



TECHNISCHE
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GSP 2025 – Equal Opportunities Plan of TU Wien



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The original of this document has been drawn up in German. The German version shall be the authentic one and prevail over the English one in all matters of interpretation and construction. The English version shall be deemed to be only a translation for information purposes.

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PREAMBLE

TU Wien is committed to creating a positive climate, preventing social discrimination, and promoting equal opportunities, since a diverse workforce is a driving force for the flexibility, innovation and creativity necessary for technological, academic, social and societal progress. Linking the Equal Opportunities Plan to the Statutes of TU Wien is not only a legal requirement, but is also intended to raise awareness of issues pertaining to equal opportunities, which again promotes equal opportunities for staff members¹ and students and broadens their diversity skills with specific measures. The goal is to support university members in the different stages in their lives and careers. Accordingly, the compatibility of work/studies and family care at TU Wien is also a core objective. TU Wien views the achievement of this vision as the shared task of all university members in order to create a resource-oriented respectful culture that values diversity in the long run.

The document at hand consists of two parts: In Part I, goals, measures and relevant monitoring instruments for the development of a culture that values diversity are presented, while Part II comprises the regulatory framework.

Part I

1. Strategy

1.1 Objectives within the organisation

1.1.1 Individual level

Staff members and students shall consider themselves as members of a diverse university and shall be aware that they are seen as added value for TU Wien. The objective of TU Wien is to foster a communication culture that allows its members uncertainties, anxiety and reflections and gives them the opportunity to address them as well as to experience diversity. Reflecting on one's self-image as well as the image others have made people more aware of diversity aspects and reduces stereotypes.

1.1.2 Individual and interactional levels

TU Wien seeks to motivate its members to make active use of diversity in teams (e.g. collaborative learning between generations and cultures) and to recognise the characteristics and needs of one's own environment and to reflect on its formation (e.g. needs of different generations; persons with disabilities). The benefits of heterogeneous teams (innovative and creative problem solving, flexible and faster responses to changing market or working conditions) shall be capitalised on and shall make for a respectful, productive collaboration.

1.1.3 Organisational level

The vision of TU Wien is to foster a respectful communication culture (professional handling of differences, enhancing individuals' potential), in which transdisciplinary learning, transparent information sharing, and cooperation between different areas are possible. In the long term, a diverse, heterogeneous workforce fosters creativity and innovativeness, and opens up different avenues for research. Similarly, a diverse work and study environment makes TU Wien more attractive to potential staff members and students.

¹ Whenever this document mentions persons, the term used shall encompass all genders. Should a specific gender be referred to, this is expressed, e.g. by terms such as "female student". See also Footnote 6.

1.2 Objectives for society

Societal and global level

TU Wien, as a university-level institution, is composed of a stable layer represented by its staff members and a dynamic layer, which is shaped by the continuous development through its research activities as well as by its students, who transport the knowledge and values of TU Wien to society. By developing students' diversity competences and raising their awareness of diversity matters and through the support of research projects relating to diversity the values and the vision of TU Wien, as stated in the preamble, can be promoted at a societal and global level. TU Wien considers sharing and promoting these values at a societal and global level to be a lasting contribution to its societal responsibility regarding education and equal opportunities.

2. Measures

2.1 Overarching measures

2.1.1 Equal Opportunities Plan

The Equal Opportunities Plan – together with other regulations (e.g. the Career Advancement Plan for Women², the Works Council Agreement on Cooperative Behaviour and Anti-Discrimination in the Workplace³, the Directive of the Rectorate regarding Equal Opportunities for People with Disabilities and/or Chronic Illnesses⁴, the Guideline to dealing with Sexism and Sexual Harassment – serves the purpose of facilitating the implementation of the legal provisions on actual equality and equal opportunities of all university members and on the compatibility of work/studies with family care at TU Wien, as well as the purpose of raising awareness of, realising and recognising the dimensions of diversity, including age, disability, interculturalism, gender, religion and belief, and sexual orientations.

2.1.2 TU Wien Diversity Management

Diversity Management has been established by the Rectorate in order to advance the diversity skills at TU Wien and to establish a non-discriminating and respectful working and studying environment for all university members. Diversity Management thus addresses not only individual target groups (core dimensions) but pursues an all-encompassing intersectional approach (across different dimensions). As a cross-sectional issue for the entire organisation, Diversity Management is oriented towards organisational culture and structures.

The goals of Diversity Management at TU Wien are aimed equally at the strategic, organisational and individual levels.

1. Strategic goals

- develop and establish a culture of openness and cooperation;
- win, foster and sustain talents of groups that have so far been under-represented.

2. Organisational goals

- advance and enhance the diversity skills at TU Wien;
- highlight the practical benefits of diversity for all members;
- identify and counteract structural causes of conflict and discrimination.

3. Individual level

- increase awareness of the lifeworlds of other people/groups;
- encourage the reflection on one's own biases and mindful responses to them.

