policy will be secured via an implementation framework which will provide clear aims of this policy, actions needed to achieve those aims, appointment of responsible senior member, strict timescales for achieving those aims and methods to review those aims, the outcomes and the policy.

## **8 Confidentiality**

A complainant may request confidentiality, for example 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.

