

ANNOUNCEMENT
of the Rector of the University of Wrocław
of 18 December 2020

on the announcement of the consolidated text of Ordinance No. 106/2020
of the Rector of the University of Wrocław of 18 August 2020 on the
introduction of non-discrimination policy at the University of Wrocław,
the determination of the operating rules of the Committee
for Equal Treatment at the University of Wrocław
and of the Ombudsperson for equality and non-discrimination matters at
the University of Wrocław

The consolidated text of Ordinance No. 106/2020 of the Rector of the University of Wrocław of 18 August 2020 on the introduction of the procedure for counteracting discrimination at the University of Wrocław, defining the rules of operation of the Commission for equal treatment at the University of Wrocław and the Ombudsperson for equal treatment and non-discrimination policy at the University of Wrocław, taking into account Ordinance No. 159/2020 of the Rector of the University of Wrocław of 18 December 2020, is announced in the Appendix to this announcement, amending Ordinance No. 106/2020 of the Rector of the University of Wrocław of 18 August 2020 on the introduction of non-discrimination policy at the University of Wrocław, the determination of the operating rules of the Committee for Equal Treatment at the University of Wrocław and of the Ombudsperson for equality and non-discrimination matters at the University of Wrocław.

prof. dr hab. Przemysław Wiszewski
R E C T O R

**ORDINANCE No. 106/2020
of the Rector of the University of Wrocław
of 18 August 2020**

**on the introduction of non-discrimination policy at the University of Wrocław,
the determination of the operating rules of the Committee for Equal Treatment
at the University of Wrocław and the Ombudsperson and representatives for
equality and non-discrimination at the University of Wrocław¹**

Pursuant to Article 23 sections 1 and 2 of the act of 20 July 2018 – Law on Higher Education and Science (consolidated text: Journal of Laws of 2020, item 85, as amended) in conjunction with § 12 section 3 item 9 letter o of the Resolution No. 102/2019 of the Senate of the University of Wrocław of 29 May 2019 on the adoption of the Statute of the University of Wrocław, it is hereby ordered as follows:

§ 1

The non-discrimination policy at the University of Wrocław, constituting Appendix No. 1 to this Ordinance, is hereby introduced.

§ 2

The operating rules of the Committee for Equal Treatment at the University of Wrocław, constituting Appendix No. 2 to this Ordinance, are hereby introduced.

§ 3

The operating rules of the Ombudsperson and representatives for equality and non-discrimination matters at the University of Wrocław, constituting Appendix No. 3 to this Ordinance, are hereby introduced.²

§ 4

The Ordinance shall come into effect as of the date of signature.

¹ In the wording established by § 1 point 1 of the Ordinance No. 159/2020 of the Rector of the University of Wrocław of 10 December 2020, amending Ordinance No. 106/2020 of the Rector of the University of Wrocław on the introduction of non-discrimination policy at the University of Wrocław, the determination of the operating rules of the Committee for Equal Treatment at the University of Wrocław and of the Ombudsperson for equality and non-discrimination matters at the University of Wrocław

² In the wording established by § 1 point 2 of the Ordinance referred to in reference 1.

Non-discrimination policy at the University of Wrocław

§ 1 Standards

The University of Wrocław, hereinafter referred to as UWr, is involved in the creation of social, educational, professional and scientific environment free from discrimination and harassment, based on the culture of integration, which promotes equality and values diversity and dignity of all individuals.

UWr does not tolerate any form of discrimination, harassment and victimisation and expects that all members of the academic community shall be treated with mutual respect, courtesy and equality.

The non-discrimination policy at the University of Wrocław, hereinafter referred to as the Policy, is not aimed at limiting or stopping the freedom of speech. Academic discourse should be carried out with respect and without violating the dignity of others. UWr attaches great importance to the freedom of speech, but also values mutual respect and deplores expressing hate towards any individual.

§ 2 Personal scope

1. The Policy applies to UWr students, PhD students and employees, including the persons performing work or services for UWr based on civil-law contracts, hereinafter referred to as the members of the academic community.
2. The Policy can be applied appropriately – to the extent directly related to the organisation and functioning of UWr – to other persons establishing legal relations with UWr.

