



UNICAMILLUS

REGULATION FOR SINGLE GUARANTEE COMMITTEE FOR EQUAL OPPORTUNITIES

Approved by the Organising Committee of November 22, 2022

Index

| | |
|---|---|
| Article 1 – Definition and purposes | 3 |
| Article 2 – Duties | 3 |
| Article 3 – Composition | 4 |
| Article 4 – Functioning | 4 |
| Article 5 – Right of information | 4 |
| Article 6 – Data Processor | 4 |
| Article 7 – Final dispositions and implementation | 5 |

Article 1 – Definition and purposes

1. The present Regulation governs the functions of the Single Guarantee Committee of the Saint Camillus International University of Health Sciences (UniCamillus), for equal opportunities, for the enhancement of the well-being of employees and for protection against discrimination.
2. The UniCamillus Single Guarantee Committee for Equal Opportunities is a representative body of teachers, administrative and technical staff and students, whose purpose is to promote and implement activities for the fulfilment of equal opportunities, for the enhancement of well-being and against any form of discrimination within the University, in the ways and forms provided for by the present Regulation.
3. The Single Guarantee Committee for Equal Opportunities is in charge of promoting the culture of equality and equal opportunities, of opposing all possible forms of violence or discrimination and of fostering organisational well-being within the University's professional community, promoting initiatives aimed at disseminating knowledge and protecting anti-discrimination and equal opportunities policies.

Article 2 – Duties

1. The Single Guarantee Committee for Equal Opportunities builds and maintains equal status and opportunities for all categories susceptible to discrimination, and its duties include:
 - supporting the monitoring of equal opportunities conditions in the University;
 - drawing up initiatives proposals and measures to remove any obstacles which prevent the full achievement of equal opportunities in the University environment, in study, research, teaching, work and care activities;
 - ensuring the equality of all foreign students, of all creeds;
 - promoting the inclusion of women in activities, roles and qualifications in which they are under-represented;
 - enhancing workers' professional skills in order to promote a balance between family and professional responsibilities through appropriate work organisation;
 - proposing remedies to any detrimental behaviour to the personality of those who work within UniCamillus, which are related to discrimination on grounds of sexual orientation, gender, gender identity and disability, also through correct information on the relevant legislation and the protection tools provided by it;
 - drawing up proposals for actions aimed at ensuring and developing equal opportunities in the University and monitoring their implementation;
 - submitting an annual report to the Rector on working and study conditions within the University, highlighting situations or facts of alleged discrimination;
 - carrying out information activities, conferences, meetings and surveys among the staff on related issues.

Article 3 – Composition

1. The Committee is appointed by the Board of Directors and is made up of the Delegate for Equal Opportunities who chairs it, a representative of the first or second-rank professors, a representative of the technical-administrative staff and a representative of student community.
2. The Committee remains in office for the duration of three years.

Article 4 – Functioning

1. The President is responsible for coordinating the work and representing the Committee.
2. The Committee shall be convened by the President at least twice a year. It may also be convened at the request of half of its members. The convocation shall contain the agenda and shall be effected by email. Meetings are valid if at least half plus one of the Committee members are present. Resolutions are passed by a majority of those present. Minutes are kept of each meeting, containing attendance, discussed subjects, taken decisions and any dissenting positions. The minutes are public.
3. The Committee's resolutions are forwarded to the University governing bodies.
4. The Committee may propose actions and interventions to the University governing bodies, which fulfil the purposes set out in Article 1 of the present Regulation.

Article 5 – Right to information

1. In compliance with the legislation on the processing of personal data, the Administration shall make all information and administrative documents necessary for the performance of its activities available to the Committee, as well as all data useful for identifying any situations of discrimination, also in accordance with the provisions of Article 46 of Legislative Decree No. 198 of April 11, 2006.

Article 6 – Data Processor

1. Processing of collected personal data for the purposes identified in this notice must be carried out in compliance with the provisions of Regulation (EU) no. 679 of April 27, 2016 (General Data Protection Regulation, GDPR).

Article 7 – Final dispositions and implementation

1. For legal and interpretative purposes of the present Regulation, only the text approved by the Organising Committee is deemed authentic, the original of which is filed in the Office for rules and regulations and drafted in Italian. For all matters not expressly provided for in the present Regulation, please refer to the University Statute and to legal provisions in force, as well as to specific University Regulations, which are easily accessible on the institutional website at the following link: www.unicamillus.org.
2. The present Regulation will automatically incorporate any legislative innovations amending these provisions.