² Career Advancement Plan for Women at TU Wien (2024)

³ Works Council Agreement on Cooperative Behaviour and Anti-Discrimination in the Workplace (2013)

⁴ Directive of the Rectorate regarding Equal Opportunities for People with Disabilities and/or Chronic Illnesses

2.1.3 Compatibility of family care and work / research / studies at TU Wien

"Technology for People" – this guiding principle pertains not solely to the core responsibilities of TU Wien in research and teaching, but also to the needs-based support for staff members (work-life balance) and students with family care duties. TU Wien commits itself to supporting all its members in their careers as much as possible. The compatibility of work and family care is one component of the support offered. TU Wien has established the function of a Representative for Compatibility Issues and the Office for Compatibility Issues "TU Kids & Care" in order to make it easier for staff members and students at TU Wien to plan and take a leave of absence (e.g. parental leave or care leave).

2.1.4 Measures in research and teaching

The integration of training in diversity skills into the various curricula and research projects is underway. The dimensions of age, disability, interculturalism, gender, religion and belief, and sexual orientation should thus not only be regarded as cross-sectional issues but as core components (= linked with diversity).

2.1.5 Integration into strategic documents and procedures at TU Wien

To realise the vision and strategy of TU Wien, aspects of the dimensions of diversity have been and will be firmly rooted in documents and processes (e.g. guide for performance appraisal talks, recruiting handbooks, guideline for tenure track positions, model curricula, budgeting processes pursuant to the provisions of § 4 of the Career Advancement Plan for Women and § 41 of the Federal Budget Act (BHG)⁵, selection of coaches and trainers), which are used with regard to the stipulated diversity dimensions. Diversity Management is in charge of this general integration into the processes at TU Wien.

Another goal is to provide a diversity management glossary with definitions and information relevant to TU Wien (e.g. forms of discrimination (indirect/direct etc.); sensitive language: "persons with disabilities" instead of "persons with special needs", "disabled persons" etc.).

2.1.6 Advancement of diversity skills

Diversity skills are present at various levels and include e.g. the realisation and knowledge that the various dimensions (age, disability, interculturalism, gender, religion and belief, and sexual orientation) (can) interact. In this context, it is not only vital to understand and know this, but also to be capable of and competent in addressing diversity in a professional and strategic manner, aligned with the existing aims of TU Wien. More precisely, the plan is to develop diversity skills further by integrating them into executive training, further education, recruitment, appointment procedures, university didactics and curricula (e.g. the elective lecture "Between career and barrier" and the seminar "What does gender have to do with studies in science and engineering?").

2.1.7 Advancement of communication skills

In the context of further education at TU Wien, attention is paid to ensuring diversity in foreign language skills and cultural skills to raise the awareness of this issue among all university members. In particular, technical/specific German and English courses and the fundamentals of sign language will be offered.

2.2 Measures oriented towards specific dimensions

For each dimension, the goal shall be to make the dimension visible, raise awareness, and ensure that the dimensions are looked at intersectionally. TU Wien commits itself to considering the interactions among the different dimensions and their mutual influence rather than addressing each dimension in isolation. The goal shall be to approach complexity and diversity in a professional manner. Care shall be taken to avoid institutional overstretching by setting different foci on the individual dimensions.

2.2.1 Dimension: Gender

⁵ Federal Budget Act (BHG 2013)

TU Wien endorses the concerns of gender-diverse inclusion, of the career advancement of women and of enabling career-advancing conditions for women and TIN* people⁶. Accordingly, TU Wien views it as a joint task of all university members to achieve the objective that all women and men at TU Wien have opportunities for development commensurate with their qualifications and that any existing hurdles for women shall be removed or counterbalanced. Gender Competence is a service unit established with a view to reaching these goals. Its tasks include the areas of gender research and research on equal opportunities of genders, human resource development specifically for female staff members, support measures for female high-school students, female university students, and young female scientists, as well as counselling work.

2.2.2 Dimension: Age/generations

At universities, it is common for different age groups to work together (e.g. student assistants, pre-docs, post-docs, and professors). Therefore, it is vital to accommodate the needs specific to each age group and generation and to foster their collaboration as well as their potential. Intergenerational learning shall be seen as a resource, since this helps us to capitalise on the potential and experiences of all generations in the long term, while at the same time making them aware of the different needs at different stages in life. TU Wien is therefore committed to addressing the issues of generation management and working in mixed-age teams that meet age-related needs and to seeking external funding for this.

2.2.3 Dimension: Disabilities

TU Wien continues to strive towards reaching the proportion of staff members with disabilities stipulated in the Disability Employment Act (BEinstG) and to support persons with disabilities. Not only shall these individuals be supported, but also other people in their working environment (colleagues, supervisors, professors, assistants) shall receive support in the collaboration with a view to dismantling stereotypes, reducing insecurities, and making use of opportunities and resources in order to ensure that they benefit from each other. The Disabilities Representative and the Ombudsperson for Persons with Disabilities at TU Wien are a service point for students and staff members, providing support to students or staff members with disabilities or with chronic or mental illnesses as well as to people in their working environment.⁷

2.2.4 Dimension: Interculturalism (social and national origin / language and dialect)

TU Wien seeks to foster interdisciplinary, interlinked collaborations, multi-cultural teams, and language diversity, thereby benefiting from the value created by diversity. The aim is to promote an organisational culture and a feedback culture that is based on a mutual understanding of and knowledge about different cultural backgrounds in order to eliminate stereotypes, conflicts, and misunderstandings among all parties involved. Also, new staff members and students can be looked at as a stable and a dynamic layer (research topics that evolve constantly as well as students and staff members who join and leave TU Wien). For both layers, it is vital that support measures, bridging courses, orientation workshops, and awareness-raising activities are offered in order for them to settle in at TU Wien and experience TU Wien in the best possible way. In the long run, this will help to reach new target groups (e.g. staff members and students) and networks and ensure TU Wien's ability to innovate and be creative.

