

**JSC "ALT University
named after Mukhamedzhan
Tynyshpaev"**



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**APPROVED BY
Chair of the Board of Directors-
Rector
of ALT University named after
Mukhamedzhan Tynyshpaev
M.S. Zharmagambetova
September 2, 2025**

**POLICY
on equality, diversity, and inclusion**

Almaty, 2025

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1. General provisions

1.1. This Equality, Diversity, and Inclusion Policy (hereinafter referred to as the Policy) has been developed to create and maintain a fair, safe, and inclusive educational and working environment at ALT University, where everyone has equal opportunities for learning, working, developing, and self-fulfillment.

1.2. The Policy applies to all participants in the educational process and activities of the university, including:

- employees (teachers, administrative staff, researchers, technical specialists);
- students (full-time, part-time, and distance learning);
- applicants and entrants;
- external contractors, partners, guests, and visitors.

1.3. The policy is based on international human rights principles, anti-discrimination standards, and EDI best practices.

2. Purpose and objectives

2.1. The purpose of the Policy is to ensure:

- equal rights and opportunities for all members of the university;
- the absence of discrimination, harassment, and abuse;
- the creation of an inclusive and respectful environment;
- support for diversity as a value and resource of the university.

2.2. Main objectives:

Labor Code of the Republic of Kazakhstan;

- prevention of discrimination and unfair treatment;
- ensuring equal access to education, resources, career growth, and development;
- creating support and adaptation mechanisms for students and staff with special needs;
- fostering a culture of respect, tolerance, and mutual acceptance;
- raising awareness and competencies in the field of EDI among staff and students.

3. Basic principles

ALT University is guided by the following principles:

3.1. **Equality** — equal rights, opportunities, and access to resources regardless of gender, age, race, ethnicity, religion, language, disability, sexual orientation, gender identity, marital status, social status, political views, and other characteristics.

3.2. **Diversity** — recognizing and respecting differences, valuing different perspectives, cultures, and experiences

- 3.3. **Inclusion** — creating conditions in which every person feels accepted, safe, and able to participate in university life on an equal footing.
- 3.4. **Non-discrimination** — prohibition of any form of discrimination, direct or indirect, including:
- discrimination based on gender.
 - harassment, bullying, harassment;
 - discrimination in employment, training, evaluation, promotion.
 - Conducts social and psychological group activities aimed at developing necessary qualities and forming psychological competence.
- 3.5. Fairness and transparency — openness of procedures for recruitment, evaluation, appointment, promotion, and resource allocation.

4. Terms and definitions

- 4.1. Equality - equal treatment and equal opportunities for all.
- 4.2. Diversity — the diversity of people based on various characteristics and their unique contribution to the overall environment.
- 4.3. Inclusion — creating an environment in which every person can be themselves and realize their potential.
- 4.4. Discrimination — any unfavorable treatment or action directed against a person or group on the basis of protected characteristics.
- 4.5. Harassment is unwanted behavior that violates a person's dignity and creates a hostile or humiliating atmosphere.
- 4.6. Accommodation — providing conditions and support for students and staff with special needs.

5. Responsibilities of the university

- 5.1. ALT University undertakes to:
- create and maintain a safe, inclusive environment;
 - ensure equal access to educational programs and resources;
 - prevent discrimination and harassment;
 - provide training and education on EDI;
 - ensure accessibility of infrastructure (ramps, elevators, adapted premises);
 - introduce flexible forms of learning and working;
 - provide support and accommodation for people with disabilities;
 - ensure confidentiality and protection of complainants when handling complaints.

6. Responsibilities of staff and students

- 6.1. Employees are required to:
- comply with EDI principles;
 - respect the rights and dignity of all members of the university community;
 - prevent and do not tolerate discrimination and harassment;
 - participate in EDI training and activities;
 - report violations in accordance with established procedures.
- 6.2. Students are required to:
- observe the rules of respectful behavior;
 - Do not tolerate discriminatory remarks, bullying, or harassment;
 - participate in the creation of an inclusive environment;
 - seek support when necessary.

7. Policy measures and implementation

- 7.1. Educational activities:
- regular training sessions and webinars on EDI for employees and students;
 - Inclusion of EDI topics in curricula and extracurricular activities.
- 7.2. Inclusive infrastructure
- accessibility of buildings and premises (ramps, elevators, adapted offices);
 - adaptation of educational materials (formats for the visually impaired, subtitles, electronic resources);
 - ensuring a safe environment on campus.
- 7.3. Support and adaptation:
- support for students with special needs;
 - individual learning and support plans;
 - flexible training formats and work schedules.
- 7.4. Employment and Development Policy:
- equal conditions for recruitment, evaluation, professional development, and promotion;
 - creating equal opportunities for women, representatives of various groups, and young professionals;
 - support for career growth and professional development.

8. Mechanism for handling and reviewing complaints

- 8.1. Any member of the university has the right to file a complaint about discrimination, harassment, or EDI violations.
- 8.2. A complaint may be filed:
- in writing;
 - via email;
 - via a special form on the website;
 - In person to the HR department or the equality and inclusion service.
- 8.3. The university provides:
- confidentiality of treatment;
 - the inadmissibility of persecution of the applicant;
 - prompt consideration of complaints;
 - conducting investigations and taking measures in accordance with internal regulations.
- 8.4. If the violation is confirmed, disciplinary measures shall be applied, including:
- warning;
 - disciplinary action;
 - termination of employment contract;
 - expulsion of a student (in case of serious violations);
 - other measures provided for by legislation and internal documents.

9. Monitoring, evaluation, and reporting

- 9.1. Key performance indicators (KPIs) are established to assess the effectiveness of the Policy, including:
- number of trained employees and students;
 - number of complaints registered and time taken to review the;
 - proportion of women and representatives of different groups in management and teaching positions;
 - level of satisfaction among students and staff;
 - availability of accessible infrastructure.
- 9.2. Annual monitoring is conducted and a report on the implementation of the Policy is published.
- 9.3. The policy is reviewed at least once every two years or when legislation changes.

10. Responsible persons

- The Rector of ALT University has ultimate responsibility for implementing the Policy
- Human Resources (HR) Department — coordination, training, control
- Equality and Inclusion Service — complaints handling, investigations, support
- Deans of faculties, heads of departments — ensuring implementation at the departmental level

Contact information:

- E-mail: _____
- Telephone: _____
- Form on the website: _____

11. Final provisions

- 11.1. This Policy shall come into force on the date of its approval and shall be binding on all members of the university.
- 11.2. All employees and students are required to familiarize themselves with the Policy and comply with its requirements.
- 11.3. The policy is published on the official website of ALT University and is available to all interested parties.