

Addressing discrimination at HAW Hamburg

AN OVERVIEW OF THE
ANTI-DISCRIMINATION POLICY

We are committed to fighting discriminatory behaviour!

(HAW Hamburg Diversity Vision)

What is discrimination?

Less favourable treatment, harassment or violence based on actual or ascribed characteristics (grounds of discrimination)

Who does this policy apply to?

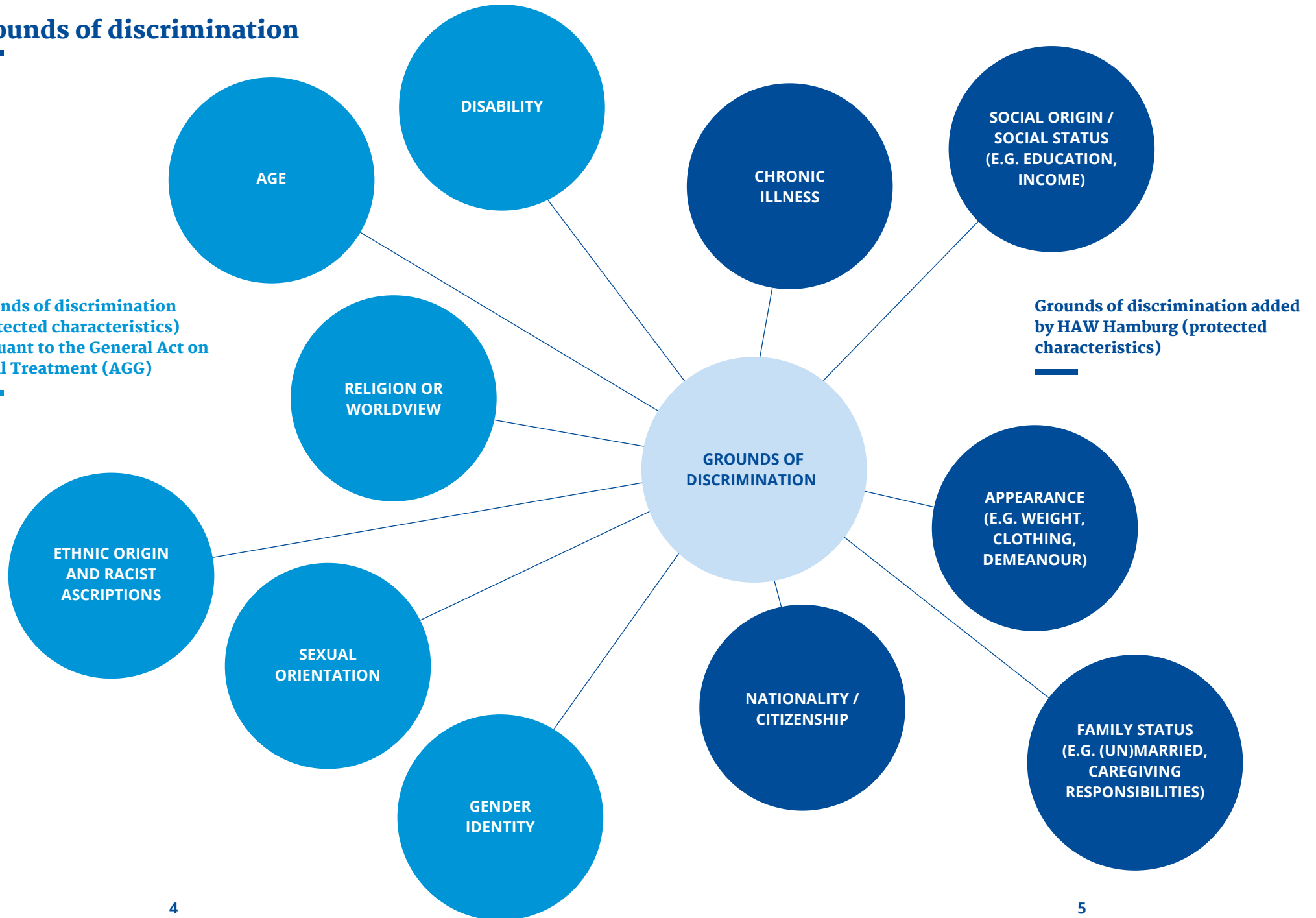
- University members ([Section 2, University Statutes](#)), e.g. students, administrative staff, professors, doctoral students
- Associate members ([Section 3, University Statutes](#)), e.g. honorary senators, guest professors, sessional instructors, tutors, auditing students
- Third parties (e.g. cleaning and security personnel, event attendees, Studierendenwerk Hamburg staff, cooperation partners), provided that at least one person from the groups listed above is involved