§ 3 Definitions, prohibited acts and general principles

1. The procedure forbids any discrimination of students or PhD students, particularly based on sex, race, skin colour, ethnic or social origin, genetic traits, language, religion, belief, political and any other views, national minority membership, trade union membership, property, birth, disability, age or sexual orientation (non-discrimination of students and PhD students).
2. Unequal treatment of employees concerning the establishment and termination of employment, work conditions, promotion and access to training aimed at raising professional qualifications, particularly based on sex, age, disability, race, religion, nationality, political views, trade union membership, ethnic origin, belief, sexual orientation, employment for a definite or an indefinite period or on a full-time or part-time basis is forbidden (equal treatment of employees).
3. Manifestations of discrimination and unequal treatment are also the following:
 - 1) actions involving encouraging others to discriminate, treat unequally or harass or making them do so;
 - 2) unwanted behaviours whose purpose or result is the violation of the dignity of the members of the academic community and the creation of an intimidating, hostile, degrading, humiliating or disparaging atmosphere (harassment),
 - 3) unfavourable treatment of a member of the academic community who exercised their rights arising from the Policy or submitted a complaint connected with the unequal treatment, discrimination or harassment to an external entity or has been a witness in such proceedings (non-repression and non-retaliation),
 - 4) instigation, justification and/or incitement of violence and hate in the form of verbal or non-verbal communication which includes hostility towards specific individuals or groups identified based on certain attributes, particularly sex, race, skin colour, ethnic or social origin, appearance, language, religion, belief, political and any other views, national minority membership, trade union membership, property, birth, disability, age or sexual orientation (hate speech).

the procedure forbids any discrimination of students or PhD students, particularly based on sex, race, skin colour, ethnic or social origin, genetic traits, language, religion, belief, political and any other views, national minority membership, trade union membership, property, birth, disability, age or sexual orientation (non-discrimination of students and PhD students).

4. Sexual harassment or discrimination based on sex includes any unwanted sexual behaviour or any behaviour related to sex or identity of a member of the academic community, whose purpose or result is the violation of their dignity, particularly through the creation of intimidating, hostile, degrading, humiliating or disparaging atmosphere, and such behaviour can involve physical, verbal and non-verbal elements (sexual harassment).
5. An example of harassment or sexual harassment can be:
 - 1) abusing the relationship of dependency or taking advantage of one's vulnerable situation or making benefits (for example a grade, promotion or raise, other benefit, continuation of employment, waiver of penalty or the basis for a favourable decision) conditional upon sexual favours, and also unfavourable treatment in the case of a refusal (sexual blackmail *quid pro quo*),
 - 2) disclosing or a threat of disclosing to others a sexual relationship, sexual orientation or disability without the consent of the person concerned,
 - 3) purposeful use of the incorrect name or pronoun towards a transgender person or invoking their gender identity,
 - 4) harassing, creating a sense of danger justified by circumstances, humiliating and seriously invading the privacy of a member of the academic community, including monitoring their use of the Internet or other forms of communication without their consent, and also impersonating a member of the academic community, using their image or other personal details without their consent (*stalking*).
6. Submission of a member of the academic community to unequal treatment, harassment or sexual harassment cannot result in any negative consequences for them.
7. The actions aimed at ensuring equal opportunities for the individuals distinguished by at least one of the attributes specified in § 3 sections 1-2 of the Policy is not deemed as the violation of the equal treatment rule, by reducing the inequality in their favour.