2.2.5 Dimension: Religion and belief

Diversity in religious beliefs is a natural component of the existing cultural diversity at TU Wien. TU Wien shall offer people of all religions and beliefs the same study and working conditions. A prerequisite for this is mutual respect for each other.

2.2.6 Dimension: Sexual orientation

The aim of this dimension is to shed light on why sexual orientation plays a role at work. Analogous to the dimension of religion, this dimension shapes an individual's identity and the social environment. TU Wien is committed to an open communication culture in which any sexual orientation is respected, knowledge and sensitivity are fostered, and open communication about one's private life and one's leisure activities is possible.

⁶ The term TIN* people refers to all genders existing so far and that could possibly exist in the future, outside the man-woman dichotomy: trans, inter and non-binary people (TIN), as well as people who cannot or will not be included in these categories (*). This also comprises agender or such genders that, so far, have not appeared in the discourse.

⁷ Accessible TU ("Barrier-free studying and working at TU Wien")

3. Monitoring

Monitoring of the measures listed shall be evaluated and expanded both at the organisational level as well as at the individual level.

3.1 Comprehensive monitoring

- a. Diversity Management shall regularly conduct surveys among university members to collect data on diversity aspects and awareness of diversity at all levels and in all areas (research, study, teaching and administration).
- b. Diversity skills of trainers and coaches shall be taken into account when recruiting them, and verified in a face-to-face meeting.

3.2 Monitoring at the level of specific target groups

- a. Needs analyses shall be conducted for each target group to collect data on misunderstandings and stereotypes and to document the needs of staff members and students.
- b. All training and counselling services that focus on diversity as such or as a cross-sectional issue shall be evaluated based on the standard evaluation scheme as well as a more specific analysis.

Part II General provisions

§ 1 Introduction

Equal opportunities for university members shall be part of the objectives of TU Wien pursuant to §1 of the Universities Act (hereinafter UG) as a guiding principle of the university under §2 (9-11), and the compatibility of work/studies with care for children or family members requiring care shall be a guiding principle of a university pursuant to §2 (13). These two areas are to be specified in the Equal Opportunities Plan pursuant to §20b of the UG.

The Equal Opportunities Plan – together with the Career Advancement Plan for Women – serves the purpose of implementing the constitutional provisions for the de-facto equality and equal opportunities of all university members as well as the purposes of raising awareness of the dimensions of diversity, including age, disability, ethnicity, gender, religion, and sexual orientation, and implementing them in practice. These core dimensions are laid down by Austrian law in various forms (e.g. Federal Constitutional Law, European Convention on Human Rights, UN Convention on the Rights of Persons with Disabilities, Universities Act, Equal Treatment Act, Federal Disability Equality Act, Disability Employment Act) and will be specified for TU Wien below.

TU Wien commits itself to a holistic approach to diversity management. TU Wien assesses the need for action and takes measures appropriate for the various biographical, cultural and social dispositions of its staff members and students and with a view to providing a good working and study environment in which all members have equal opportunities.

§ 2 Legal basis

The legal basis for the Equal Opportunities Plan at TU Wien are paras. 7 and 8 of the B-VG⁸, the Equal Treatment Act (hereinafter B-GIBG)⁹, § 20b and §§ 41 to 44 of the Universities Act (hereinafter UG)¹⁰, the Federal Disability Equality Act (hereinafter BGStG)¹¹, and the Disability Employment Act (hereinafter BEinstG)¹².

⁸ Federal Constitutional Law (B-VG), Federal Law Gazette No. 1/1930 (WV), as amended by Federal Law Gazette I No. 194/1999

⁹ Equal Treatment Act – B-GIBG, Federal Law Gazette No. 100/1993

¹⁰ Universities Act 2002 (UG), Federal Law Gazette I No. 120/2002

¹¹ Federal Disability Equality Act – BGStG, Federal Law Gazette I No. 82/2005

¹² Disability Employment Act (BEinstG), Federal Law Gazette No. 22/1970

§ 3 Scope of application

The Equal Opportunities Plan shall apply to all members pursuant to § 94 of the UG and university bodies pursuant to § 20 of the UG as well as to applicants for admission as a university member.

§ 4 Objectives of the Equal Opportunities Plan

By implementing the Equal Opportunities Plan, TU Wien pursues the following strategic and operational objectives, in particular:

1. guaranteeing equal opportunities for all university members and all applicants for admission to the university;
2. ensuring a liveable working and study environment;
3. fostering information on and communication about equal opportunities, diversity, and compatibility;
4. ensuring an adequate infrastructure to enable equal opportunities in all areas.

These objectives shall be achieved by support measures as well as protective and defensive measures.

Chapter 1

ANTI-DISCRIMINATION

§ 5 Anti-discrimination refers to the implementation of measures intended to safeguard and protect equal opportunities irrespective of gender, ethnicity, religion and belief, age, sexual orientation, and disability.

The Committee on Equal Treatment (hereinafter AKG) is competent in cases of discrimination based on gender, ethnicity, religion and belief, age, or sexual orientation, as well as Ombuds Office for Academic Affairs, whereas the Ombudsperson for Persons with Disabilities is competent in cases of discrimination based on disability involving staff members, and the Disabilities Representative is competent in cases of discrimination based on disability involving students.