Where does this policy apply?

- On university campuses and in university buildings
- At university events (including external events)
- In written electronic communication
- In online rooms

Grounds of discrimination

Grounds of discrimination
(protected characteristics)
pursuant to the General Act on
Equal Treatment (AGG)



Grounds of discrimination added
by HAW Hamburg (protected
characteristics)

Discrimination takes various forms.

Direct discrimination

A person is treated less favourably than another person in a comparable situation due to protected characteristics.

A job applicant is not invited to an interview because of her skin colour.

Indirect discrimination

Rules, regulations and accepted behaviours that apply to all people can have discriminatory impacts on certain groups in specific situations and contexts.

The mandatory staff meeting takes place in the afternoon. In order to attend, a single parent needs to find childcare for their daycare-age child.

Violence

Violence means physical/psychological coercion that results from specific behaviour. Violence is intended to restrict the other person from freely developing and exercising their own will.

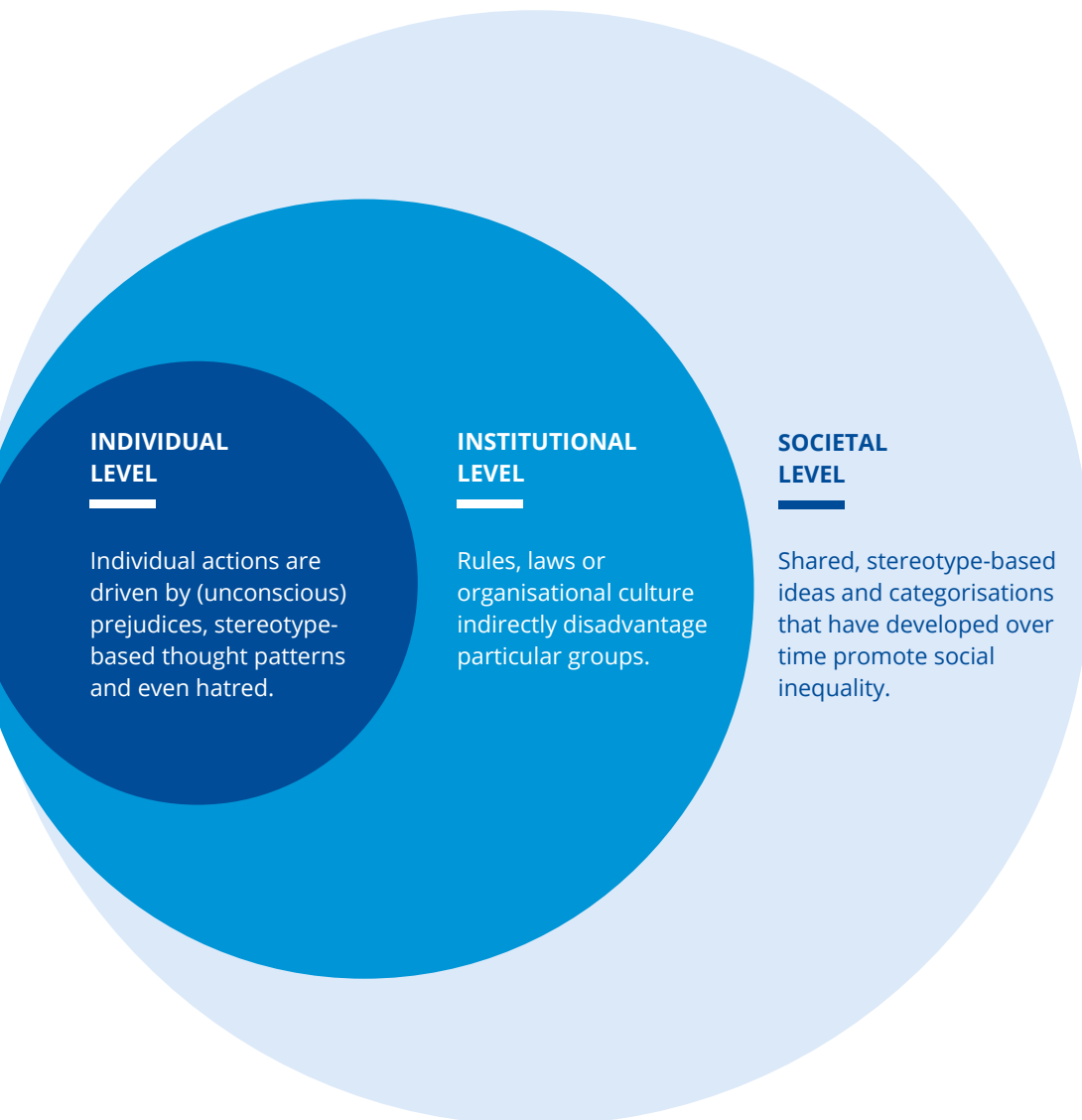
An overweight person is physically attacked and insulted because of their appearance.

