

# **The Equal Opportunities Plan of the University of Pécs**

for the period 1st January 2023 - 31st December 2023

In accordance with the provisions of Act CXXV of 2003 on Equal Treatment and the Promotion of Equal Opportunities, the University of Pécs has adopted the following Equal Opportunities Plan for the period between 1st January 2023 and 31st December 2023. The scope of the Equal Opportunities Plan extends to all faculties, independent organizations and organizational units of the University of Pécs and to all its employees.

## **I. General objectives, ethical principles**

With this Equal Opportunities Plan, the University of Pécs expresses its commitment to the principles of equal opportunities in the workplace, its intention to fully respect the principles of equal treatment and to take supportive measures to enforce these principles and to promote equal opportunities.

### **1. Non-discrimination, equal treatment**

The University of Pécs prevents and hinders discrimination against employees in the course of employment.

The prohibition of discrimination applies:

- during recruitment,
- employment and working conditions,
- wages, income, benefits
- training, retraining and other incentives,
- membership and participation of workers in workers' organisations,
- the promotion system,
- and in cases of termination, transfer and other employment-related matters.
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- in employment and working conditions,
- wages, income, benefits,
- training, retraining and other incentives,
- membership and participation of workers in workers' organisations
- the promotion system
- and in cases of termination, transfer and other employment-related matters.

The principle of non-discrimination and the requirement of equal treatment apply to all groups of workers and prohibit any discrimination based on age, sex, colour, marital status, nationality, ethnic origin, descent, religion or belief, political opinion, sexual orientation or gender identity. The University of Pécs shall pay special attention to the prevention and elimination of direct and indirect discrimination on the grounds of age, gender, nationality, marital status, health or disability of employees.

## **2. Respect for human dignity**

The University of Pécs recognizes the right of every human being to live as a person of equal dignity, and with this in mind, respects the human dignity and individual values of employees in the course of employment. The University of Pécs, taking into account the interests of its employees, shall establish working conditions and working conditions that ensure respect for and preservation of human dignity.

## **3. Fair and flexible treatment**

Considering that the principles of non-discrimination, equal treatment and respect for human dignity are not sufficient to eliminate all existing inequalities that workers may face in the course of their employment, the signatories will develop positive, fair and flexible measures to improve and preserve the employment position of the people concerned. In this context, the parties undertake to adopt supportive measures to promote equal opportunities for women, workers over 40 years of age, workers of Roma identity and identifying themselves as minorities, workers with disabilities, workers with children/large families and workers bringing up children alone, in particular in the areas of training, job security, employment, social protection, employment protection and equal opportunities.

## **II. Snapshot**

The situation assessment data reflect the status in December 2022.

### **1. Data relating to employees**

- a) The University of Pécs has **7997 employees**, of which **5341 (66%) are women**.
- b) The proportion of employees over 40 years of age is high, with a total of **5003 employees (63%)**, of which **3315 are women (66%)**.
- c) In 2021, the number of employees with reduced working capacity is **181**, of which **119 (65%) are women**.
- d) In 2022, the University of Pécs will have **1022 employees** (or former civil servants), of whom **665 (65%) will be women**.

### **2. In the area of benefits:**

- a) The University of Pécs provides housing loans to eligible employees under the conditions set out in the Collective Agreement and subject to the need of the applicants, in accordance with the procedures set out therein, and has the right to allocate tenants on the basis of agreements with the City of Pécs County, in the exercise of which it takes into account the possibility of helping disadvantaged groups.
- b) The University of Pécs, with the cooperation of the trade unions operating at the university, offers preferential holiday opportunities for its employees. Family and social

situation is a priority in the assessment of applications, and the employer strives to support large families, single parents and those with low incomes.

- c) The University of Pécs supports socially disadvantaged employees in various forms (enrolment allowance, maternity allowance, funeral allowance, end-of-year allowance, children's camping allowance) from the fund allocated for welfare and social purposes in the Economic Plan approved by the Senate, on the basis of its Collective Agreement and special agreements with the representative bodies.
- d) The rules for the support of in-company training of employees are regulated by the Rector's order.
- e) The University of Pécs provides a legal aid service for employees.
- f) The University of Pécs operates a Support Service in order to improve the quality of life of university citizens with disabilities.

