

## Equal Opportunity

This page is maintained by ECMCC Conduct Council, and was last updated February 2021.

### Policy

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It is the policy of ECMCC College pertaining the provision of employment opportunities without regard to race, color, religion, national origin, age, disability, veteran or military status, pregnancy status, gender, gender identity, sexual orientation, or genetic information.

The College seeks to maintain a highly productive organization of men and women who represent differences in viewpoints, cultures, races and gender, and embraces good ideas produced by that diversity. This will be accomplished through selection and training of qualified people and will provide them with compensation, benefits, and opportunities for advancement without discrimination. This policy is subject to the requirements of local laws and regulations.

In order to provide equal employment and advancement opportunities to all individuals, employment decisions at ECMCC College will be based on merit, qualifications, and abilities. The College does not discriminate in employment opportunities or practices on the basis of race, color, religion, sex, gender identity, sexual orientation, national origin, age, veteran or military status, marital status, pregnancy status, disability, genetic information, or any other characteristic protected by applicable law. The College will not tolerate acts of discrimination (which includes harassment).

No hardship, loss of benefits, nor penalty may be imposed on an employee as punishment for filing a good faith complaint of discrimination or responding to a complaint of discrimination, appearing as a witness in the investigation of a complaint, service as an investigator or otherwise cooperating in a workplace investigation. Retaliation or attempted retaliation is a violation of this Policy and anyone who engages in retaliatory behavior may be subject to discipline as set forth below.

The College does not and will not employ child labor or forced labor. In addition, the college will not knowingly engage a supplier or distributor, or enter into a joint venture with an organization, that employs or subcontracts child labor or forced labor. The college defines "child labor" as work or service extracted from anyone under the age of sixteen, and defines "forced labor" as any work or service not voluntarily performed and extracted from an individual under threat of force.

### Procedure

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If you have a concern that you may have violated this policy, or you have a good faith suspicion that another OC employee is in violation of this policy, you should report this to your manager, leader, or another trusted manager, your Human Resources representative, a member of Legal Operations, or a member of the Business Conduct Council who shall refer the report for investigation and resolution.

**NOTE:** Any employee who fails to comply with this policy may be subject to discipline, up to and including termination.

The College shall strictly be compliant to the HEC's Policy on protection against sexual harassment in higher education institutions in Pakistan.