Harassment

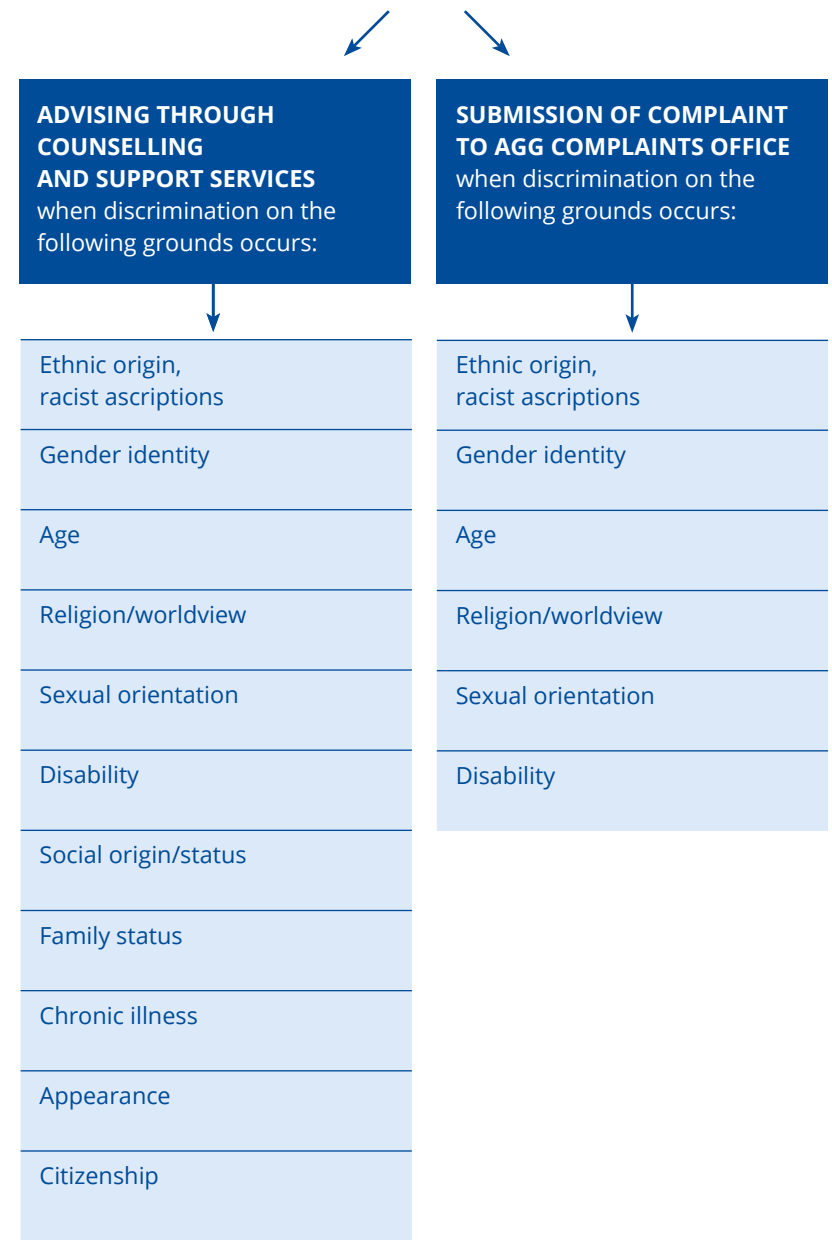
Harassment occurs when unwanted conduct has the purpose or effect of violating the dignity of the person impacted.

