

University of Management and Technology

Equality, Diversity and Inclusion Policy (Draft Version)

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Table of Contents

1	Purpose	3
2	Scope	3
3	Definitions	3
4	Policy	3
5	Reporting and Complaints	4
6	Roles and Responsibilities	5
7	Compliance and Enforcement	5
8	Related Policies	5

1 **Purpose**

The purpose of this policy is to ensure that equality, diversity, and inclusion (EDI) principles are embedded across all university functions, including teaching and learning, research, employment, campus life, and community engagement.

This policy is in accordance with the internationally recognized best practices by the Higher Education Commission (HEC) guidelines and United Nations Sustainable Development Goals (SDGs 4, 5, 10, and 16).

2 **Scope**

This policy applies to all employees, Consultants and advisors, third-party vendors, participants and all affiliated entities, and official university activities.

3 **Definitions**

- a. **Equality:** Ensuring that every individual has an equal opportunity to make the most of their abilities and potential, free from discrimination.
- b. **Diversity:** The recognition and valuing of individual differences, including those related to protected characteristics.
- c. **Inclusion:** Institutional actions and individual efforts to foster an environment in which every member is valued, listened to, and supported to participate fully in the life of the UMT.

4 **Policy**

- a. UMT adopts a zero-tolerance approach to discrimination, harassment, and victimization in all their forms. All members of the UMT community are expected to uphold the principles of this policy and to treat one another with dignity and respect.
- b. The UMT is committed to:
 - i. Equality of opportunity for all individuals, regardless of protected characteristics.
 - ii. Respect for diversity in all its forms across the UMT community.
 - iii. Fair, transparent, and evidence-based decision-making processes.
 - iv. Zero tolerance toward discrimination, harassment, victimization, or bullying.
 - v. Continuous monitoring and improvement of equality practices and outcomes.
 - vi. Embedding EDI principles in all institutional planning, governance, and operations.

4.1 **Protected Characteristics**

- a. The UMT prohibits discrimination, harassment, or unfair treatment based on any of the following protected characteristics:
 - i. Age
 - ii. Disability (physical, sensory, cognitive, or mental health)
 - iii. Gender
 - iv. Marital Status
 - v. Pregnancy or maternity
 - vi. Race, ethnicity, or colour
 - vii. Religion or belief (including no religion or belief)
 - viii. Nationality or national origin
 - ix. Socio-economic background
 - x. Health status
 - xi. Political opinion or affiliation

- b. The UMT also recognizes the importance of protecting individuals from discrimination related to any other personal circumstances that may lead to inequality or exclusion, as per the principle of human dignity.

4.2 Prohibited Conduct

The following conduct is strictly prohibited under this policy:

- a. Direct or indirect discrimination on the basis of any protected characteristic.
- b. Bullying, intimidation, or any conduct that undermines the dignity of an individual.
- c. Harassment, including sexual harassment, racial harassment, or harassment related to any other protected characteristic.
- d. Victimisation of any person who makes a complaint, supports a complaint, or exercises their rights under this policy.
- e. Making a false or malicious complaint of discrimination, harassment, or victimisation in bad faith.

4.3 Commitment to Inclusive Education and Employment

- a. UMT ensures that equality of opportunity is upheld in all decisions and processes related to:
 - i. Student admissions, enrolment, and induction
 - ii. Teaching, learning, curriculum design, and assessment
 - iii. Student progression, academic support, and achievement
 - iv. Research opportunities, supervision, and funding
 - v. Recruitment, selection, and appointments
 - vi. Career development, promotion, and succession planning
 - vii. Employee appraisal, development, and training opportunities
 - viii. Pay, remuneration, and recognition
 - ix. Access to UMT facilities, services, and resources
 - x. All job advertisements shall avoid stereotyping or wording that may discourage particular groups from applying, and shall include a statement of UMT's commitment to equal opportunities

4.4 Accessibility and Inclusive Infrastructure

- a. The UMT shall provide and maintain:
 - i. Accessible campus infrastructure, buildings, and facilities in accordance with applicable accessibility standards.
 - ii. Assistive technologies and reasonable adjustments for persons with disabilities.
 - iii. Accessible and inclusive digital platforms, educational resources, and online learning environments.
 - iv. An accessible and confidential process for requesting reasonable adjustments, with decisions communicated in writing and kept under review.
 - v. The OCMS will periodically review the physical features of its premises to identify barriers and take proportionate steps to improve access.

5 Reporting and Complaints

- a. Any member of the UMT community who experiences or witnesses' discrimination, harassment, or victimisation is encouraged to report the matter. Reports may be made through the following channels:
 - i. Directly to a Head of Department, Dean or Director.
 - ii. Office of Human Capital Management (OHCM).
 - iii. Relevant UMT Disciplinary Committee.

- iv. Anonymously, reporting to Head OHCM.
- b. All complaints will be handled confidentially, sensitively, and in accordance with the UMT's grievance and disciplinary procedures.
- c. There must be no victimisation or retaliation against any person who, in good faith, raises a concern or complaint under this policy. Any act of retaliation shall itself be treated as a serious disciplinary matter.
- d. Where a complaint is found to have been made deliberately and in bad faith, this shall be treated as misconduct and dealt with under the applicable disciplinary procedure.

6 Roles and Responsibilities

6.1 Deans, Directors, and UMO Heads

- a. Promote an inclusive culture and ensure compliance with this policy within their respective departments and faculties.
- b. Lead by example, demonstrating and instilling the standards of behaviour required by this policy.
- c. Address promptly any reports of discrimination, harassment, or victimisation within their area of responsibility.

6.2 Office of Human Capital Management (OHCM)

- a. Develop, maintain, and disseminate awareness of this policy and associated procedures across the UMT.
- b. Ensure that recruitment, selection, promotion, and development processes are fair, transparent, and free from unlawful discrimination.
- c. Investigate employee-related complaints of discrimination, harassment, or victimisation in a fair, impartial, and timely manner.
- d. Maintain a confidential register of all reported incidents and their outcomes.
- e. Provide training and guidance on EDI to all staff, and maintain records of training completion.

7 Compliance and Enforcement

- a. All members of the UMT community are required to comply with this policy. Violations of this policy may result in:
 - i. Disciplinary action in accordance with the UMT's disciplinary procedures.
 - ii. Legal action where conduct constitutes a breach of applicable law.

8 Related Policies

This policy should be read in conjunction with the following UMT policies:

- i. Code of Conduct Policy
- ii. Employment of Faculty and Staff Policy
- iii. Harassment and Anti-Discrimination Policy
- iv. Student Code of Conduct
- v. Grievance and Compliance Policy