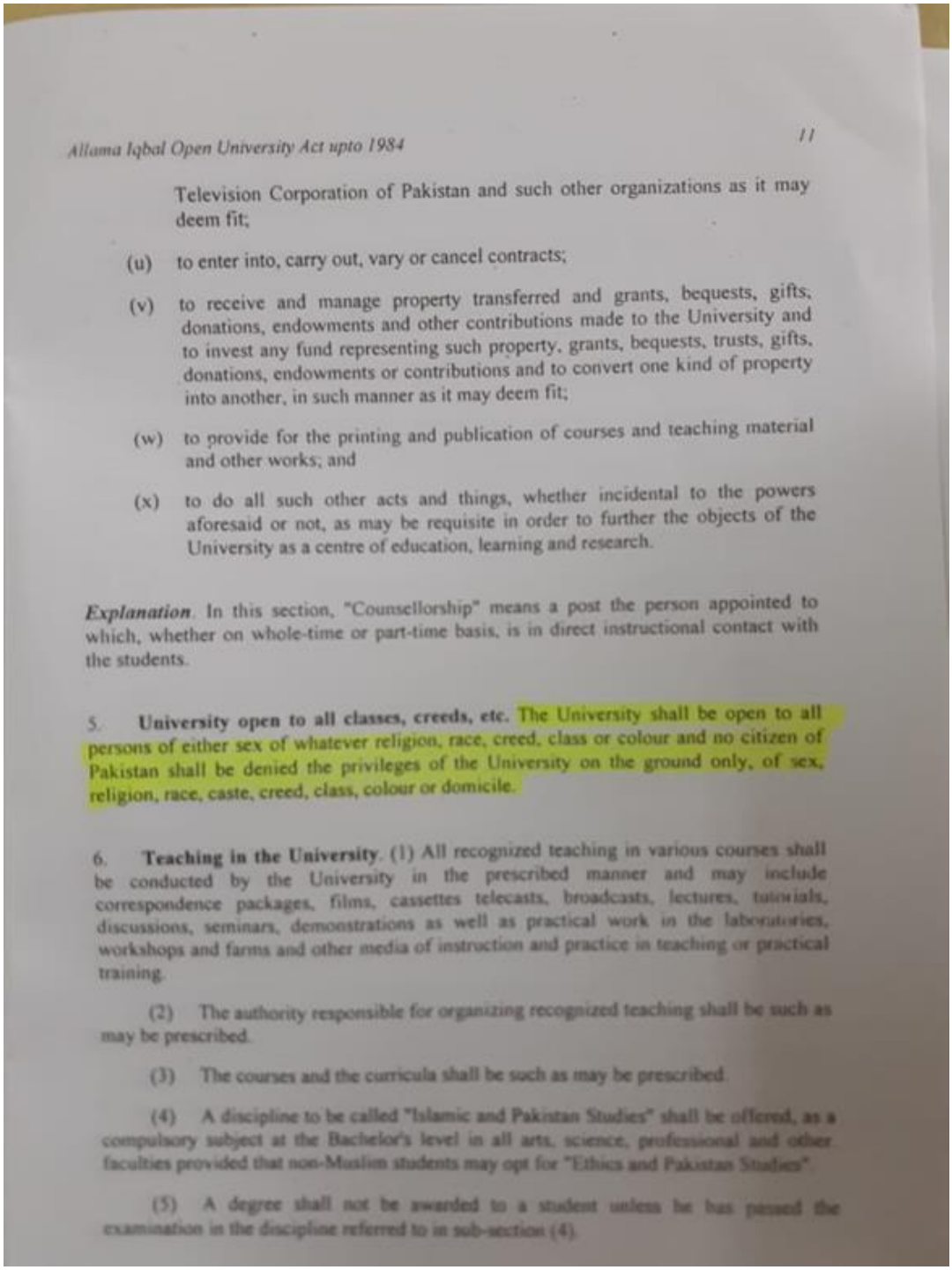
Employment Policy on Discrimination

1- The AIOU has a clear non-discriminatory policy in its act which mentions that "The University shall be open to all persons of either sex of whatever religion, race, creed, class or colour and no citizen of Pakistan shall be denied the privileges of the University on the ground only, of sex, religion, race, caste, creed, class, color or domicile." It is mentioned on **page 11 of the following link:**

https://www.aiou.edu.pk/rti/University%20Act/mobile/index.html



Allama Iqbal Open University Act upto 1984 11

Television Corporation of Pakistan and such other organizations as it may deem fit;

