

## Equal Opportunities Policy

### Preamble

The following Regulation has been established by the University in order to prohibit, reveal and abolish discrimination (physical, mental, nationality, cultural, religious). The Regulation monitors the proportional representation of men and women, puts and oversees necessary resolutions. Any measures contravening the proportional involvement of women are to be revealed and abolished. The Regulation also takes measures to facilitate equal opportunities of disabled students. The Regulation applies to every members of the staff and every students of the University.

The management of the Alfred Nobel Business College (hereinafter: the College) has accepted the following Equal Opportunities Regulation (hereinafter: the Regulation), as required by the relevant legislation.

### General Provisions

#### 1. §

(1) The contributors organising, managing, operating, and executing the activities of the College are obliged to compliance the requirements of equal opportunities policy when taking measures and decisions connected to the students, teachers, and the staff working in the higher education.

(2) In order to facilitate equal opportunities, the services of the College contribute to the assurance of habitable conditions, and a healthy lifestyle. With the help of its informative and consultative system, the University supports the integration of the students during the higher education studies, and the professional improvement afterwards.

(3) The freedom of conscience and the freedom of religion of the students, the teachers, and the researchers must be respected at the College. The students, the teachers, and the researchers must not be obliged to publish or deny their conscience, philosophical, and political beliefs. The students, the teachers, and the researchers must not be prejudiced because of their conscience, philosophical, or political beliefs.

### The Effect of the Regulation

#### 2. §

(1) The Regulation applies to the higher educational service and management, to the intermediate bodies, to the teachers, researchers, to other members of the staff, and to the students of the College.

### **The Non-Discrimination**

#### **3. §**

- (1) The management of the College commits itself to comply with the equal opportunities policy, and adopts measures in order of the implementation.
- (2) The College undertakes to avoid and abolish discrimination in employment. This applies to recruitment, to the determination of wages, proceeds, remunerations, trainings, vocational trainings, and other motivational techniques, to transference, to notice, and to other cases connected to employment.
- (3) The prohibition of discrimination extends to any conditions of the employees, such as age, sex, marital status, nationality, race, parentage, religion, political beliefs, and physical or mental disabilities.
- (4) The College pays particular attention to avoid and abolish direct or indirect discrimination on grounds of age, sex, nationality, marital or health status of the employees.

### **Respect for Human Dignity**

#### **4. §**

- (1) The College, as an employer, respects the human values, dignity, and originality of the employees. Based on the interests of its own and of the employees, the College, as an employer, is to establish conditions, circumstances, and atmosphere where these basic values are protected and confirmed.
- (2) The College, as an employer, aspires to validate the principles of cooperation within employment relationships. To that effect, the College focuses on transparent contractual relations ensuring mutual benefits. The employment contracts reflect to the principles listed above, and to the relations of the employer and employees.
- (3) The non-discrimination, the equal opportunities policy is not capable to abolish all inequalities, which can betide the employees during their employment. Within legal frameworks, the College, as an employer, prepares reasonable and flexible measures, which are to preserve and amend the employment position of the employees concerned.

### **Equal Opportunities in Remunerations**

#### **5. §**

- (1) As indicated in 3.§, the distributable remunerations can be assessed solely by professional aspects.

## Equal Opportunities in Employment

### 6. §

(1) The College does not differentiate applicants based on their age, sex, nationality, marital or health status – naturally the conditions of the given job title prescribed by the legal standards are considered.

(2) The College focuses on the skills, competences, proficiency and experience needed to the given job. The professional, and practical experience, and the trustworthiness are considered to be of particular importance for the College when the candidates are being selected.

## Equal Opportunities Committee

### 7. §

(1) An Equal Opportunities Committee has been established by the Institution in order to monitor the proportional representation of men and women, to put and oversee necessary resolutions, to reveal and abolish contravening the proportional involvement of women.

(2) The staff involved in the Equal Opportunities Committee is 4. The members are:

- a) 2 representatives of the tutors/researchers/teachers
- b) the representative of the educational assistants
- c) the representative of the students.

(3) The members of the Equal Opportunities Committee are selected by Head of College the Head of the Committee is selected by the members at the consultative meeting.

(4) The revealed discriminative incidents, and the recommendations against them are to be sent to the dean of the College by the Equal Opportunities Committee.

## Legal Remedy

### 7. §

(1) The employees and the students shall appeal to the Equal Opportunities Committee in case of discriminative incidents, (sexual) molestations, miscarriages, unlawful segregations, or retaliations. The incidents are to be investigated anonymously by the Equal Opportunities Committee within 7 days.

(2) A mediator must be involved if the participants cannot agree.

(3) The employees are able to apply to the competent labour court, if the complaint cannot be solved.

**Final Provisions**

8. §

(1) The Equal Opportunities Regulation of Alfred Nobel Business College takes effect on 14 February 2024.

(2) The Regulation must be published on the webpage of the College.



Alfred Nobel  
Business College