### **3. Educational level and position of employees**

- a) Of the employees of the University of Pécs, **4032 (50%) have a university degree.**
- b) Among the employees of the University of Pécs, **3387 (42%) have completed secondary education.**
- c) Of the employees, **387 (5%) have a managerial or higher managerial mandate.**

## **III. Specific goals**

In order to mitigate the disadvantages identified in the situation assessment and to fully ensure equal treatment, we aim to:

- 1. Review personnel processes to ensure compliance with equal treatment and to promote equal opportunities.
- 2. Improve working conditions, with particular emphasis on improving the situation of workers over 40, parents with young children and workers with reduced working capacity, with particular attention to the physical and ICT accessibility of buildings and workstations.
- 3. Promote equal access to training programmes, improving workers' qualifications and foreign language skills.
- 4. Extend as far as possible the benefits for workers with children.
- 5. In public events and communications related to development, the applicant should express an awareness of opportunities, i.e. seek to convey the university's inclusive approach and reduce existing prejudices against certain social groups.
- 6. In the case of infocommunications developments, the applicant should strive to make infocommunications accessible, seeking the necessary satisfactory and innovative means to achieve this.

## **IV. Specific programs, measures for each target group**

### **1. In the area of pay (benefits)**

- a) The Parties shall review the Collective Agreement in force as of 1st March 2017, as necessary, and shall amend the Collective Agreement, if necessary, in accordance with the procedure set out therein, paying particular attention to changes in legislation and to the benefits of employees.

*Beneficiaries: all groups*

*Deadline: according to the collective agreement*

*Responsible: parties to the collective agreement*

- b) The University of Pécs complies at all times with the legal provisions on remuneration for work, and provides the benefits provided by law to employees without discrimination.

*Beneficiaries: all groups*

*Deadline: continuous*

*Responsible: those exercising the power of an employer*

**2. In the field of working conditions (access to work equipment, working hours, health and safety)**

- a) The University of Pécs will make the workplace and work possible and accessible to employees with special needs on an equal basis, by making the workplace physically accessible, providing information about the workplace and work in a way that is understandable to all, and providing the necessary tools for people with disabilities to perform their work. To this end, it will develop a methodology for creating an up-to-date, change-tracking database on the state of physical and info-communication accessibility of buildings that is easy for the users concerned to understand, communicate and report on, and will prepare the necessary database.

*Beneficiaries: those with disabilities*

*Deadline: continuous*

*Responsible: organizational units*

- b) In order to meet the physical and health needs of employees and to promote a healthy lifestyle, the employer shall provide the occupational safety and health equipment and facilities specified in the legislation in force, as well as create the conditions for safe working conditions, and collect, communicate and develop the health prevention services available on campus. To this end, it regularly reviews its Occupational Health and Safety Policy, its Regulations on the Protection of Law Enforcement and Property and other relevant policies.

*Beneficiaries: all groups*

*Deadline: continuous*

*Responsible: organizational units*

- c) Through the Support Service, the University of Pécs facilitates the transport of university citizens with disabilities and the learning conditions of students.

*Beneficiaries: students with disabilities*

*Deadline: continuous*

*Responsible: Support Service*

- d) The employer provides the employees with ergonomically suitable working conditions and work equipment, depending on their financial possibilities.

*Beneficiaries: all groups*

*Deadline: continuous*

*Responsible: organizational units, Chancellory*

- e) The employer provides occupational health care, organises special screening tests, collects, communicates and develops health prevention services available at the university and enables disadvantaged and vulnerable groups to use them.

*Beneficiaries: all groups*

*Deadline: continuous*

*Responsible: organizational units*

- f) In order to facilitate the transition to retirement, the University of Pécs strives to develop solutions that take into account the interests of both employers and employees, and that allow employees to prepare for retirement and retirement living in the years before retirement. To this end, the employer draws up and disseminates information on the various retirement options.

