

NAME OF POLICY: **EQUALITY, DIVERSITY, INCLUSION AND ANTI-DISCRIMINATION**

INTRODUCTION

1.1 PURPOSE

This policy describes the anti-harassment measures at Universiti Kebangsaan Malaysia (UKM) for the university to be in line with the Sustainable Development Goals (SDGs) on both national and international levels.

1.2 SCOPE OF APPLICABILITY OF THE POLICY

This policy is applicable to all UKM citizens, encompassing students, university staff, and stakeholders engaging in university activities.

1.3 DEFINITIONS

WORDS/TERMS	DEFINITIONS
UKM	Universiti Kebangsaan Malaysia (The National University of Malaysia), which includes the university itself, Chancellor Tuanku Muhriz Hospital, and Tuanku Ampuan Besar Tuanku Aishah Rohani Hospital, which is UKM Children's Specialist Hospital.
Responsibility Center	Responsibility Centre is an entity operating within UKM.

1.4 LEGAL CONTEXT

NO.	NAME OF DOCUMENT	REFERENCE CLAUSE	POLICIES
1	Federal Constitution of Malaysia https://www.jac.gov.my/spk/images/stories/10_akta/perlembagaan_persekutuan/federal_constitution.pdf	Article 8, Basic Rights, Clause 2	Equality, Diversity, Inclusiveness and Anti-Discrimination

2	UKM Disability Inclusion Policy 2019 https://www.ukm.my/pendaftar/poli-isi-inklusif-oku-ukm/	All documents	Inclusive
3.	Term and conditions/Criteria for Promotion 2015 https://enaikpangkat.ukm.my/	All documents	Equality, Diversity, Inclusiveness and Anti-Discrimination
4.	Entry Requirements Booklet for UKM Undergraduate Program for the Academic Session 2023/2024 https://www.ukm.my/akademik/wp-content/uploads/2023/03/3.-Buku-Syarat-Prasiswazah-23-24-final_compressed.pdf	All documents	Equality, Diversity, Inclusiveness and Anti-Discrimination
5.	Entry Requirements Booklet for UKM Graduate Program for the Academic Session 2023/2024 https://www.ukm.my/akademik/wp-content/uploads/2023/04/brosur-BI-Sem-1-20232024-v2.pdf	All documents	Equality, Diversity, Inclusiveness and Anti-Discrimination
6.	Regulations for Undergraduate Studies at Universiti Kebangsaan Malaysia 2020. https://www.ukm.my/akademik/wp-content/uploads/2020/09/Peraturan-UKM-Pengajian-Sarjana-Muda-2020.pdf	All documents	Equality, Diversity, Inclusiveness and Anti-Discrimination
7.	Regulations for Graduate Studies at Universiti Kebangsaan Malaysia 2020. https://www.ukm.my/akademik/wp-content/uploads/2023/04/UKM-Regulations-Graduate-Studies-2021_compressed.pdf	All documents	Equality, Diversity, Inclusiveness and Anti-Discrimination
8.	Circular on Human Resources Services, issued by the Department of Public Service Malaysia. https://docs.jpa.gov.my/ppsm/	All documents	Equality, Diversity, Inclusiveness and Anti-Discrimination

9.	Performance-Based Annual Staff Appraisal https://apps.mu.ukm.my/sppu/dashboard/individual	All documents	Equality, Diversity, Inclusiveness and Anti-Discrimination
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1.5 POLICY PRINCIPLES

1.5.1 This policy must be adhered to and implemented through a comprehensive and targeted initiative for all university citizens and in all university activities.

1.5.2 The university is committed to ensuring equal treatment for all its citizens and stakeholders in every aspect.

POLICY STATEMENT

2.1 University citizens should uphold the principles of equality, diversity, inclusiveness and anti-discrimination in their daily work, teaching and learning, research and management in terms of equal rights, opportunities, recognition and inclusivity for all.

2.2 Equality pertains to all individuals, regardless of gender, culture, race, ethnicity, physical condition, age, language, religion, nationality, family and marital status, and any other characteristics protected under Malaysian Law.

2.3 Diversity encompasses a wide range of characteristics, such as different genders, ages, races, religions, nationalities, marital status, pregnant women, and individuals with disabilities.

2.4 Inclusive refers to practices and behaviors that promote the unity and integration of every individual within this University, such as practicing equality in all university activities.

2.5 Anti-discrimination ensures the absence of discrimination, harassment, bullying, and violence within the university.

2.6 University citizens should ensure that there is no discrimination, harassment and violence on campus.

2.7 Equality in education, research, and employment, regardless of gender or race.

- 2.8 The decision-making committee/body should encourage the involvement of parties from diverse backgrounds in the decision-making process.
- 2.9 University citizens consistently provide support to students and staff requiring special assistance, irrespective of their diverse backgrounds.
- 2.10 Concerning careers, the University must regularly review recruitment conditions/criteria, promotion processes, performance management, work target setting, talent management, succession plans, and training and development programs to prevent any form of discrimination or bias.
- 2.11 The University will cater to the needs of citizens and all related parties in due respect to their diversity, as long as it does not violate the provisions of law and policy at both the ministry and Malaysian levels.

POLICY EXECUTIVE

3.1 ACCOUNTABILITY

RESPONSIBILITY CENTRE
All Responsibility Centres in UKM

GOVERNANCE

4.1 POLICY OWNER AND MANAGER OF POLICY DOCUMENT

POLICY OWNER AND ENFORCEMENT	<ul style="list-style-type: none"> ● Benefits and Administrative Division, Department of Registrar ● Centre for Academic Management
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4.2 METHODS OF MONITORING AND PUBLICATION

MONITORING AND IMPROVEMENT	The policy document should undergo a review every 5-7 years to ensure its ongoing relevance.
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**PUBLICATION OF THE
POLICY**

1. The Policy Document owner is responsible to publish the approved Policy Document.
2. Policy documents can be accessed by UKM citizens at any time.