§ 4 Request to resolve a case informally³

1. Each member of the academic community may submit in writing or via institutional e-mail a request to resolve a case informally to the Ombudsperson for equality and non-discrimination matters at the UWr, hereinafter referred to as the Ombudsperson for equality and non-discrimination matters at the UWr, hereinafter referred to as the Ombudsperson, or to the representative of the dean/of the head of a non-departmental unit for equal treatment and non-discrimination matters, hereinafter referred to as the representative of the dean/of the head of a non-departmental unit. The application should specify the person whose act is the subject of the request, person whose legal interest may have been directly infringed or jeopardised by this act, hereinafter referred to as the injured party, and describe allegations as well as present the evidence. The request must concern the situation which occurred at UWr premises or was functionally connected with its operation. The template for a request to resolve a case informally constitutes **Appendix No. 1** to this Policy.
2. The jurisdiction of the representative of the dean/of the head of a non-departmental unit for equal treatment and non-discrimination matters is determined by the affiliation of the aggrieved person to the UWr unit where he/she studies or performs his/her duties. If the victim studies or performs duties in at least two UWr units,

³ in the wording established by § 2 point 1 of the Ordinance referred to in reference 1.

- jurisdiction is determined by the place where the act was committed.
3. After the receipt of the application the Ombudsperson or the representative of the dean/of the head of a non-departmental unit meets the applicant, the injured party and the person whose act is the subject of the request in separate meetings in order to receive explanations, mediate and find a mutually agreed solution of the matter. The Ombudsperson or the representative of the dean/of the head of a non-departmental unit may also meet with other individuals if necessary.
 4. Informal proceedings should not take more than 21 days from the date of the receipt of the application.
 5. Either the Ombudsperson or the representative of the dean/of the head of a non-departmental unit may recommend to the Rector the introduction of appropriate safeguards to protect the university environment.
 6. Persons participating in informal proceedings are required to maintain confidentiality.
 7. In the event of an agreement, its content and terms shall be included in a record containing a brief description of the charges and instruction on the consequences of its violation or non-implementation, signed by the parties and the Ombudsperson or the representative of the dean/of the head of a non-departmental unit. The form of the record of agreement is attached as **Appendix No. 2** to this Procedure.
 8. Violation or non-performance of the terms of the agreement shall constitute a violation of this Procedure. In the event of a violation or non-implementation of the agreement, the aggrieved person may file a request as referred to in § 5 of the procedure.
 9. Until the record of agreement is signed, the aggrieved person may withdraw the request for informal resolution and file a formal complaint as described in § 5 of the Procedure.
 10. The Ombudsperson or the representative of the dean/of the head of a non-departmental unit shall be obliged to inform the Chairperson of the UWr Committee for Equal Treatment, hereinafter referred to as the Chairperson, of the manner in which the informal proceedings were concluded.

§ 5 Formal complaint procedure

1. Each member of the academic community who:
 - 1) does not want to use the procedure for informal resolution of their case;
 - 2) has been a party to the informal proceedings which did not conclude with a settlement;
 - 3) has been a witness to or knows about a violation of the equal treatment, non-discrimination or anti-harassment rule;
prohibition of discrimination or prohibition of harassment;
 - 4) has been a party to a settlement referred to in § 4 section 7 of the Policy which has been infringed or not executedmay submit a request to initiate formal complaint proceedings according to the rules specified below.
2. The application for the initiation of formal complaint proceedings shall be addressed to the UWr Committee for Equal Treatment via the General Office in two copies or using the electronic form available on the UWr website.
3. The request shall identify the applicant, the person whose act is the subject of the request, the injured party, the description of the allegations, and point out any witnesses and/or evidence. The application must concern the situation which occurred at the UWr premises or was functionally connected with its operation. The template for the initiation of formal complaint proceedings constitutes **Appendix No. 3** to this Policy.
4. The Chairperson of the UWr Committee for Equal Treatment , hereinafter referred to as the Chairperson, shall forward one copy of the application to the Ombudsperson.
5. The Chairperson, after a preliminary analysis of the request, no longer than 14 days from the date of its receipt, informs the applicant on:

- 1) the refusal to initiate formal complaint proceedings and about the option to submit a motion for reconsideration of the request within 7 days from the date of the receipt of the refusal;
 - 2) the initiation of formal complaint proceedings.
6. The template of a motion for reconsideration constitutes **Appendix No. 4** to this Policy.
7. The Chairperson is obliged to inform the Ombudsperson:
 - 1) on the refusal to initiate formal complaint proceedings;
 - 2) on the outcome of the motion for reconsideration, if one has been submitted;
 - 3) on the initiation of formal complaint proceedings.
8. The Chairperson is obliged to inform the injured party and the person whose act is the subject of the request on the initiation of formal complaint proceedings.
9. If formal complaint proceedings have been initiated, the Chairperson designates from among the members of the Committee for Equal Treatment – section for investigation a person who shall conduct the investigation, and also from among the members of the Committee for Equal Treatment – section for adjudication a three-member adjudicating panel of first instance and another three-member adjudicating panel for the motion for reconsideration. The parties or the designated members of the UWr Committee for Equal Treatment may submit requests on the exclusion of the Committee members to the Chairperson pursuant to Article 24 section 1 or Article 25 section 1 of the act of 14 June 1960 – Code of Administrative Proceedings (consolidated text: Journal of Laws of 2020, item 256, as amended), hereinafter referred to as the Code of Administrative Proceedings. In the decision on the exclusion of some Committee members the Chairperson may delegate other persons to fulfill their duties, if they meet the election criteria provided for the Committee members.
10. Formal complaint proceedings should not take more than 45 days from the date of submission of the request on its initiation.
11. The Chairperson of the Committee or the adjudicating panel may in any moment refer the parties for mediation, which should not take more than 21 days from the date the decision on the referral was made. The referral of the parties for mediation suspends all procedural steps and the date referred to in section 10.
12. The mediation is carried out by an academic teacher appointed by the Chairperson, with scientific output or experience in mediation, or an external mediator.
13. If a settlement is reached as the result of the mediation, its contents and conditions are included in the record describing the allegations and the instruction on the consequences of its breach and a failure to execute it, signed by the parties and the mediator. The settlement record form constitutes **Appendix No. 5** of this Policy.
14. If the settlement is breached and not executed, the injured party may submit a request to the Rector on the initiation of appropriate disciplinary proceedings.
15. Before and after initiating formal complaint proceedings, the Rector, at the request of the adjudicating panel, may take justified and appropriate security measures in order to protect the safety of the members of the academic community in order to ensure the correct course of formal complaint proceedings or stop repression and retaliation. At the adjudicating panel's request the opinions in the case may be issued by the designated members of the academic community, particularly the heads of the units or experts in psychology, psychiatry or law.
16. The person carrying out the investigation immediately:
 - 1) hears out the applicant;
 - 2) hears out the injured party;
 - 3) hears out the person whose act is the subject of the investigation;
 - 4) hears out the witnesses;
 - 5) puts forward other evidence relevant to the resolution of the case.
17. The person being heard should be allowed to speak freely within the limits set out by the purpose of a given procedure, and then questions may be asked to supplement, explain, and verify the testimony and the evidence. The questions

cannot suggest the answers.

18. A record of the hearing should be drawn. The record is made in a way that allows one to identify who, when and where carried out specific actions, who and by virtue of what title was present, what was determined as the result of those proceedings and how and what remarks were submitted by the individuals present. The record is read to all who are present and participating in the proceeding and then signed by them. A refusal to sign or a lack of a signature should be noted in the record.
19. The injured person and the person whose act is being investigated have equal rights to:
 - 1) provide explanations;
 - 2) refuse to provide explanations;
 - 3) refuse to answer individual questions;
 - 4) receive the assistance of a chosen attorney;
 - 5) in the case of employees, be heard out in the presence of a trade union representative they selected, and in the case of students or PhD students in the presence of a student or PhD student government representative they selected;
 - 6) submit motions of evidence;
 - 7) examine the collected evidence.
20. Before the injured person and the person whose act is being investigated are heard out, they should be instructed on their rights and obligations. Both individuals sign a declaration stating that they have been instructed on their rights and obligations. The instruction constitutes **Appendix No. 6** to this Policy.
21. An unjustified failure to appear of the person whose act is being investigated or their attorney does not restrict further proceedings.
22. The person carrying out the investigation does not take into consideration a motion for evidence if the evidence:
 - 1) is to show incontestable facts or facts that are irrelevant to the case or which have been substantiated according to the applicant's claim;
 - 2) is impossible to examine;
 - 3) is aimed at prolonging the proceedings.
23. After carrying out the proceedings, the person conducting the investigation presents a draft report of the proceedings to the parties and gives them 7 days to submit their replies to the draft.
24. Having read the replies, the person conducting the investigation submits the final version of the report with the case files to the appointed adjudicating panel of the first instance. If the adjudicating panel determines that additional investigations are required, it conducts them on their own, using the provisions on investigations as appropriate.
25. Based on the examination of the case, the adjudicating panel of the first instance of the UWr Committee for Equal Treatment issues a ruling on:
 - 1) the identification of a breach of this Policy and the submission of the case to the Rector in order to initiate appropriate disciplinary proceedings,
 - 2) the identification of a breach of this Policy and the recommendation to terminate the employment contract at the employee's fault due to their serious infringement of basic employee obligations or to terminate the employment contract with notice,
 - 3) the identification of a breach of this Policy,
 - 4) the discontinuation of formal complaint proceedings, if the act was not committed or there is a lack of data sufficiently justifying the allegation that the offence was committed or if the act does not carry the attributes of a prohibited act in the meaning of this Policy.
26. If a breach of this Policy is identified, the adjudicating panel of the first instance of the UWr Committee for Equal Treatment may additionally instruct relevant persons or organisational units to introduce measures aimed at the elimination of discrimination, unequal treatment, harassment or sexual harassment from the

