

## **Policy to Protect Those Reporting Discrimination**

**Adopted in: 2019**

**Last Updated in: 2024**

### **Application**

This policy applies to all students, staff, faculty, and visitors of the university.

### **Purpose**

The purpose of this policy is to ensure that all university employees, students, and community members work and study in an environment free from unlawful harassment, discrimination, and retaliation. It is designed to protect individuals who report discrimination or participate in related investigations, ensuring they are not subjected to any form of retaliation.

### **Policy Statement**

The university is committed to fostering a culture of respect and inclusion, where discrimination of any kind is not tolerated. This policy outlines the steps taken to protect those who report discrimination or participate in investigations, ensuring that they can do so without fear of retaliation or harm.

#### **1. Non-Retaliation**

The university strictly prohibits retaliation against individuals who report discrimination or participate in any investigation related to a discrimination complaint.

Retaliation may include, but is not limited to, adverse actions, threats, intimidation, harassment, or any other form of reprisal. Any acts of retaliation will be treated with the utmost seriousness and addressed accordingly.

#### **2. Reporting Mechanism**

The university encourages individuals who believe they have experienced or witnessed discrimination to report the incident promptly to the appropriate authorities.

Multiple reporting channels are available, and the university assures that all reports will be taken seriously and addressed swiftly.

Individuals can report discrimination in a safe and supportive environment, knowing that their concerns will be handled professionally and confidentially.

#### **3. Confidentiality**

The university is committed to maintaining confidentiality to the extent permitted by law during the investigation of discrimination complaints.

Information related to complaints will only be disclosed to those with a legitimate need to know or as required by law, ensuring that privacy is respected throughout the process.

#### **4. Prompt and Thorough Investigations**

All reports of discrimination will be investigated promptly and thoroughly to ensure that issues are addressed fairly and thoroughly.

Investigations will be conducted by a central committee, established by the Hon. Vice-Chancellor, which is impartial and unbiased. The committee will follow a fair and transparent process to determine whether discrimination or retaliation occurred.

## **5. Protection Measures**

The university will implement appropriate protective measures to safeguard individuals who have reported discrimination or are involved in investigations, preventing further harm or retaliation.

Protective measures may include temporary changes to work or academic arrangements, no-contact orders, or other accommodations as deemed necessary.

## **6. Disciplinary Action**

Individuals found to have engaged in discriminatory behavior or retaliation will face disciplinary action.

Disciplinary actions may include counseling, training, suspension, or termination, depending on the severity of the violation, in accordance with university policies and procedures.

## **7. Educational Programs**

The university conducts ongoing educational programs aimed at raising awareness about discrimination, the importance of reporting, and the steps taken to foster an inclusive and respectful community.

These programs also provide information on the reporting procedures and encourage active participation from all members of the university to create a welcoming and inclusive environment.

## **Implementation and Accountability**

The university will designate a team to oversee the implementation of this policy and ensure that all reports are handled in a timely and effective manner.

Regular monitoring and assessment will be carried out to ensure that the policy is adhered to and that individuals are protected throughout the process.

## **Review and Revision**

This policy will be reviewed and updated periodically to ensure its effectiveness and compliance with evolving legal standards and best practices. Updates will be made to reflect changes in laws or university regulations, and to further improve the mechanisms in place for reporting and handling discrimination.

## **Conclusion**

Galgotias University is committed to providing a safe, inclusive, and supportive environment where individuals are free from discrimination and retaliation. This policy aims to protect those who speak out against discrimination, ensuring that they can do so without fear of reprisal. By implementing this policy, the university reaffirms its commitment to fostering a culture of respect, fairness, and equality for all members of the university community.