A. Equal opportunities irrespective of gender, ethnicity, religion or belief, age, or sexual orientation (anti-discrimination) pursuant to B-GIBG

A.1 Categories

Gender

§ 6 (1) Anti-discrimination based on gender is also addressed in the Career Advancement Plan (FFP)¹³ for Women at TU Wien

(2) Women and TIN* people shall not be discriminated against directly or indirectly when they apply for a contract of employment at TU Wien, during selection processes for (management) functions, when members of collegial bodies are delegated, when their remunerations in individual contracts of employment are determined and in human resources decisions. The same shall apply to any wage supplements, contributions, and other contributions in kind.

(3) Women and TIN* people shall not be discriminated against directly or indirectly in the admission procedure for a degree programme or as students.

(4) TU Wien shall encourage a high degree of gender diversity in all groups of persons and take appropriate inclusion measures to this effect.

¹³ Career Advancement Plan for Women at TU Wien (2024)

Ethnicity

§ 7 (1) TU Wien considers itself to be a part of the globalised knowledge society, in which different origins and different cultural backgrounds of its members are a matter of fact.

(2) Discrimination based on affiliation with an (imaginary) community of people who are perceived as "foreign" because of their descent, colour, religion, language, culture or customs shall not be permissible. This applies in particular to personnel decisions, the admission as a student, the granting of financial support, office allocation, working conditions or study conditions, etc.

(3) The specific initiatives of human resource development (e.g. regarding intercultural competence), of the Language Centre (e.g. regarding multilingualism) or elements of the organisational health promotion programme, and in particular a healthy and motivating working environment for all members at the university under paras. 1 and 2, are intended to contribute to an open-minded, international university sector.

Religion and belief

§ 8 (1) TU Wien respects the decision of its members to belong to a religious denomination or to remain without such denomination as well as their non-religious beliefs, provided they are in accordance with all applicable laws. Discrimination based on religion or belief shall not be permissible.

2) In addition to the public holidays, TU members who belong to an officially recognised religious community shall be granted the free time absolutely necessary to observe holidays according to the rules of their religion and shall receive their full remuneration during this time for a maximum of two working days per calendar year (§16 KV¹⁴).

Age

§ 9 (1) TU Wien commits itself to recognising and making use of the chances and opportunities provided by people in different stages of their lives. The University sees itself as a respectful and motivating working environment for all age groups.

2) The University expects staff members to be committed to life-long learning and to their own personal development, but also supports them in this endeavour. This includes in particular measures for the career advancement of junior staff members (for academic as well as non-academic staff members), such as mentoring programmes, through which senior and junior staff can share their knowledge and experience with each other. Generation management also includes relevant initiatives – some of which are age-specific – as part of the organisational health promotion programme.

(3) Regardless of specific obligations of TU Wien (in particular the career advancement of junior faculty), age must never be a criterion in recruitment or reorganisations and for other decisions in the area of human resources.

(4) Any initiatives to include retired people interested in fixed-term employment shall be endorsed.

Sexual orientation and diverse gender positions

§ 10 TU Wien commits itself to being open-minded about the sexual orientation of its members. Overt or covert discrimination against or hostility towards, in particular, people who are heterosexual, homosexual, or bisexual or people who are transsexual, inter-sexual or queer, or gender-fluid people, agender or non-binary people, as well as people with other gender identities, shall not take place. No one should be forced to conceal or reveal their sexual orientation.

Harassment and sexual harassment

§ 11 (1) Sexual harassment within the meaning of § 8 B-GIBG and harassment within the meaning of § 8a or § 16 B-GIBG are distinct forms of discrimination and therefore a violation of the personal rights of university members and applicants. TU Wien does not tolerate (sexual) harassment or sexist behaviour.

¹⁴ Collective Agreement for University Staff (as amended)

(2) Sexual harassment shall be deemed to have occurred if a university member or applicant is exposed to conduct related to the sexual sphere by a university member or a third party that violates the dignity of a person or is intended to do so, is undesired, inappropriate, degrading, or offensive for the person affected and creates an intimidating, hostile, humiliating, or harmful working environment for the person affected or is intended to do so. In this context, sexual harassment in the workplace refers to: sexual proposals, unwanted physical contact, insinuations and comments, sexist judgements or jokes about one's physical appearance, showing and presenting pornographic material and content as well as soliciting sexual acts.

(3) Harassment shall be deemed to have occurred, if a university member or applicant is exposed to conduct by a university member or a third party that is gender-related or falls under the reasons stipulated under §§ 6 to 9 and is demeaning or intended to be so, undesired, inappropriate, humiliating, or offensive for the person affected and creates an intimidating, hostile, humiliating, or harmful working environment for the person affected or is intended to do so.

(4) All members of TU Wien shall omit harassment and sexual harassment and sexist behaviour. This also includes the behaviour of teachers vis-à-vis students regarding content, format, and interaction in class, during exams, on study trips, and at other university-related events. In the context of their duty of care to staff members, all management staff at the university are obliged to take appropriate measures, offer support and, if applicable, proceed according to the works council agreement on "Cooperative Behaviour and Anti-Discrimination in the Workplace"¹⁵ or the Guideline to dealing with Sexism and Sexual Harassment.