- academic community, including to require that training is carried out or psychological support provided, it may also recommend to introduce organisational changes or changes in the course of studies, or others.
27. The adjudicating panel of first instance of UWr Committee for Equal Treatment is obliged to provide the Rector and the Ombudsperson a copy of every ruling referred to in § 5 sections 25-26.
 28. The elements of the ruling must comply with Article 107 § 1 of the Code of Administrative Proceedings. The justification must meet the requirements of Article 107 § 3 of the Code of Administrative Proceedings. The ruling is delivered to the parties, and its additional copy – to the Rector and to the Ombudsperson.

§ 6

Motion for reconsideration

1. A party may submit a motion for reconsideration of the ruling of the adjudicating panel of the first instance of UWr Committee for Equal Treatment within 14 days from the receipt of the ruling.
2. The grounds for reconsideration may be:
 - 1) a breach of the procedure, if it may have significantly affected the outcome of the case,
 - 2) a breach of substantive law which affected the outcome of the case,
 - 3) new facts and evidence of considerable significance for the outcome of the case, if the complainant could not invoke them before the issuance of the contested ruling.
3. The UWr Committee for Equal Treatment informs the remaining parties about the submission of the motion for reconsideration by delivering a copy of the motion and requests that comments on it are provided within 3 days from its receipt. The copy is also delivered to the Rector and the Ombudsperson.
4. If the adjudicating panel of the first instance of the UWr Committee for Equal Treatment determines that additional investigations are required, it conducts them on their own, using the provisions on investigations as appropriate.
5. The reconsideration of the case should not take more than 14 days from the date the motion was submitted.
6. After the reconsideration of the case and based on the examination of the case the adjudicating panel of the UWr Committee for Equal Treatment issues upon the retrial a ruling on:
 - 1) upholding the contested ruling or
 - 2) repealing the contested ruling in full or in part, and in that regard, it rules on the facts in accordance with the principles laid down in § 5 sections 25-26 of this Policy,
 - 3) discontinuing the investigation initiated by the motion for reconsideration.
7. The elements of the ruling must comply with Article 107 § 1 of the Code of Administrative Proceedings, and the justification must meet the requirements of Article 107 § 3 of the Code of Administrative Proceedings. The ruling is delivered to the parties, and its additional copies are delivered to the Rector and the Ombudsperson.
8. The ruling issued as the result of the examination of the motion for reconsideration is final.

§ 7

Misuse of law

If the formal complaint proceedings show that the motion constitutes a misuse of law and the applicant falsely accused the person whose act was the subject of the request, they may be subject to disciplinary or regulatory liability.

Template of a request to resolve a case informally

**Ombudsperson for equal treatment
and non-discrimination matters at the
UWr/the representative of the dean/of
the head of a non-departmental unit**

.....