(u) to enter into, carry out, vary or cancel contracts;

(v) to receive and manage property transferred and grants, bequests, gifts, donations, endowments and other contributions made to the University and to invest any fund representing such property, grants, bequests, trusts, gifts, donations, endowments or contributions and to convert one kind of property into another, in such manner as it may deem fit;

(w) to provide for the printing and publication of courses and teaching material and other works; and

(x) to do all such other acts and things, whether incidental to the powers aforesaid or not, as may be requisite in order to further the objects of the University as a centre of education, learning and research.

Explanation. In this section, "Counsellorship" means a post the person appointed to which, whether on whole-time or part-time basis, is in direct instructional contact with the students.

5. **University open to all classes, creeds, etc.** The University shall be open to all persons of either sex of whatever religion, race, creed, class or colour and no citizen of Pakistan shall be denied the privileges of the University on the ground only, of sex, religion, race, caste, creed, class, colour or domicile.

6. **Teaching in the University**. (1) All recognized teaching in various courses shall be conducted by the University in the prescribed manner and may include correspondence packages, films, cassettes telecasts, broadcasts, lectures, tutorials, discussions, seminars, demonstrations as well as practical work in the laboratories, workshops and farms and other media of instruction and practice in teaching or practical training.

(2) The authority responsible for organizing recognized teaching shall be such as may be prescribed.

(3) The courses and the curricula shall be such as may be prescribed.

(4) A discipline to be called "Islamic and Pakistan Studies" shall be offered, as a compulsory subject at the Bachelor's level in all arts, science, professional and other faculties provided that non-Muslim students may opt for "Ethics and Pakistan Studies".

(5) A degree shall not be awarded to a student unless he has passed the examination in the discipline referred to in sub-section (4).

2- Training and other services are open to all irrespective of their sex, religion, race, caste, creed, class, color, **or domicile. For example:**

ALLAMA IQBAL OPEN UNIVERSITY
(Registrar's Department)

No.2-244/2021-Admn/ 2929 Dated: 2nd August, 2021.

CIRCULAR

Prof. Dr Zia Ul-Qayyum, Vice-Chancellor, Allama Iqbal Open University, will inaugurate a training session for the faculty members and the administrative staff (who have been appointed/promoted since 01.01.2018 till todate) in the VC Secretariat's main auditorium on 3rd August, 2021 at 09:00 a.m.

The Heads of Departments (HoDs) who will deliver lectures and make presentations, are requested to send their presentations in power point format to Mr. Zia ul Hasnain Naqvi, Director Admission and Mailing at his email ID: zianaqvi@aiou.edu.pk today (Monday) before 04:00 p.m. positively.

All deans/HoDs are requested to ensure their presence at the opening session by 8:45 a.m. sharp so that the proceedings could be started on time.

(Rana Sharafat Ali)
Assistant Registrar (General)

Distribution:

1. All Deans/Heads of Departments.
2. PS to VC.
3. Relevant File.

3- **AIOU has designated staff to streamline the cases, especially of discriminatory nature**:

ALLAMA IQBAL OPEN UNIVERSITY
(Registrar's Department)

No.2-244/2021-Admn/2948 Dated: 04 August, 2021.