A staff member makes sexually suggestive remarks and tells obscene jokes to his female colleague.

All levels of discrimination are included in HAW Hamburg's discrimination ban.



In the event of discrimination, the individual impacted has two options, depending on the ground of discrimination.



What do I do if I experience or observe discrimination?

All persons to whom this policy applies have the right to receive advice and support from the responsible university bodies (see pg. 12) if they experience, observe or are directed to carry out discrimination, harassment or violence.

These bodies are obligated to maintain confidentiality.

OBTAINING ADVICE FROM SPECIALLY TRAINED COUNSELLING AND SUPPORT SERVICES

(All grounds of discrimination)

- Counselling, support and information
- Identification of possible courses of action in the interest of the person impacted
- Referral to external support services
- Support in submitting a complaint pursuant to the AGG
- Initiation and recommendation of (protective) measures and interventions

HAW Hamburg members and associate members can also turn to the university management, deans, department heads and their supervisors in the event of discrimination.

All persons to whom this policy applies have the right to submit a complaint to the university's AGG Complaints Office (see pg. 13) if they experience, observe or are directed to carry out discrimination, harassment or violence.

The AGG Complaints Office is obligated to maintain confidentiality.

SUBMITTING A COMPLAINT TO THE AGG COMPLAINTS OFFICE

(Grounds of discrimination pursuant to AGG)

- Formal body based on the General Act on Equal Treatment (AGG)
- Accepts (written) complaints regarding discrimination based on one or more protected characteristics as outlined in the AGG
- Reviews complaints on the basis of the AGG
- Communicates recommendations for measures and sanctions
- The AGG Complaints Office has a review function. The counselling and support services are responsible for providing advice and support (see pp. 12/13).

PLEASE NOTE! To keep open the possibility of legal action pursuant to the AGG, applicants must submit complaints in writing to the AGG Complaints Office within two months of becoming aware of the discrimination.

Maintaining this deadline secures the right to take legal action.

**We're here
for you!**

Current counselling and support services

- Confidential Dispute Advising Office in cases of discrimination and conflicts between students and university staff
- Confidential advisors in cases of sexual harassment
- Central equal opportunities commissioner for academic staff or for the specific faculty
- Family Office

SPECIFICALLY FOR EMPLOYEES

- Occupational Health and Conflict Management Unit
- Equal opportunities commissioner for technical, library and administrative staff
- Conflict mediators
- Staff Council
- Representative for employees with disabilities

SPECIFICALLY FOR STUDENTS

- Students' Union (AStA)
- Representative for students with disabilities or chronic illness
- Peer-to-peer advising for students with mental health issues
- Student Counselling Office

Disclosing experiences of discrimination can be difficult. We are happy to advise and support you.

Any information you provide is treated as strictly confidential.

You are not alone. If you have experienced discrimination, we will support you.

We take all instances of discrimination seriously.