(unit name)

**for equal treatment
and non-discrimination matters***

I request to resolve a case informally in relation to an alleged act that infringes the principle of equal treatment and anti-harassment or sexual harassment rule committed by (name and surname of the person whose act is the subject of the request, name of the faculty and/or the organisational unit) to the detriment of

.....
(name and surname of the injured person, name of the faculty and/or the organisational unit).

Succinct description of the infringement of the principle of equal treatment and anti-harassment or sexual harassment rule (place and time the offence was committed, its circumstances, description of the act and its consequences):

.....
.....
.....
.....
.....

I present the following evidence:

- 1) witnesses:
 - a)
(name and surname, name of the faculty and/or the organisational unit)
(...)
- 2) documents:
 - a)
(date of drafting and title of the document)
(...)
- 3) other evidence:
 - a)
(identification)
(...)

* delete as appropriate

⁴In the wording established by § 2 point 2 of the Ordinance referred to in reference 1.

Settlement Record Form

On, in Wrocław,
by

.....
(name and surname of the person whose act is the subject of the request, name of the
faculty and/or the organisational unit)

and between

.....
(name and surname of the injured person, name of the faculty and/or the organisational
unit)

in the presence of the UWr Ombudsperson for equal treatment and non-discrimination
matters/the representative of the dean/of the head of a non-departmental unit
..... (name of unit) for equal treatment
and non-discrimination matters*
the following settlement has been concluded:

1/ Contents and conditions of the settlement

.....
.....
.....
.....
.....
.....

2/ Brief description of the allegations

.....
.....

3/ The parties have been instructed by the UWr Ombudsperson for equal treatment and
non-discrimination matters/the representative of the dean/of the head of a non-
departmental unit for equal treatment and non-discrimination matters* that a breach or
a failure to execute the conditions of the settlement constitutes an infringement of the
equal treatment, non-discrimination and non-harassment Policy, which the parties
confirm with their signatures below.

.....

.....

(signature of the person whose act is the subject of the request) (injured person's signature)

.....
Ombudsperson for equal treatment and non-discrimination matters at the UWr/
the representative of the dean/of the head of a non-departmental unit for equal
treatment and non-discrimination matters

* delete as appropriate

⁵In the wording established by § 2 point 3 of the Ordinance referred to in reference 1.

Template of a request to initiate formal complaint proceedings

Wrocław,

.....
.....
.....
.....

(applicant's name and surname, name of the faculty and/or the organisational unit)

UWr Committee for Equal Treatment

I request the initiation of formal complaint proceedings in relation to an alleged act that infringes the principle of equal treatment and anti-harassment or sexual harassment rule committed by (name and surname of the person whose act is the subject of the request, name of the faculty and/or the organisational unit) to the detriment of (name and surname of the injured person, name of the faculty and/or the organisational unit).

Succinct description of the infringement of the principle of equal treatment and anti-harassment or sexual harassment rule (place and time the offence was committed, its circumstances, description of the act and its consequences):

.....
.....
.....
.....
.....
.....
.....
.....
.....
.....

I present the following evidence:

1) witnesses:

a)
(name and surname, name of the faculty and/or the organisational unit)
(...)

2) documents:

a)
(date of drafting and title of document)
(...)

3) other evidence:

a)
(identification)
(...)

.....
(applicant's name and surname)

**Template of a motion for reconsideration of
a request to initiate formal complaint proceedings**

Wrocław,

.....
.....
.....
.....

(applicant's name and surname, name of the faculty and/or the organisational unit)

**Chairperson of the UWr
Committee for Equal Treatment**

I request reconsideration of the motion to initiate formal complaint proceedings and complete repeal of the contested refusal dated, reference number, and the initiation of formal complaint proceedings in the case.

JUSTIFICATION

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.....
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.....
.....
.....
.....

(brief description of the allegations and their justification, invocation of new facts and evidence)

.....
(applicant's name and surname)

Settlement Record Form

On, in Wrocław
by

..... (name and surname of the person
whose act is the subject of the request, name of the faculty and/or the organisational unit)
and between

.....
(name and surname of the injured person, name of the faculty and/or the organisational
unit)

in the presence of the mediator the following settlement has been
concluded:

1/ Contents and conditions of the settlement

.....
.....
.....
.....
.....
.....