NOTIFICATION

In pursuance of the approval of the Competent Authority the following arrangements have been made in the Registrar Department to streamline the processing of cases with effect from 1st August, 2021, the same is being circulated for general information:

2. The Registrar Department will consist of the following sections.

a. **Additional Registrar (Establishment)**
   i. Establishment-I Section
   ii. Establishment-II Section
   iii. General Section.
   iv. Accounts Section (Pension & Billing)

b. **Additional Registrar (Human Resource Development)**
   i. Recruitment Section.
   ii. Training & Development Section.

c. **Additional Registrar (Legal, WMC,PCP)**
   i. Legal Section
   ii. Wafaqi Mohtasib & Prime Minister Portal Section.

d. Academic, Meeting & Confidential Section (AMC).

e. Receipt & Issuance Section (R&I).

(Bibi Yasmin)
Additional Registrar-E

Distribution:

1. All Deans/Heads of Departments.
2. All Regional Heads
3. PS to VC.
4. Relevant File.

4- Equal rights to minorities:

ALLAMA IQBAL OPEN UNIVERSITY
(Registrar's Department)

No.F.2-63/2021-Admn/4745 Dated: 15 December, 2021

CIRCULAR

The Vice Chancellor on the occasion of Christmas has approved holiday on 24.12.2021 (Friday) day before Christmas for the AIOU Christian employees. The Vice Chancellor also extends his felicitation to our Christian colleagues on this auspicious occasion.

(**Rana Sharafat Ali**)
Assistant Registrar (General)

Distribution:

1. All Heads of Departments.
2. Director General, Regional Services.
3. All Regional Heads.
4. PS to VC.
5. Relevant File.

5- Disparity Reduction allowance for all employees

ALLAMA IQBAL OPEN UNIVERSITY
(Registrar's Department)

No.F.1-10/2017-Admn/1509 Dated: 19th April, 2022.

NOTIFICATION

The Vice-Chancellor in anticipation of the approval of the Executive Council has approved the adoption of the Government of Pakistan, Finance Division, (Regulations Wing) Office Memorandum F.No.14(1)R-3/2021-69 dated 23.02.2022 regarding grant of Disparity Reduction Allowance-2022 @15% of the basic pay of the Basic Pay Scales of 2017 with effect from 01.03.2022 for the employees of BPS 1-19.

The other terms and conditions of the payment of Disparity Reduction Allowance-2022 will remain the same as contained in the above said Office Memorandum.

(Rana Sharafat Ali)
Assistant Registrar-Gen

Distribution:

1. All Deans/Heads of Departments.
2. All Regional Heads.
3. Treasurer.
4. Audit Officer.
5. Assistant Registrar (AMC)
6. PS to Vice-Chancellor.
7. Relevant File.

6- Circular for "Measures to ensure respectful, safe, secure, productive and conducive research environment in HEIs"

ALLAMA IQBAL OPEN UNIVERSITY
(Registrar's Department)

No.F.2-11/2022-Admn/2916

Dated: 26th July, 2022.

CIRCULAR

The Competent Authority has directed to circulate the Higher Education Commission following measures for ensuring respectful, safe, secure, productive and conducive academic and research environment in Higher Education Institutes/ Universities for students, faculty and staff, irrespective of their gender, qualification, social status, position etc.:

a. Strict adherence and implementation of HEC's policy on protection against sexual harassment in HEIs in letter and spirit. https://www.hec.gov.pk/english/services/documents/SEXUALHARASSMENT-POLICY.pdf

b. Strict adherence to section 5 "Complaints & Reporting" and section 8 "Investigation and Adjudication" of HEC's policy on protection against sexual harassment in HEI's.

c. Formulate internal policies that further strengthen or expand the protection available under the HEC's policy on sexual harassment.

d. Take firm disciplinary action against the individuals involved in unethical practices.

e. Properly scrutinize the faculty/staff members, prior to final selection to prevent re-employment of such individuals.

f. Create awareness and promote a culture of trust and confidence, so that every single case is reported timely and dealt appropriately.

2. All Deans/Directors/Chairman's/Heads of Departments/Regional Heads are requested to please circulate this for information and compliance.

(Rana Sharafat Ali)
Assistant Registrar (General)

Distribution:

1. All Deans/Directors/Chairman's/Heads of Departments.
2. Director Regional Services.
3. All Regional Directors.
4. Chief Security Officer.
5. PS to VC.
6. Relevant File.