

HONG KONG BAPTIST UNIVERSITY
Human Resources Office

Policy Statement on Equal Opportunities

1. Hong Kong Baptist University is committed to equality of opportunities for all students, staff, and other stakeholders of the University regardless of identity or background. Everyone has the rights to be respected and equally treated and there is zero tolerance for discrimination and harassment. Every individual or group within the University should be able to study or work in a safe, vibrant and discrimination/harassment-free environment that values diversity and inclusion. We as individuals and groups should help promote and maintain equal opportunities for all as we strive for excellence. To this end, the University has taken active steps in support of equality and diversity, and prohibition of discrimination and harassment across campus.

2. The University adopts an inclusive admission policy which enables all deserving students to receive education at HKBU, cultivates values of embracing diversity among students and prepares students to collaborate with people of diverse backgrounds. The University provides diverse subjects and learning modes to suit students of different needs, aptitudes and aspirations. It enables equal access to educational opportunities, regardless of family background, family status, gender, place of origin, ethnicity, race, disability, age, faith heritage and sexual orientation in our admission and student support policies.

3. As an equal opportunities employer, the University ensures that individuals will be selected, appointed, promoted, developed and treated fairly on the basis of consistent selection criteria, i.e. the job requirements for the respective staff grades, as well as the criteria and accommodations as laid down in the relevant policy document. One pay scale, performance assessment and reward system are adopted for each category of staff. Individuals will be assessed on the basis of the job requirements and their relevant aptitudes, skills and abilities, and not on other irrelevant considerations, such as family background, family status, gender, place of origin, ethnicity, race, disability, age, faith heritage and sexual orientation. The University will take all steps may be needed to ensure fairness and eliminate inequality during the recruitment process and employment journey.

4. The University is conscientious about providing equal and universal access, wherever reasonably practicable, to all University facilities and services. The University strives to provide reasonable accommodation to students with special educational needs and ethnic minority students.

5. A Task Force led by the Provost, Vice-President (Teaching and Learning), and Vice-President (Administration) and Secretary will advise matters related to equal opportunities and diversity at the University. The Equal Opportunities Panel, made up of members from amongst the Equal Opportunities Advisers from different departments/offices, has in place a set of procedures to handle grievances, complaints or allegations relating to discrimination or harassment on grounds covered under legislation in strictest confidence. Failure to comply with legislation could render the University, and the individual(s) concerned, liable to legal action brought against them. The University will not tolerate victimisation or retaliation of any kind against any party for lodging a complaint in good faith or involving in case investigation. Relevant policies will be reviewed periodically.

6. Members of the University are encouraged to refer to useful guidance on the requirements of legislation as contained in the Codes of Practice on Employment issued by the Equal Opportunities Commission (EOC), which can be viewed via the EOC's website at <http://www.eoc.org.hk>.

For enquiries, complaints, or requests for assistance on equal opportunities issues, please send an email to eopunit@hkbu.edu.hk.

Human Resources Office
May 2023

香港浸會大學
人力資源處

平等機會政策指引

1. 香港浸會大學致力為大學所有學生、僱員與其他持份者提供平等機會，不因其身份或背景而異。每個人都有權受到尊重和平等對待。大學絕不容忍任何歧視及騷擾行為。大學應締造安全、有利互動、多元共融及零歧視和騷擾的環境，以供校內人員及團體學習或工作。不論個人或團體身份，我們追求卓越時均應推動及確保所有人員享有平等機會。為此，大學已在校內推廣平等機會、多元共融，並禁止歧視和騷擾。
2. 大學採用多元共融的招生政策，讓所有學生都能在香港浸會大學接受教育，培養學生擁抱多元性的價值觀，並為學生與不同背景的人合作做好準備。大學提供多樣化的科目和學習模式，以滿足不同需求、才能和抱負的學生。大學於招生和學生支援政策中對所有學生一視同仁，不論家庭背景、家庭崗位、性別、出生地、族裔、種族、殘疾、年齡、信仰或性傾向，均能獲得平等機會。
3. 大學作為提倡平等機會的僱主，對於僱員的甄選、聘任、晉升、培訓及待遇，均按劃一準則公平處理，亦即遵循所屬職級的工作要求以及相關政策文件訂明的標準及所需調適。每個類別的員工均採用同一薪級表、績效考核和獎勵制度。大學評審人選時，只會考慮職位所要求的才能、技術及資格，不涉其他無關事項，例如家庭背景、家庭崗位、性別、出生地、族裔、種族、殘疾、年齡、信仰或性傾向。大學會採取所有可能需要的措施，以確保公平，並消除招聘和就業過程中的不平等情況。
4. 大學在可行情況下為校內人員及團體提供無障礙設施及服務，亦致力為有特殊教育需要的學生及少數族裔學生提供合理的配套和措施。
5. 一個由常務副校長、副校長（教與學）及行政副校長暨秘書長領導的專責組，會為大學在平等機會及多元共融發展上提供建議。大學專設由不同部門的平等機會輔導員所組成的「平等機會小組」，負責按既有程序處理就法例涵蓋的歧視或騷擾提出的申訴、投訴或指控，過程絕對保密。若違反法例，大學及相關人士將需承擔法律後果。大學不會容忍對善意投訴或參與案件調查的任何一方進行各種形式的傷害或報復，亦會對相關政策作定期檢討。
6. 大學的成員可參閱平等機會委員會就法例要求而編製的各種「僱傭實務守則」，以獲取適用指引。有關守則已載於平機會網站：<http://www.eoc.org.hk>。

如有查詢、投訴、或就平等機會事宜需要協助，請電郵 eopunit@hkbu.edu.hk。

人力資源處
二零二三年五月