



جامعة الإمام عبد الرحمن بن فيصل
IMAM ABDULRAHMAN BIN FAISAL UNIVERSITY
مستشفى الملك فهد الجامعي | King Fahd Hospital of the University

POLICY AND PROCEDURES

Date: 07.07.2020

Revision: 4

IAU

DEPARTMENT : ADMINISTRATION

Effectivity: 01.12.2019

Supersedes: 3

Review Date: 30.11.2024

No. of Pages: 4

1. TITLE: POLICY OF NON-DISCRIMINATION AGAINST WOMEN

2. PURPOSE:

2.1 This policy outlines Imam Abdulrahman Bin Faisal University's (IAU) position against the mistreatment of women while they are enrolled in classes and/or working.

2.2 IAU supports policies that help women in all facets of life and upholds them.

3. DEFINITION:

3.1 Discrimination is the term used to describe the abuse of a person or group based on preconceived notions that result to such mistreatment.

4. POLICY:

4.1 All females are covered by the policy against discrimination, regardless of whether they are current or former students, professors, administrators, students, guests, researchers, etc.

4.2 IAU is dedicated to fostering an atmosphere free from harassment and discrimination regardless of one's race, color, ethnicity, national origin, sex, pregnancy, religion, disability, age, or any other characteristic covered by Shariah law.

4.3 IAU is devoted to ending any gender-based prejudice and discrimination.

4.4 Without discrimination all staff, students and faculty member have access to all University services.

4.5 There must be a simple and accessible procedure in place for reporting any discrimination against women.

4.6 The policies that address discrimination against women should be disseminated in visible locations across all university campuses, as well as through electronic channels like email and the official website.

4.7 A Disciplinary Committee made up of faculty (including academics in the field of law) and support staff will examine all claims of prejudice.

4.8 The University is committed to preventing and ending discrimination or harassment wherever it may occur at the University or in its programs. It will not tolerate either in any of its activities or programs.

4.9 A supervisor or administrator who ignores or postpones reporting a claim of discrimination or harassment is in violation of this policy.

4.10 Retaliation against someone who has reported or complained about discrimination or harassment, who is a witness to it or who took part in the investigation of it is also forbidden.



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5. PROCEDURE:

- 5.1 Providing a secure and acceptable work atmosphere through constant observation.
- 5.2 Raising awareness of illegal, inappropriate, or otherwise forbidden workplace conduct or acts.
- 5.3 IAU will promote and enhance the values of gender equality throughout work.
- 5.4 When it involves hiring, evaluating, promoting, providing welfare, education, and training, as well as when paying wages and processing retirement, discharge, severance, and termination cases, IAU is prohibited from discriminating against employees based on gender.
- 5.5 Promote the full involvement of women in the creation of human resources, achieve their acceptance as full participants in every stage of national development, with equal rights and corresponding obligations, and "work towards the complete eradication of all social and cultural practices tending to discriminate against and dehumanize womanhood."
- 5.6 Raising consciousness of the rights of women, the availability of opportunities and facilities, their social, political, and economic responsibilities and mobilizing women collectively to improve their general lot and ability to pursue and attain leadership roles in all aspects of society.
- 5.7 If anyone in the IAU community sees or comes across behavior that might be against the institution's non-discrimination against women policy, they should get in touch with the Deanship of Human Resources. An immediate supervisor may also be notified of alleged violations.
- 5.8 If the alleged discrimination or harassment comes from the immediate supervisor, complaints may be filed to the next level supervisor.
- 5.9 Deans or department chairs, personnel in the office of student affairs, the vice-president of student affairs, or the office of human resources are all places where students can file complaints about suspected violations.
- 5.10 If a university employee receives a complaint of harassment or discrimination, they must immediately alert the Office of Human Resources so that the incident can be handled quickly under the informal and/or formal complaint procedures. The Office of Human Resources must receive any requests for information that is necessary for an investigation.
- 5.11 Reports of alleged harassment or discrimination must be made as soon as feasible.
- 5.12 Prompt reporting makes it easier for the university to investigate the facts, decide whether a violation of the policy has occurred, and offer the proper remedy or take the proper disciplinary action.



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6. RESPONSIBILITIES:

- 5.1 Deanship of Human Resources
- 5.2 Deans and Vice Deans of Colleges and Programs
- 5.3 All IAU employees

6. DISTRIBUTION:

- 6.1 All Deanships and Colleges
- 6.2 Deanship of Human Resources
- 6.3 Available in the IAU Intranet

Approved by:

Date Signed:

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Dr. Ahmed Al Kuwaiti

Supervisor General, Deanship of Quality and Academic Accreditation

