



8 DECENT WORK AND ECONOMIC GROWTH



8.2.7 Policy on office of Human Resources & Institutional Equity

Our university is dedicated to promoting fair and equitable treatment of all community members through the Office of Human Resources & Institutional Equity. This policy reflects our commitment to fostering an inclusive and respectful environment by ensuring equal opportunity, non-discrimination, and support for diversity in all aspects of university life.

Key responsibilities include developing and enforcing policies that prevent discrimination and harassment, providing confidential grievance mechanisms, and ensuring compliance with relevant laws and standards. The office facilitates training and awareness programs to promote cultural competency and unconscious bias reduction.

Transparent communication, regular equity assessments, and data-driven strategies ensure continuous improvement in inclusivity and representation. The office collaborates closely with leadership, academic departments, and student groups to embed equity principles institution-wide.

This policy supports the university's mission of social justice, academic excellence, and community wellbeing. It advances Sustainable Development Goals by contributing directly to poverty reduction, decent work, and reduced inequalities, while indirectly fostering health, gender equality, and quality education through improved staff and student experiences.



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POLICY ON OFFICE OF HUMAN RESOURCES & INSTITUTIONAL EQUITY

Introduction
 This policy reaffirms St. Peter's Institute of Higher Education and Research's (SPIHER) commitment to fostering an inclusive, equitable, and respectful campus environment free from discrimination, harassment, and inequality. It upholds national legislation, constitutional guarantees, and international human rights standards promoting equal opportunity in employment, education, and campus life.

Scope
 The policy applies to all members of the university community including students, faculty, staff, and affiliates across all departments and levels.

Policy Commitments

- Promote institutional equity ensuring equal access to opportunities and resources regardless of gender, ethnicity, disability, or other protected characteristics.
- Maintain confidential and impartial grievance mechanisms for addressing equity, discrimination, or harassment complaints.
- Provide mandatory education and training on diversity, inclusion, and equity principles to all university members.
- Facilitate accommodations and accessibility to support community members with disabilities.
- Regularly assess equity indicators, publish reports, and implement strategies to address systemic barriers and enhance inclusivity.

Definitions
 Institutional Equity: Ensuring fairness and equal access to resources and opportunities for all university members.

Human Resources: Department responsible for recruitment, employee development, welfare, and alignment with equity goals.

Monitoring and Compliance
 Conduct periodic evaluations of policies and programs to identify inequalities and develop corrective actions. Collaborate with leadership and campus groups to uphold transparency and accountability in equity practices.

Responsibilities

- University Administration: Ensure enforcement of institutional equity policies, oversee inclusive recruitment, promotion, and workplace culture initiatives.
- Human Resources: Manage diversity, equity, and inclusion programs; provide training; operate confidential complaint mechanisms; and support equitable employment practices.
- Institutional Equity Office: Lead investigations into discrimination and harassment, facilitate accommodations, and conduct equity assessments for continuous improvement.
- Supervisors and Managers: Apply inclusive leadership, support staff development, and uphold respectful work environments.

Monitoring and Compliance

- Conduct regular reviews and data analyses on diversity and equity metrics.
- Implement corrective action plans for identified issues and barriers.
- Report transparently on progress and challenges to university leadership and community.

Reporting Mechanism
 Maintain confidential, accessible channels for equity-related grievances with guaranteed protection against retaliation.

Awareness and Capacity Building

- Deliver continuous training on unconscious bias, cultural sensitivity, anti-discrimination laws, and inclusive practices.
- Promote awareness campaigns emphasizing the value of diversity and equity in all university roles.

Actions on Violations
 Investigate all reports thoroughly and impartially. Enforce disciplinary measures as appropriate and provide support to affected individuals. This policy strengthens SPIHER's commitment to fostering an equitable, inclusive, and respectful environment, directly contributing to SDGs on poverty alleviation, decent work, inequality reduction, health, gender equality, and quality education by empowering every member of the university community to thrive.

