Duhok Polytechnic University

Non-Discrimination Policy on Gender Identity

Policy information	
Policy number	DPU-POL-AD-06
Policy category	Administration – Equity and Inclusion
Version	1.1
Policy owner	Directorate of Administration
Responsible office	Directorate of Administration, with the Office of Student Affairs
Approving authority	University Council
Approval date	30/06/2024
Effective date	30/06/2024
Last review date	30/06/2025
Next review date	30/06/2027
Related policies	Gender Equality Policy (DPU-POL-AD-05); Quality Education and Equal Access Policy (DPU-POL-AC-04)
SDG alignment	SDG 5 (Gender Equality), SDG 10 (Reduced Inequalities)

1. Policy statement

Duhok Polytechnic University (DPU) treats every student, staff member and applicant with dignity and fairness. DPU does not discriminate against any person on the basis of gender identity, including transgender people, in admission, teaching, assessment, student services, recruitment, employment or promotion. All members of the university community are entitled to study and work free from harassment, bullying and exclusion.

2. Purpose

This policy:

- protects transgender people and others from discrimination based on gender identity at DPU
- sets out how DPU protects their privacy and dignity
- provides a confidential way to report discrimination and harassment, with protection from retaliation
- complements DPU's Gender Equality Policy and Quality Education and Equal Access Policy

3. Scope

This policy applies to all students, academic and administrative staff, applicants for study or employment, contractors and visitors, on all DPU campuses and in all university activities, including online learning and off-campus activities organised by DPU. It operates within the laws in force in the Kurdistan Region and Iraq.

4. Definitions

Term	Meaning
Gender identity	A person's internal sense of their own gender, which may or may not correspond to the sex recorded at birth

Term	Meaning
Transgender person	A person whose gender identity differs from the sex recorded at birth
Discrimination	Treating a person less favourably, directly or indirectly, because of their gender identity
Harassment	Unwanted conduct related to gender identity that violates a person's dignity or creates an intimidating, hostile or offensive environment
Retaliation	Any adverse action against a person because they reported discrimination or harassment, or took part in an investigation

5. Policy provisions

5.1 Equal treatment

- Decisions on admission, grading, scholarships, recruitment, promotion and access to university services are based on merit and published criteria, never on gender identity.
- No student or staff member may be excluded from classes, examinations, activities or facilities because of their gender identity.

5.2 Privacy and confidentiality

- Information about a person's gender identity is confidential and is shared only with their consent or where required by law.
- Staff handling student and staff records protect this information.

5.3 Respect and protection from harassment

- Harassment, bullying, insults and intimidation related to gender identity are not tolerated and are treated as disciplinary matters.
- Awareness of non-discrimination and respectful conduct is part of staff development and student orientation.

5.4 Reporting and protection from retaliation

- Discrimination or harassment can be reported confidentially to the Office of Student Affairs or the Directorate of Administration.
- Complaints are investigated promptly, fairly and confidentially under established university procedures.
- People who report, or who take part in an investigation, are protected from retaliation.

6. Roles and responsibilities

Role	Responsibility
University Council	Approves the policy and reviews the annual report
Directorate of Administration	Owns the policy; oversees implementation; handles staff complaints
Office of Student Affairs	Handles student complaints; supports affected students
Psychological and Social Counseling Center	Provides confidential counselling and support
Deans and heads of department	Apply the policy in their units and act on reported cases
All students and staff	Treat others with respect and comply with the policy

7. Compliance, monitoring and reporting

1. Breaches of this policy are handled through DPU's disciplinary procedures. Sanctions may include warnings, corrective actions or administrative penalties, depending on severity.
2. The Directorate of Administration keeps a confidential record of complaints and outcomes, without identifying the people involved.
3. An anonymised summary is included in the annual Gender Equality Report to the University Council.

8. Related documents

- Gender Equality Policy (DPU-POL-AD-05)
- Quality Education and Equal Access Policy (DPU-POL-AC-04)
- United Nations Sustainable Development Goals 5 and 10
- Universal Declaration of Human Rights, Articles 1, 2 and 7

9. Policy review

The policy is reviewed every two years, or earlier if required by legal or institutional developments.

10. Version history

Version	Date	Description	Approved by
1.0	30/06/2024	First approval	University Council
1.1	30/06/2025	Revised	University Council

11. Approval

Approved by the University Council of Duhok Polytechnic University, created on 30/06/2024, and revised on 30/06/2025.