(5) Sexual harassment and harassment shall be penalised by civil-service or disciplinary regulations. All persons involved in or witness to such behaviour are obliged to report it, but shall be obliged to maintain confidentiality. Legal consequences under civil or criminal law shall not be affected by the above provisions.

Bullying

§ 12 (1) Bullying is a complex crisis-like/conflict-ridden process in the workplace, in which a person is subject to behaviours displayed by one or more persons systematically and periodically over a longer period of time that they experience as offensive and discriminatory and that are intended to put them in an inferior position. If such a process continues without intervention, it will lead to severe damage to the working climate and negative consequences for the persons affected.

(2) All members of TU Wien shall omit bullying. This also includes the behaviour of teachers vis-à-vis students regarding content, format, and interaction in class, during exams, on study trips, and at other university-related events. In the context of their duty of care to staff members, all management staff at the university are obliged to take appropriate measures, offer support and, if applicable, proceed according to the works council agreement on "Cooperative Behaviour and Anti-Discrimination in the Workplace"¹⁶.

(3) Bullying shall be penalised by civil-service or disciplinary regulations. All persons involved in or witness to such behaviour are obliged to report it, but shall in any other respects be obliged to maintain confidentiality. Legal consequences under civil or criminal law shall not be affected by the above provisions. Bullying by students shall be subject to the chapter of the Statutes on provisions of study law.

(4) If bullying has occurred, the AKG, the Works Council for Academic Staff Members, the Works Council for Administrative and Technical Staff Members, the Ombuds Office for Academic Affairs, or the Student Union (HTU) should be contacted.

A.2 Courses of action

Implementation

§ 13 Ensuring a liveable working environment

¹⁵ Works Council Agreement on Cooperative Behaviour and Anti-Discrimination in the Workplace (2022)

¹⁶ Works Council Agreement on Cooperative Behaviour and Anti-Discrimination in the Workplace (2022)

(1) All members of TU Wien as well as applicants for positions and applicants for admission as students shall have the right to be treated in a manner that respects their dignity, and they shall in particular be protected from sexual harassment, harassment, discrimination, and bullying.

(2) Therefore, TU Wien shall take appropriate preventative measures and ensure that persons who are affected by sexual harassment, harassment, discrimination, or bullying are entitled to legal advice free of charge. The AKG, the two works councils, Gender Competence, the Ombuds Office for Academic Affairs, the Student Union at TU Wien and the unit responsible for personnel development shall provide information on relevant counselling possibilities, when called upon.

§ 14 Measures against discrimination, sexual harassment, harassment, and bullying

(1) Sexual harassment in the meaning of § 8 (for students and applicants for studies in connection with § 42 para. 2 B-GIBG), harassment in the meaning of §§ 8a and 16 B-GIBG, and bullying shall constitute a violation of personal rights. TU Wien does not tolerate (sexual) harassment, sexist behaviour, harassment or bullying.

(2) Any form of discriminatory conduct and discrimination based on gender, ethnicity, religion or belief, age, or sexual orientation shall constitute a violation of general service duties and shall be sanctioned according to provisions under labour law or employment law (§§ 9 and 16a B-GIBG).

(3) All members of TU Wien, in particular those with management duties in research, teaching, and administration, shall be responsible for not tolerating (sexually) harassing conduct and bullying in their units. The "Works Council Agreement on Cooperative Behaviour and Anti-Discrimination in the Workplace" shall be observed.

In the context of their duty of care to staff members, all management staff are obliged to take appropriate measures against sexual harassment or harassing behaviour and to offer support to those affected.

(4) In addition, the Rectorate shall – in accordance with the available financial means and to a reasonable extent – provide the financial and organisational resources required for suitable counselling possibilities or external counselling services.

(5) The AKG shall provide advice and support to persons, councils and committees to help them handle cases of sexist behaviour and/or sexual harassment as well as any other harassment or bullying in a professional and appropriate manner. All persons and bodies party to such incidents shall be obliged to maintain confidentiality. Relevant counselling and support services shall be offered in the programme for personnel development. The Office for Personnel Development shall be responsible for implementing these measures.

(6) Leadership training shall also include information on the career advancement of women, equal opportunities and anti-discrimination. In the context of onboarding new staff members and management staff, events in this field are particularly recommended.

§ 15 Contact points and complaints bodies

(1) University members who have been subject to discrimination, sexual harassment or bullying are encouraged to seek counselling and support from the competent contact points at the university.

(2) These include:

- a. in cases of discrimination (including harassment and sexual harassment) pursuant to B-GIBG: the AKG as well as the Works Council for Academic Staff Members or the Works Council for Administrative and Technical Staff Members;
- b. in cases of bullying: the Works Council for Academic Staff Members or the Works Council for Administrative and Technical Staff Members as well as the Committee on Equal Treatment (AKG) and Gender Competence;
- c. in cases of discrimination against a staff member on grounds of a disability: the Ombudsperson for Persons with Disabilities; if the person discriminated against is a student: the Disabilities Representative at TU Wien;
- d. in cases of discrimination (including harassment and sexual harassment) and bullying of students: the Ombuds Office for Academic Affairs and the Student Union at TU Wien (HTU).