2/ Brief description of the allegations

.....
.....

3/ The mediator instructed the parties that a breach or failure to execute the conditions of
the settlement constitutes an infringement of the equal treatment, non-discrimination, and
non-harassment policy, which the parties confirm with their signatures below.

.....

.....

(signature of the person whose act is the subject of the request)

(injured person's signature)

.....

mediator

Instruction Form

The injured person and the person whose act is being investigated have the following rights:

1. The right to provide explanations.
2. The right to refuse to provide explanations.
3. The right to refuse to answer individual questions.
4. The right to receive the assistance of a chosen attorney.
5. In the case of employees, the right to be heard out in the presence of a trade union representative they selected, and in the case of students or PhD students in the presence of a student or PhD student government representative they selected.
6. The right to submit motions of evidence.
7. The right to examine the collected evidence.

I confirm the receipt of the instruction:

.....
(date, city, legible signature)

Operating rules of the Committee for Equal Treatment of the University of Wrocław

§ 1

1. The UWr Committee for Equal Treatment, hereinafter referred to as the Committee, is hereby appointed at the University of Wrocław, hereinafter referred to as the UWr.
2. The Committee consists of 12 members, including seven academic teachers, three members of non-academic staff, one student representative, and one PhD representative.
3. Only a person of impeccable character whose conduct to date guarantees the correct performance of entrusted tasks can become a member of the Committee.
4. The Rector appoints the members of the Committee in agreement with the Rector-Elect. The Committee members' term of office begins on 1 September, the year the Rector's term of office starts, and lasts for 4 years.
5. The Rector appoints the Chairperson of the Committee in agreement with the Rector-Elect.
6. A Committee member's mandate expires:
 - a) at the end of the term,
 - b) with the death of a Committee member,
 - c) in the case of a dismissal by the Rector.
7. A dismissal of a Committee member may occur in particular if:
 - a) a Committee member resigns from their function,
 - b) termination or expiration of the employment relationship;
 - c) conviction by a final judgment for an intentional crime or an intentional fiscal crime;
 - d) a final disciplinary penalty;
 - e) illness that prevents the performance of duties or long-term travel or other absence that prevents the performance of duties;
8. The Committee consists of a two-person section for investigation and a ten-person section for adjudication.
9. In the appointment, the Rector delegates individual members to the section for investigation or the section for adjudication.
10. The task of the section for investigation is to conduct investigations in accordance with the rules set out in the non-discrimination policy of the UWr.
11. The task of the section for adjudication is to act and issue rulings in accordance with the rules set out in the non-discrimination policy of the UWr.

§ 2

Other tasks of the Committee include:

- 1) taking action to safeguard equal treatment and equal opportunities for the entire academic community;
- 2) taking action to raise awareness about the principle of equal treatment, in particular in the form of meetings or training sessions for the academic community;
- 3) taking action aimed at eliminating all forms of discrimination and unequal treatment at the UWr;
- 4) supporting the academic community in the implementation of applicable anti-discrimination policies.

§ 3

1. The Committee may issue opinions on the matters referred to in § 2 of this act in the form of resolutions, by a simple majority of votes, after having heard the opinions of all persons participating in the meeting.
2. Only the persons invited by the Chairperson may participate in the Committee meetings, without the right to vote.
3. The Chairperson convenes a Committee meeting routinely every six months or at the written request of half of the Committee members or the Rector.

§ 4

All members of the academic community are obliged to cooperate, provide support and answer the queries of the Committee members regarding duties they perform.

§ 5

1. Members of the Commission are obliged to respect confidentiality in the scope of the matters under consideration.
2. The meeting of representatives may act by means of university remote communication.