Further information and contact details for counselling and support services:

**[HAW-HAMBURG.DE/EN/
CONFLICTS-AND-DISCRIMINATION](https://www.haw-hamburg.de/en/conflicts-and-discrimination)**



HAW HAMBURG AGG COMPLAINTS OFFICE

Further information and contact details for AGG Complaints Office:

**[HAW-HAMBURG.DE/EN/GENERAL-ACT-ON-
EQUAL-TREATMENT-AGG-COMPLAINTS-
OFFICE/](https://www.haw-hamburg.de/en/general-act-on-equal-treatment-agg-complaints-office/)**



We actively counter racism, sexism and all other forms of discrimination – together with you.

How does the university respond in the event of discrimination?

In a concrete case of discrimination, protective and disciplinary measures shall be taken (e.g. by the head of the university administration, the dean, or the direct supervisor).

To determine these measures and sanctions, the severity of the offence, the harm to the person concerned, the willingness to make amends or improve, and the impact on the person disciplined shall be taken into account.

Measures

Minor measure	Formal meeting to address the incident (see Anti-Discrimination Policy, Section 6.1)
Severe measure	Pressing of criminal charges by the university
Additional measures for employees	E.g. reprimand or warning of disciplinary action
Additional measures for instructors	E.g. withdrawal of teaching contract
Additional measures for students	E.g. suspension from specific course sessions or an entire course

In the event of violations of the ban on discrimination, measures from the university's house rules can be imposed on all university members/ associate members and third parties.

How can we prevent discrimination in a lasting way?

INFORMATION

- The Anti-Discrimination Policy will be made available to all new and current members and associate members of HAW Hamburg.
- Information on the topic of (anti-)discrimination will be provided to all (future) members and associate members of HAW Hamburg.
- An informational event on the Anti-Discrimination Policy (and the corresponding counselling and support services) will be held at least once a year.

AWARENESS RAISING AND EMPOWERMENT

- Materials and programmes to raise awareness among members and associate members of the university are available.
- Informational materials on issues such as anti-discrimination, diversity, gender and racism are also available.
- Offers intended to empower those impacted will be developed.

QUALIFICATION, TRAINING AND PROFESSIONAL DEVELOPMENT

- An increased number of professional development courses addressing anti-discrimination and diversity will be offered to employees.
- Applications to undertake professional development in the area of anti-discrimination and diversity are supported by supervisors, the Personnel Department and the Staff Council.
- All members and associate members of HAW Hamburg are called upon to regularly seek out information, training and professional development regarding diversity and (anti-)discrimination.
- The counselling and support services and those employees with leadership, supervisory or educational duties have a particular responsibility to regularly undertake professional development activities.

PROTECTION AGAINST DISCRIMINATION AND ACCESSIBILITY AT THE UNIVERSITY CAMPUSES

- Through inspections and analyses by those responsible (e.g. the representatives for disabled and chronically ill students and employees, the equal opportunities commissioner, Equal Opportunities Office staff, etc.), improvements to protect against discrimination and enhance accessibility will be documented and initiated.



Learn more on the
Equal Opportunities
Office website!

**What can I do if
I experience or observe
discrimination at
HAW Hamburg?**

haw-hamburg.de/en/what-can-i-do-if-i-experience-discrimination-at-haw-hamburg



**You can find the
Anti-Discrimination
Policy online:**

haw-hamburg.de/en/anti-discrimination-policy-compact-version/



IMPRINT

Publisher:

Hamburg University of Applied Sciences,
Berliner Tor 5, 20099 Hamburg

Project and editorial management:

HAW Hamburg Equal Opportunities Office

Publication management and project coordination:

HAW Hamburg Media Relations and Communications
Department

Design:

Bettina Schröder Grafik Design

© HAW Hamburg, September 2021

**HAW-HAMBURG.DE/EN/
EQUAL-OPPURTUNITIES**

**HOCHSCHULE FÜR ANGEWANDTE
WISSENSCHAFTEN HAMBURG**
Hamburg University of Applied Sciences

The background is a solid blue color. Scattered across it are several circles of varying sizes and colors. The colors include dark blue, medium blue, light blue, and white. Some circles are solid, while others are just outlines. The circles are of different diameters, with some being quite large and others being small.

**HOCHSCHULE FÜR ANGEWANDTE
WISSENSCHAFTEN HAMBURG**
Hamburg University of Applied Sciences