Procedural regulations involving the Committee on Equal Treatment

§ 16 The Committee on Equal Treatment (AKG)

Pursuant to § 42 UG, the Committee on Equal Treatment has been established at TU Wien. Its task is to counteract discrimination by university bodies due to gender, ethnicity, religion or belief, age or sexual orientation, and to provide advice and support to university members and university bodies in these matters. The AKG also represents university members, students and applicants in cases of suspected bullying.

The AKG shall be involved in all decisions (§ 42 para. 8 UG) of university bodies, in the same manner as under §§ 26 to 34 of the Career Advancement Plan for Women in the version of 2024.

B. Non-discrimination rule concerning disability

§ 22 (1) TU Wien is committed to providing equal opportunities for persons with disabilities and chronic or mental illnesses (hereinafter referred to as "persons with disabilities") and creates an environment in which their equal participation in all areas of teaching, research, and administration is possible¹⁷. "Disability" denotes a dynamic process that is socially constructed, contingent on individuals' working and study situations. Objectives pertaining to equal opportunities include in particular:

- a. providing equal access to all teaching and services;
- b. improving accessibility regarding study conditions, granting compensation for disadvantages, and alternative exam formats;
- c. ensuring accessibility regarding construction, organisation, technology, and information (in particular compliance with ÖNORM B 1600 et seq.¹⁸, the E-Government Act¹⁹, the BEinstG²⁰, the BGStG²¹ and the Web Accessibility Act (WZG));²²
- d. improving career opportunities and support for persons with disabilities in academic and non-academic positions;
- e. supporting disability studies and integrating them into research and teaching.

(2) TU Wien shall design its job advertisements and individual job interviews in a non-discriminating manner and shall highlight its objective of providing equal opportunities in all recruitment matters and job advertisements. Advertisements for vacant jobs as well as management positions shall contain the following boilerplate: "Persons with disabilities and relevant qualifications are explicitly encouraged to apply."

3) All applicants with disabilities who meet the requirements stated in the job description shall be invited to an interview. In exceptional circumstances (e.g. an unusually high number of applicants with disabilities) the number of applicants with disabilities to be invited may be reduced as an exception and after having obtained approval from the Ombudsperson for Persons with Disabilities in writing.

(4) All training courses for staff members shall be designed in a manner that persons with disabilities can participate without restrictions.

(5) Students with disabilities shall have the opportunity to discuss the support necessary for their participation with the Disabilities Representative. The support offered shall depend on the impact of the disability on the study programme / the course contents and shall be deemed to be a compensation for disadvantages as well as the implementation of requirements of the UG and the objectives set by TU Wien.

¹⁷ Guideline of the Vice Rectorate for Human Resources and Gender "Employing Persons with Disabilities " (2014)

¹⁸ ÖNORM B 1600: 2013 10 01, Building for Accessibility – Planning Principles

¹⁹ E-Government Act (E-GovG), Federal Law Gazette I No. 10/2004

²⁰ Disability Employment Act (BEinstG), Federal Law Gazette No. 22/1970

²¹ Federal Disability Equality Act – BGStG, Federal Law Gazette I No. 82/2005

²² Web Accessibility Act; German version: <https://www.ris.bka.gv.at/GeltendeFassung.wxe?Abfrage=Bundesnormen&Gesetzesnummer=20010727>

(6) When designing their courses, all teachers shall be committed to anti-discrimination and shall take into account the dimension of disability as far as possible regarding teaching content or the learning outcomes of the course. Course contents and materials for students with disabilities shall be made available in an accessible format, as needed. This shall in particular apply to contents and materials made available on e-learning platforms.

(7) TU Wien and its teaching staff shall be committed to considering alternative examination methods (§ 59 para. 1 (12) UG) and to applying this provision to the benefit of students with disabilities. The Vice Rector for Academic Affairs shall support this principle.

(8) The contact person regarding cases of such discrimination is the Disabilities Representative at TU Wien for students and the Ombudsperson for Persons with Disabilities for staff members.

§ 18 TU Wien shall create incentive systems for increasing the number of staff members with disabilities both among the technical administrative staff and among the academic staff.

(1) In agreement with the Ombudsperson for Persons with Disabilities, an appropriate number of positions explicitly reserved for persons with disabilities shall be advertised, contingent upon available financial resources, at least until the target quota under the Disability Employment Act has been reached. These advertisements for positions for persons with disabilities shall contain the following boilerplate: "This job advertisement is addressed to applicants with disabilities."

(2) The Ombudsperson for Persons with Disabilities shall also have the right to be the contact person for job applicants with disabilities during the recruitment process.

§ 19 The Ombudsperson for Persons with Disabilities and the Disabilities Representative shall have the right to participate in meetings of the Senate to provide information.

§ 20 Monitoring of the situation of persons with disabilities

(1) Every four years, the Rector shall commission a study on the situation of persons with disabilities at TU Wien, in particular their working and study conditions, as part of the stakeholder survey. The study can be commissioned to an organisational unit of TU Wien. The results of this study shall be published by the Rector in an appropriate format.

(2) Every four years, an evaluation of the support measures for persons with disabilities shall be conducted. If an external party is to conduct the evaluation, the Ombudsperson for Persons with Disabilities and the Disabilities Representative shall have the right to propose the external party.

(3) Based on the results of the evaluation of the support measures for persons with disabilities, measures aimed at providing equal opportunities for persons with disabilities at TU Wien shall be designed and implemented in collaboration with the Ombudsperson for Persons with Disabilities and the Disabilities Representative.