*Beneficiaries: Women with 40 years of service, workers about to retire*

*Deadline: continuous*

*Responsible: Chancellory, those exercising the powers of an employer*

- g) The University of Pécs undertakes to comply at all times with the rules of labour law providing protection against termination of employment in the event of redundancies, to take into account the general objectives and ethical principles set out in Chapter I of the Equal Opportunities Plan, to inform employees of the opportunities offered by the law and to use them to the greatest extent possible.

*Beneficiaries: Most employees*

*Deadline: continuous*

*Responsible: Chancellory, those exercising the powers of an employer*

**3. In the field of career development (qualifications, recruitment, termination of employment)**

- a) The University of Pécs promotes equal opportunities for disadvantaged groups in the recruitment process, and to this end does not discriminate in terms of age, gender, nationality, ethnicity, clan status, religion and belief, political affiliation in job advertisements, in the definition of selection criteria for employment and in the selection of employees, except in cases of necessary discrimination clearly arising from the nature or nature of the employment. The University of Pécs shall place emphasis on the qualifications, skills, abilities, skills and experience required for the performance of the job when establishing the employment relationship.

*Beneficiaries: all groups*

*Deadline: continuous*

*Responsible: organizational units*

- b) The University of Pécs considers it important to support the career development of its employees within the University. To this end, the University of Pécs ensures equal access to advertised vacancies for its employees, where justified by the duties of the post, and ensures that employees are given preference in recruitment.

*Beneficiaries: all groups*

*Deadline: continuous*

*Responsible: organizational units, Chancellory*

- c) The employer shall fully comply with the relevant legislation in the career advancement of employees and shall ensure the rights provided for by law to all employees equally and without discrimination.

*Beneficiaries: all groups*

*Deadline: continuous*

*Responsible: organizational units, Chancellory*

- d) The University of Pécs undertakes to continue to act in full compliance with the provisions of Act I of 2012 on the Labour Code on the legal status of employees, in accordance with the conditions set out therein, in the event of any future redundancies.

*Beneficiaries: all groups*

*Deadline: in accordance with the schedule*

*Responsible: Chancellory, those exercising the powers of an employer*

**4. Promoting equal access to training programs, equal opportunities in training and education**

- a) The University of Pécs shall provide lifelong learning opportunities in order to increase the knowledge and skills of its employees. To this end, it allows participation in training courses that support the performance of the job and contribute to professional advancement regardless of age, gender, marital status, the financial possibilities of the department and the workplace.
- b) The University of Pécs continuously assesses the learning, further education and development needs of its employees and strives to support the training of employees as widely as possible, paying special attention to the training of disadvantaged employees.
- c) In accordance with the Labour Code and the University regulations in force, the University of Pécs provides employees with the time off necessary for the continuation of their studies on the basis of a study contract to be negotiated with the employees, and contributes to the costs of training. The rules for the support of training courses pursued by employees at the University of Pécs with reimbursement of costs and at their own expense are laid down in the Rector's Instructions.

*Beneficiaries: all groups*

*Deadline: continuous*

*Responsible: organizational units*

**5. In the area of benefits for employees with children or extended families**

- a) The University of Pécs takes into account the distance of the employee's place of residence from the workplace, the coordination of family and work obligations when establishing working hours, and to this end endeavours to adapt working hours to the opening hours of educational and training institutions, and takes school and kindergarten breaks into account when taking leave.

*Beneficiaries: families*

*Deadline: continuous*

*Responsible: organizational units*

- b) The University of Pécs strives to provide various benefits and discounts to employees with children, single parents and young people starting their careers (according to their living situation, school start-up support, housing maintenance support, employer housing loan, reduced holiday, social assistance, etc.)

*Beneficiaries: families, entrants*

*Deadline: continuous*

*Responsible: organizational units*

- c) The University of Pécs regards employees on maternity/childcare leave as equal employees and maintains continuous contact with them during the period of childcare absence.