**Operating rules of the Ombudsperson and the
representatives for equal treatment and non-
discrimination matters at the University of Wrocław**

§ 1

1. The Ombudsperson for equal treatment and non-discrimination matters at the University of Wrocław, hereinafter referred to as the Ombudsperson, is appointed by the Rector of the University of Wrocław for the period covering the Rector's term of office.
2. The Ombudsperson's tasks include:
 - 1) conducting proceedings on the informal resolution of cases in accordance with the rules described in the non-discrimination policy at the University of Wrocław;
 - 2) taking action to safeguard equal treatment and equal opportunities for the entire academic community;
 - 3) taking action to raise awareness about the principle of equal treatment, in particular in the form of meetings or training sessions for the academic community;
 - 4) taking action aimed at eliminating all forms of discrimination and unequal treatment at the UWr;
 - 5) supporting the academic community in the implementation of applicable anti-discrimination policies.

§ 2

1. The members of the academic community who believe that they have been victims of discrimination, harassment or sexual harassment or have witnessed such events may contact the Ombudsperson or the representative of the dean/of the head of a non-departmental unit in order to obtain any necessary information. Also other persons establishing legal relations with the UWr may exercise this right to the extent directly related to the organisation and functioning of the UWr.
2. The information provided to the Ombudsperson or the representative of the dean/of the head of a non-departmental unit and the communication with them is confidential.
3. All academic community members are obliged to cooperate, provide support and answer the Ombudsperson's queries.
4. The Ombudsperson or the representative of the dean/of the head of a non-departmental unit is obliged to consider justified interests of all persons concerned.
5. The Ombudsperson or the representative of the dean/of the head of a non-departmental unit can talk with the persons concerned, consult, mediate, identify the problem, present the methods for its resolution, and clarify the relevant circumstances of the case.
6. The Ombudsperson and representatives of the deans/of the heads of a non-departmental unit for equal treatment and non-discrimination matters act impartially and treat each person and case objectively. In a particular case, the Ombudsperson and representatives of the deans/of the heads of a non-departmental unit for equal treatment and non-discrimination matters do not act on behalf of the UWr or an individual but advocate for fair procedure. The Ombudsperson and representatives of the deans/of the heads of a non-departmental unit for equal treatment and non-discrimination matters cannot benefit from solving a particular problem.
7. The Ombudsperson or the representative of the dean/of the head of a non-departmental unit cannot be a witness in formal complaint proceedings, if they provided legal counsel to a party of the proceedings.

⁶In the wording established by § 3 point of the Ordinance referred to in reference 1.

8. The Ombudsperson examines procedural and institutional irregularities regarding discrimination, harassment and sexual harassment and/or identifies the sources of problems hindering the efficient functioning of the UWr.
9. The Ombudsperson provides the Rector with information and recommendations for necessary changes aimed at improving the UWr's performance regarding equal treatment and non-discrimination in the institution.
10. The Ombudsperson and representatives of the deans/of the heads of a non-departmental unit for equal treatment and non-discrimination matters avoid situations where a conflict of interests may arise.
11. The Ombudsperson and representatives of the deans/of the heads of a non-departmental unit for equal treatment and non-discrimination matters cannot serve additional functions at the UWr which might affect their neutrality.

§ 3

1. The Dean appoints a representative for equal treatment and non-discrimination matters for the term of office of the Dean.
2. The head of the non-departmental unit (all-university, interdepartmental, interuniversity) may appoint a representative for equal treatment and non-discrimination matters for the term of office of the Rector.
3. The representative of the dean/of the head of a non-departmental unit for equal treatment and non-discrimination matters shall have, within the relevant unit, the powers of the Ombudsperson for equal treatment and non-discrimination matters at the University of Wrocław.
4. The Ombudsperson for Equal Treatment and Non-Discrimination Matters at the University of Wrocław may convene meetings of representatives of the deans/of the heads of non-departmental units for equal treatment and non-discrimination matters, hereinafter referred to as the meeting of representatives.
5. The meeting of representatives may express opinions on the matters referred to in § 1, section 2 by a simple majority, after hearing the opinions of all persons participating in the meeting.
6. The meeting of representatives for equal treatment and non-discrimination matters may also be attended by persons invited by the Ombudsperson for equal treatment and non-discrimination matters at the University of Wrocław.
7. The meeting of representatives may act by means of university remote communication.