§ 26²³ Ombudsperson for Persons with Disabilities

(1) Registered persons with disabilities shall have the right to elect their own representative body. If TU Wien employs a minimum of 5 registered persons with disabilities, they elect an Ombudsperson for Persons with Disabilities among themselves (§ 22a BEinstG). The Disability Employment Act (§§ 8 and 22a BEinstG) and the Labour Constitution Act (§ 67 ArbVG²⁴) provide the legal basis for the work of the Ombudsperson for Persons with Disabilities.

(2) The Ombudsperson for Persons with Disabilities shall represent the economic, social, health-related, and cultural interests of the registered staff members with disabilities and shall be available as a contact person.

The duties of the Ombudsperson for Persons with Disabilities include in particular:

- a. monitoring compliance with the provisions of the Disability Employment Act;
- b. communicating perceived deficiencies to the works council and the employer;
- c. making proposals regarding employment, training, and further education;

²³ Numbering in accordance with the German version

²⁴ Federal Law of 14 December 1973 on the Labour Constitution (Labour Constitution Act - ArbVG)

- d. pointing out special needs of staff members with disabilities;
- e. participating in the meetings of the works council in an advisory capacity (§ 67 ArbVG).

(3) TU Wien shall provide the Ombudsperson for Persons with Disabilities with rooms as well as other equipment for the fulfilment of their duties to an appropriate extent (§ 22a para. 15 BEinstG).

(4) The Ombudsperson for Persons with Disabilities shall have the right to use the resources of their own workplace (PC etc.) and the infrastructure (rooms and personnel) of the works council to which they belong for the fulfilment of their duties.

(5) The cash expenses incurred by the Ombudsperson for Persons with Disabilities in the fulfilment of their duties shall be refunded out of the reimbursement fund, provided that no reimbursement can be granted based on other legal provisions (§ 22a para. 15 BEinstG). In addition, TU Wien can reimburse the expenses arising from travel and accommodation for further education and networking to a reasonable extent.

§ 21 Disabilities Representative at TU Wien

(1) The Disabilities Representative at TU Wien shall be the contact point for students who are deemed to be disabled, chronically ill, or are hindered in their studies in another form.

(2) The duties of the Disabilities Representative shall include:

- a. Counselling and providing information to persons with disabilities and chronically ill students and potential students in all matters connected to the disability and the chronic illness and their studies.
- b. Individual counselling and support for students in their everyday university life.
- c. Developing criteria for implementing the compensation of disadvantages in collaboration with all areas of the university, in particular teaching and the individual service units at TU Wien, as well as in collaboration with colleagues from other universities and universities of applied sciences in Austria for the entire higher-education sector in Austria.
- d. Communicating the initiatives taken and implementing measures to raise awareness of persons with disabilities at universities and higher education institutions in all areas and organisational units;
- e. Providing professional assistance and coordinating the compensation of disadvantages and support services in cooperation with all units at the university, in particular teaching and the individual service units at TU Wien.
- f. Developing and extending the counselling services for students with disabilities.
- g. Contributing to the accessibility and equipment of buildings and infrastructure at TU Wien, e.g. when planning the accessible construction of new buildings or the retrofitting of existing buildings. The Disabilities Representative and the Ombudsperson for Persons with Disabilities shall be actively involved in the implementation and shall be informed by the competent department about all measures taken that concern buildings and infrastructure. For major construction and retrofitting projects, a trained professional with expertise in the accessible design of buildings shall be called upon in order to ensure that this is carried out professionally. The Disabilities Representative and the Ombudsperson for Persons with Disabilities shall have the right to inform the Rectorate of any deficiencies.
- h. Contributing to and carrying out research projects that focus on issues and topics relevant to persons with disabilities.

(3) The Disabilities Representative shall be independent in the fulfilment of their duties, in particular regarding the substance of their advice, and shall be assigned to the Vice Rectorate for Academic Affairs. The position shall be advertised. Required qualifications include a university degree with a focus on technical sciences or social sciences or an equivalent qualification and a disability of at least 50%.

(4) The Rector shall provide the Disabilities Representative with the resources (room, personnel, and equipment) necessary for the fulfilment of their duties.

Chapter 2: Compatibility of work and studies with family care

§ 22 Institutions for child care and compatibility

(1) TU Wien sees it as an obligation to consider family responsibilities and duties when designing jobs or study syllabuses. To this end, framework conditions shall be created that make jobs/degree programmes and family care more compatible.

(2) To implement and further develop measures to improve compatibility, the Rector shall appoint a Representative for Compatibility Issues for their period of office based on the proposal of the AKG. This person shall be assigned to the competent Vice Rector pursuant to the Rector's Rules of Procedure. The rights and duties of the Representative for Compatibility Issues are derived from the Universities Act, the Statutes of TU Wien, and the Charter "Families at University". The Representative for Compatibility Issues shall be independent in their work and the advice they give.²⁵

(3) The Representative for Compatibility Issues shall be integrated into the organisational structure of TU Wien.

(4) The Representative for Compatibility Issues shall advise the university management on measures suitable for improving the compatibility of work and studies with family care. They shall draw attention to the issue of compatibility of work and studies with family care and enhance awareness of this issue. Their tasks also include awareness raising.