*Beneficiaries: families,*

*Deadline: continuous*

*Responsible: organizational units*

- d) The University of Pécs maintains a day-care centre for children under the age of three and a kindergarten as a public educational institution, which provide day-care and kindergarten education and care for children in accordance with their founding documents and operating licences. The children of university staff members shall have priority in admission to nursery schools and kindergartens.

*Beneficiaries: families,*

*Deadline: continuous*

*Responsible: Practical Primary School, Secondary School, Secondary Technical School and Kindergarten of the University of Pécs*

**V. Bodies involved in the implementation of the Equal Opportunities Plan and the procedure to be followed to ensure compliance with equal treatment and equal opportunities**

1. The implementation of the University of Pécs Equal Opportunities Plan is monitored by the Works Council and the Equal Opportunities Committee.  
The rules concerning the composition, operation, duties and competences of the Equal Opportunities Committee are contained in the Rector's and Chancellor's Instruction No. 2/2019 on the Rules for the Establishment of Non-Senate Standing Committees and Ad hoc Working Groups at the University of Pécs.  
The Equal Opportunities Committee shall assist in the investigation of complaints regarding violations of equal treatment, harassment, discrimination, and violations of equal opportunities legislation and this Plan, and in the procedure to be applied to ensure equal opportunities.  
The Equal Opportunities Committee and the Works Council may initiate an investigation with the Rector of the University of Pécs in the case of a violation of the law affecting a large group of employees without any notification or complaint.
2. In order to ensure equal treatment and equal opportunities, the University of Pécs provides employees with the opportunity to lodge complaints in the following ways. In the event of violation of equal treatment, harassment, unlawful segregation, retaliation, all employees may, without discrimination, turn to the Equal Opportunities Committee, the Works Council or the trade unions represented at the employer, which will submit the complaint to the employer within 8 days of its submission - in the case of a trade union complaint, after seeking the opinion of the Equal Opportunities Committee.



From the date on which the complaint is lodged with the employer until the matter has been resolved, and for a maximum of 8 days, the measure complained of may not be implemented.

If the parties concerned cannot reach an agreement during the above procedure, they may involve a mediator in the procedure, the costs of which must be agreed in an individual agreement.

Employees shall be informed of the outcome of the procedure.

If the procedure is still unsuccessful and the case cannot be resolved, the employee may appeal to the competent territorial tribunal.

3. In addition to the above, the University of Pécs has a University Ombudsman, whose general task is to support the non-discriminatory treatment of university citizens in accordance with the requirement of equal treatment and to facilitate the amicable settlement of their conflicts in the course of university operations, in accordance with Annex 55 of the Organizational and Operational Rules of the UP.

The Ombudsman may be approached by any citizen of the University if he/she perceives any of the following on the part of another citizen, decision-making forum or organisational unit of the University in relation to the operation of the University:

- a) the violation of equal opportunities
- b) discrimination
- c) violation of the right to a fair hearing
- d) violation of human dignity
- e) abuse of power
- f) violation of privacy
- g) harassment
- h) violation of the right to sexual autonomy

4. The Equal Opportunities Plan of the University of Pécs is adopted by the parties for the period between 1st January 2023 and 31st December 2023.

5. The implementation of the Equal Opportunities Plan will be monitored by the Equal Opportunities Committee.

The Equal Opportunities Committee shall examine the implementation of the Equal Opportunities Plan, the situation of equal treatment and equal opportunities in the workplace and shall report to the Rector on the results of its examination by 31 January 2024.

The deadline for adopting the Equal Opportunities Plan for the next period is 31 January 2024.

Until the adoption of the next periodic Equal Opportunities Plan, the parties consider themselves bound by this Equal Opportunities Plan.

The University of Pécs will publish the Equal Opportunities Plan on the University's website so that all its employees are aware of it. The heads of the organizational units shall ensure that the Equal Opportunities Plan is available and accessible to all employees.

The Equal Opportunities Plan of the University of Pécs is accepted by the parties by signing it in order to create equal opportunities in the workplace.

31st March 2023, Pécs

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