

**Ministry of Education and Science of the Republic of Kazakhstan
KEJSC "Caspian University of Technology and Engineering named after Sh. Yessenov"**



Anti-Discrimination and Anti-Harassment Policy

translated from original copy

APPROVED

by decision of the Scientific Council
Protocol No. 9, March 27, 2024

| Date | A copy | Edition |
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| | | First |
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ST UE 018-2024 -QUALITY MANAGEMENT SYSTEM STANDARD

Aktau 2024

- 1 **DEVELOPED AND ENTERED BY** Quality Assurance Office of Yessenov University February 25, 2021
- 2 **AGREED** by the decision of the Quality Council of Yessenov University March 5, 2021, No.1 protocol
- 3 **APPROVED AND IMPLEMENTED** by the Scientific Council of Yessenov University by decision of March 26, 2021, protocol No. 2
- 4 **REVIEWED** by the Scientific Council of Yessenov University by decision of March 27, 2024, protocol No. 9

Inspection frequency - 3 years

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1. General provisions

Yessenov University is committed to maintaining a safe, respectful, and inclusive environment for all members of its community, including students, staff, faculty, visitors, and contractors. This Anti-Discrimination and Anti-Harassment Policy aims to foster a culture that condemns all forms of discrimination, harassment, and bullying, and to provide clear guidelines for reporting and addressing such incidents.

2. Policy Statement

2.1 Yessenov University strictly prohibits any form of discrimination, harassment, or bullying based on race, color, ethnicity, religion, gender, gender identity, sexual orientation, disability, age, or any other protected characteristic as defined by law.

2.2 All members of the university community, including students, staff, faculty, visitors, and contractors, are expected to treat each other with respect, dignity, and fairness.

3. Definitions

3.1 Discrimination: Discrimination refers to treating an individual or group unfairly or unequally based on their characteristics or membership in a protected group, resulting in disadvantage or adverse treatment.

3.2 Harassment: Harassment refers to any unwelcome behavior, comment, gesture, or conduct that creates a hostile, intimidating, or offensive environment for an individual or group based on their characteristics or protected status.

4. Prohibited Conduct

The following behaviors are strictly prohibited under this policy:

4.1 Engaging in any form of discrimination or harassment based on protected characteristics.

4.2 Retaliating against an individual for reporting discrimination or harassment or participating in an investigation related to such complaints.

4.3 Encouraging or condoning discriminatory or harassing behavior by others.

5. Reporting Procedure

5.1 Any member of the university community who believes they have experienced or witnessed discrimination, harassment, or bullying should promptly report the incident to the appropriate authorities.

5.2 Reports can be made to the following:

- For students, staff and faculty: Internal Complaint Committee
- For students: Office of the Dean, YU Student Union
- For staff and faculty: Head of Administrative Department

5.3 The university will ensure that all reports are treated with confidentiality to the extent permitted by law.

6. Investigation and Resolution

6.1 Upon receiving a complaint, the university will initiate a prompt and impartial investigation into the allegations.

6.2 The university will take appropriate action to address and resolve the reported incident, which may include disciplinary measures, counseling, training, or other corrective actions.

7. Support and Resources

The university will provide access to resources and support services for individuals who have experienced discrimination, harassment, or bullying. These may include counseling, legal assistance, and referrals to external support organizations.

8. Awareness and Training

Yessenov University will conduct regular awareness campaigns, workshops, and training programs to educate all members of the community about their rights, responsibilities, and the importance of maintaining an inclusive and respectful environment.

9. Review

The Anti-Discrimination and Anti-Harassment Policy reflects our commitment to maintaining a campus environment that upholds the principles of equality, respect, and inclusion. It was approved by the Scientific Council of Yessenov University in March 2021 (reviewed in March 2024).