(5) In addition, TU Wien has established an Office for Compatibility Issues to support all members of TU Wien and to fulfil its compatibility mission as an operating unit. In addition to its core role as contact point and service unit, this office shall design and implement concrete initiatives for child care and offer support for people who provide care to family members.

(6) As part of stakeholder surveys, the competent member of the Rectorate shall conduct regular surveys of the childcare needs at TU Wien among all university members under § 94 of the Universities Act, and they shall receive support for this from the Representative for Compatibility Issues. The survey shall take into account the needs of persons who are on leave for reasons provided for by law. TU Wien shall provide the necessary resources. The results of this survey shall be published by TU Wien in an appropriate format.

Based on the results and contingent on the availability of financial resources, appropriate measures shall be taken.

(7) The Rectorate shall ensure that the Representative for Compatibility Issues is provided with the resources necessary (e.g. time, equipment, travel, further education). The Representative for Compatibility Issues may also use the resources available at their workplace for the fulfilment of their duties (desk, phone, PC etc.).

(8) An advisory board ("kindergarten board") shall help with the preparation of the allocation of places at the university kindergarten. The kindergarten board shall include representatives of the parents, the works councils, Gender Competence, the AKG, and the Representative for Compatibility Issues.

9) The Representative for Compatibility Issues shall report periodically on the developments regarding compatibility and support for dual careers to the competent Vice Rectorate, the Works Council for Academic Staff Members, the Works Council for Administrative and Technical Staff Members, and the AKG, and shall for this purpose be invited to the respective meetings. If necessary, the representative bodies shall have the right to request a report from the Representative for Compatibility Issues outside of the periods agreed upon. Reports to the faculties as well as to the Senate shall be arranged for and, upon request, drawn up.

(10) TU Wien is committed to fostering dual careers.

§ 23 Working hours

When designing new schemes for the planning and recording of working hours and for the monitoring of presence at work and absence from work, the AKG shall be included in addition to the Works Council for Academic Staff Members and the Works Council for Administrative and Technical Staff Members.

§ 24 Flexible working hours – work from home

(1) TU Wien fosters and supports flexible working hours and work from home for their staff members, and defines the organisational framework, such as availability and the right to disconnect, as well as the provision of infrastructure for work from home.

(2) The management staff at TU Wien shall encourage flexible working hours and work from home for all staff members, in regard of compatibility with the best possible fulfilment of tasks in research, teaching and administration. This topic shall be raised in all career and performance appraisal talks.

§ 25 Special leave and parental leave

When taking special leave, family leave, and care leave, the following principles shall apply to all staff members:

(1) Taking part-time employment and leave, including family leave, shall not lead to direct or indirect discrimination against staff members in connection with their employment or training.

(2) If staff members return to their jobs after a leave of absence, they shall be given sufficient time for familiarising themselves with their area of responsibility.

§ 26 Extended care leave for staff members at TU Wien²⁶

(1) TU Wien shall grant its staff members the possibility to take a leave of absence to perform the necessary care for close relatives who do not live in the same household. The legally stipulated limits that apply to care leave (§ 76 of the BDG, § 29f of the Contractual Employee Act (VBG), §§ 16 to 18 of the Holiday Act²⁷) per calendar year shall not be exceeded when making use of this additional possibility.

(2) Paid care leave can be taken for the necessary care of a close relative. The need for this care shall be deemed to exist if a sick relative cannot be left alone because of the type and severity of the illness or their age, if the sick relative requires assistance, or if medical care is necessary. The physician consulted shall determine the length of the need for care resulting from a particular illness. The leave may also be necessary for a certain amount of hours only.

(3) Necessary care shall also be deemed to include the completion of urgent tasks that cannot be postponed (e.g. shopping, accompanying someone to the physician's office or the completion of administrative procedures). Close relatives shall be deemed to include parents, grandparents, great-grandparents, biological children, adopted and foster children, if the right of care leave no longer exists; biological children of spouses, registered partners, and domestic partners living in the same household; and grandchildren and great-grandchildren.

(4) This form of leave shall be applied for to the personnel department and needs to be justified in writing in order to demonstrate the necessity of the care. If an insufficient justification for the necessity of the leave is given or if the required documentation of a medical examination is not presented, the working hours taken as leave shall be worked as extra hours.

§ 27 Establishment of parent-and-child facilities

TU Wien shall establish parent-and-child facilities at all its locations and shall equip them to meet the needs of parents (e.g. facilities for preparation of baby food), contingent on available space and technical conditions.

§ 28 Compatibility of studies with family care

(1) TU Wien shall work towards making pregnancy, parenthood, and care of family members compatible with studies and the completion of degree programmes.

(2) Care of family members shall constitute a reason for leave in the meaning of § 67 para. 1 of the UG.

²⁶ Works Council Agreement regarding Extended Care Leave (2015)

²⁷ Federal Act of 7 July 1976 for the Standardisation of Legislation concerning Holidays and the Introduction of Care Leave

C. Period of validity and entry into force

§29 Period of validity

This Equal Opportunities Plan shall be in force for a period of six years. It shall be adapted to new developments every three years if necessary.

§ 30 Entry into force

The amendment to the chapter of the Statutes pursuant to University Gazette 2025, 10th part, consecutive no. 99, shall enter into force on the day after its announcement in the Gazette.