

UNIVERSITY OF MAURITIUS

EQUAL OPPORTUNITY POLICY

Background

The University of Mauritius recognises the value of its people and aspires to become an employer of choice that makes full use of the talents, skills, experience and competence of its employees so as to ensure effective, sustainable and results-oriented development of the University and to achieve highest standards of excellence.

The institution is committed to ensure that all employees are treated in a fair manner, feel respected and can achieve their full potential regardless of their nationality, age, caste, colour, creed, ethnic origin, religion or belief, pregnancy, impairment, marital status, place of origin, political opinion, race, sex and sexual orientation.

The University of Mauritius aims to follow the guidelines of the Equal Opportunities Commission as set out in the Guidelines for Employers for the promotion of an Equal Opportunity Policy at Work in all its employment policies, procedures and practices.

Objectives of the Policy

The objectives of this policy are to ensure that:

- there is equity, fairness and transparency in all the Policies and Practices of the University of Mauritius and that the employees at UoM are treated with respect and work in an environment free from discrimination in any form; and
- everyone is offered the same opportunities for employment, training and promotion and is not favored in any way because of his/her nationality, age, caste, colour, creed, ethnic origin, religion or belief, pregnancy, impairment, marital status, place of origin, political opinion, race, sex and sexual orientation.

Recruitment and Selection

The University is an Equal Opportunity Employer.

All recruitment and selection exercises for appointment and promotion at the University of Mauritius including access to benefits, facilities and services, will be fair and equitable. Recruitment and Selection will be in line with the University HR Policies and practices and General Conditions in force at the University of Mauritius and will not be determined by the status of the employees or prospective employees, that is, nationality, age, caste, colour, creed, ethnic origin, religion or belief, pregnancy, impairment, marital status, place of origin, political opinion, race, sex and sexual orientation.

Advertisements for posts will be clear and accurate and in accordance with University HR Policies and Practices to allow potential candidates to assess their own suitability for the post prior to applying for same. Applications will be invited from both internal and external candidates, depending on the post, in such a way that applicants are not

penalised on grounds of nationality, age, caste, colour, creed, ethnic origin, religion or belief, pregnancy, impairment, marital status, place of origin, political opinion, race, sex and sexual orientation and will be in conformity with the University schemes of service.

Selection will be done on the basis of the applicants' eligibility for the job and their ability to fulfill the job requirements. Importance will be given to the candidates' skills, abilities, qualifications, experience and merit in relation to the job.

The UoM will ensure that all its policies including compensation, benefits and any other relevant issues associated with contracts are well formulated and included in the contracts of employment. Same will be applied regardless of the employee's nationality, age, caste, colour, creed, ethnic origin, religion or belief, pregnancy, impairment, marital status, place of origin, political opinion, race, sex and sexual orientation.

Training and Development

Training need analysis will be done and UoM will encourage its staff members to discuss their training needs with the Management. Training will be provided to staff members concerned irrespective of their nationality, age, caste, colour, creed, ethnic origin, religion or belief, pregnancy, impairment, marital status, place of origin, political opinion, race, sex and sexual orientation. They will be encouraged to develop their skills and qualifications and to take advantage of promotion and development opportunities at the University.

Discipline

Disciplinary action will be initiated against any officer as per the relevant provisions of the law and the University of Mauritius Disciplinary Procedures, for breach of rules and regulations or any provisions of the law, or for misconduct or unsatisfactory service, irrespective of their status, that is, their position, nationality, age, caste, colour, creed, ethnic origin, religion or belief, pregnancy, impairment, marital status, place of origin, political opinion, race, sex and sexual orientation.

Staff members who feel that they have been subject to discrimination/victimisation/harassment should report the matter to their Immediate Supervisor/s. In the event that the issue has not been settled at the level of Immediate Supervisor or if the Immediate Supervisor is involved, the employee may address the issue to the Head of Section/Department. In the event the issue has not been settled at the level of the Head of Section/Department or the Head of Section/Department is involved, then the matter should be reported directly to the Vice-Chancellor (Human Resources Department is currently preparing a policy on harassment).

Fundamental Principles of the Policy

Responsibility: The Pro-Vice-Chancellor (Planning & Resources)/Director of Human Resources/Heads of Section will have the responsibility for the day-to-day implementation of the policy, to review and monitor the policy.

Communication of this policy: All employees will be made aware of this policy via email. Guidance will be provided to supervisors to ensure proper implementation. The

policy will also be available on the UoM website and job applicants may also consult same. Any amendments in the policy will also be communicated to all parties concerned.

Consultation: Staff members and University of Mauritius Unions will be consulted regularly about the policy, and related action plans and strategies.

Training of Managers/Supervisors: Managers/Supervisors/Employees in key decision-making areas will be trained on the discriminatory effects that certain actions, provisions, practices, requirements, conditions, and criteria can have on the employees.

Effectiveness: The effectiveness of the policy will be monitored and any changes will be communicated to all stakeholders concerned.

The policy has been approved by the University of Mauritius Council on 17 November 2015, following consultation with representatives of the University Unions. All staff members are responsible for familiarising themselves with this policy. Managers/Supervisors must also ensure that staff members working under their responsibility know about and follow the policy.

The policy is effective as from 17 November 2015.

The University of Mauritius Council reserves the right to make any amendments to the Equal Opportunity Policy at any time after consultation with the Unions.

17 November 2015