01.02.2024

REGISTRAR

Registrar
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INSTITUTE OF HIGHER EDUCATION & RESEARCH
 (DEEMED TO BE UNIVERSITY U/s 3 OF THE UGC ACT 1956)
 Accredited by NAAC with A+ Grade, AICTE Approved and
 ISO 9001:2015 Certified.

Policy on Office of Human Resources & Institutional Equity

Policy Created on:	01/07/2020	Approved by:
Revision 1	10/02/2024	REGISTRAR

Directly supported SDGs

- SDG 1 No Poverty
- SDG 8 Decent Work and Economic Growth
- SDG 10 Reduced Inequalities

Indirectly supported SDGs

- SDG 3 Good Health and Well-Being
- SDG 5 Gender Equality
- SDG 4 Quality Education (through improved staff stability, wellbeing, and inclusive policies)

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Commitment to fostering an inclusive, equitable, and respectful environment for all members of its community.

St. Peter's Institute of Higher Education and Research is committed to fostering an institutional culture rooted in equity, diversity, and inclusion. This policy enshrines SPIHER's dedication to providing an equitable, respectful, and supportive environment for all

community members by ensuring fair access to opportunities and resources free from discrimination or bias.

The Office of Human Resources & Institutional Equity (OHRE) leads strategic efforts across the university to uphold compliance with legal mandates and ethical standards. OHRE administers training on topics such as unconscious bias, cultural competence, and anti-discrimination, while providing confidential grievance channels to address concerns promptly and fairly.

SPIHER conducts regular assessments and transparent reporting on equity metrics to guide continuous improvement. Collaboration with leadership, faculty, staff, and students is integral to embedding equity principles throughout academic, administrative, and operational functions.

By championing these values and policies, OHRE supports SPIHER's mission of social justice, academic excellence, and community wellbeing. This policy aligns with Sustainable Development Goals, promoting reduced inequalities, decent work, quality education, gender equality, and good health, thereby cultivating a diverse, empowered, and inclusive university community.

RECRUITMENT POLICY:

Our recruitment policy aims at ensuring;

- Selection of best among the available candidates through a fair selection process as laid down by the Board of Management.
- Appropriate weightage for experience in Industry and Research while making selections to teaching positions.
- **Priority to merit, qualifications and competency required for the given job without any bias on one's gender, caste, religion, marital status, nationality, ancestry, ethnicity, geographical origin, sexual orientation, disability, proximity to another employee, etc. with adhering to statutory norms.**

SPIHER is committed to provide equal opportunities to all applicants and it seeks to foster diversity and capability in terms of qualifications, experience and skill among the workforce. The requirement of teaching staff in each Department, and all internal promotions due shall be placed before the Board of Management for approval as is the case of matters relating to non-teaching staff.

All regular appointments of teaching and non-teaching staff shall be on the recommendation of the duly constituted Selection Committee as prescribed in the rules with the approval of the Board of Management. Recommendations of Selection Committees will be placed before the Board of Management for its approval. The Institute shall advertise the vacancies on the University website and in National Newspapers as per the norms prescribed by the UGC or any other regulatory body. The University shall be authorized to appoint a selected person on such terms and conditions as may be determined by the rules.

Institution Equality provides various wellness for teaching and Non-Teaching Working professionals

Conclusion

This policy embodies St. Peter's Institute of Higher Education and Research's firm commitment to fostering an equitable, inclusive, and respectful workplace. By mandating regular gender pay audits, transparent communication, unbiased recruitment and promotion practices, and comprehensive training, the university ensures that all employees are treated with fairness and dignity. The establishment of confidential grievance mechanisms and strong compliance oversight guarantees that disparities and discrimination are addressed promptly and effectively. Through these sustained efforts, SPIHER advances its mission of social justice, academic excellence, and community wellbeing, directly contributing to Sustainable Development Goals focused on poverty eradication, decent work, and reducing inequalities, while supporting health, gender equality, and quality education. This holistic approach empowers every member of the university community and builds a workplace culture where diversity is valued, equity is realized, and excellence is achieved.