

REGULATIONS

on the Organization of Activities of Consultative Bodies for Ensuring Equal Rights and Opportunities for Women and Men at the University

Chapter 1. General Rules

1. This Regulation establishes the consultative council (hereinafter referred to as the main tasks, functions, rights, and responsibilities, as well as the organization of the council's activities) and defines the procedure for their operation.
2. The consultative council carries out its activities on a public basis with the aim of creating equal rights and opportunities for women and men in labor collectives, protecting their labor rights, recommending them for managerial positions, and promoting the elimination of direct or indirect gender discrimination. The consultative council is organized by the order of the university rector.
3. The activities of the consultative council are carried out in accordance with the university's charter, thereby establishing organic cooperation with public organizations.
4. The consultative council carries out its activities in accordance with the Constitution of the Republic of Uzbekistan, laws on "Guarantees of Equal Rights and Opportunities for Women and Men," "Protection of Women from Harassment and Violence," laws, international treaties on gender equality and family issues, of which the Republic of Uzbekistan is a party, and other regulatory legal documents, as well as this regulation.
5. The consultative council operates based on the principles of legality, equality of women and men, non-discrimination based on gender, humanism, patriotism, openness, and transparency.

Chapter 2. Main Tasks and Functions of the Consultative Council

6. The main tasks of the Consultative Council are as follows: taking measures to implement the state policy in ensuring equal rights and opportunities for women and men within the competence of the University; representing the university in protecting the equal rights and legitimate interests of women and men, addressing their issues, improving the social and moral environment in their families, promoting their socio-economic and political activity, legal and spiritual development, participating in the development and implementation of programs, national action plans, and strategies to enhance intellectual knowledge; Ensuring regular collection and analysis of statistical data and information on cases that may lead to direct and indirect gender discrimination within the university; reviewing complaints from individuals and legal entities regarding violations of equal rights and opportunities for women and men and participating in measures to resolve them; contributing to the improvement of the professional training system for issues related to gender equality; taking appropriate measures to increase the level of culture and awareness of citizens regarding the provision of equal rights and opportunities for women and men; at the request of the university, actively involving self-governing bodies, non-

governmental non-profit organizations, and other institutions of civil society in the implementation of state programs, national action plans, and strategies to ensure equal rights and opportunities for women and men in establishing social partnership; providing proposals and recommendations from relevant government bodies to the authorities for creating conditions for the joint fulfillment of professional and family responsibilities by women and men, creating safe, comfortable, and dignified working conditions, including by providing both mothers and fathers with parental leave; developing and implementing temporary special measures to ensure the implementation of the university's gender policy; participating in promoting and providing comprehensive support for information and educational activities on ensuring equal rights and opportunities for women and men; ensuring the participation of the recipient in legal (gender-related legal) expertise of adopted regulatory and other internal normative documents; studying the status of the creation of benefits provided for by the Labor Code of the Republic of Uzbekistan and other applicable legal documents regarding the provision of equal rights and opportunities for women and men in the university and preparing proposals and recommendations based on the results of implementation; actively participating in monitoring and evaluating the process of activities from a gender equality perspective; participating in interviews or other processes with candidates applying for employment, appointment to positions, and positions, taking into account gender diversity and contributing to the formation of a reserve of personnel by the employer; providing recommendations for talented, demanding, and responsible male and female candidates for managerial positions; collaborating with employees of the official system when considering complaints about violations of equal rights and opportunities for male and female workers; putting an end to various forms of violence in the workplace of male and female workers, taking comprehensive measures to support low-income individuals, individuals in need of social protection, and individuals with disabilities; ensuring gender equality in the labor market, establishing labor relations correctly, creating opportunities for the employment of both men and women to facilitate their employment, promote their employment, enhance their professional potential and labor force participation, and create conditions for improving professional skills that contribute to skill development. Furthermore, it involves monitoring to ensure that women and men in the same positions receive equal monthly salaries and other equivalent benefits. The Consultative Council collaborates with other ministries, departments, public organizations, and international organizations to promote gender equality. In pursuit of equal rights and opportunities for women and men, the Consultative Council may determine and implement other measures within the bounds of the law as key directions of its activities.

Chapter 3. Rights and Responsibilities of the Consultative Council

7. In order to fulfill its main tasks and functions, the Consultative Council has the following rights: to request and receive necessary documents, statistical and analytical data from the respective manager and department(s) within its authority; participation in meetings and other events agreed upon with the university administration; examination of the observance of constitutional rights, freedoms, and lawful interests of employees and their family members; familiarization with the working and living conditions of employees with their consent; making proposals to the university administration on matters within the competence of the Consultative Council; making proposals for the development of state programs, national action plans, and strategies to ensure equal rights and opportunities for women and men at the University; requesting gender-legal expertise from the structural units on regulatory and other internal normative documents adopted by the university;

developing proposals for eliminating gender inequality identified through the analysis of internal documents and submitting them to the corresponding structural units or the Legal Department; making proposals to the university administration on matters within the competence of the expert council; analyzing whether the university's responses to inquiries from individuals and legal entities meet the requirements of gender equality in specific cases; cooperation with mass media in covering issues discussed at the meetings of the Consultative Council; organizing conferences, forums, seminars, meetings, training seminars, round tables, and other events; organizing the participation and engagement of non-governmental non-profit organizations, mass media, and other institutions of civil society, as well as organizing various events in collaboration with them.

The Consultative Council carries out its activities by:

Observing the legal restrictions related to the University's activities and not obstructing the activities of the University and its officials;

Preventing insults to the honor and dignity of citizens and interference in their personal lives based on gender equality;

Obliging to maintain the confidentiality of information obtained during its activities if the dissemination of such information is restricted by law;

The Consultative Council may have other duties and rights in accordance with the law.

The Consultative Council, in carrying out its activities, has the following obligations:

Compliance with the Constitution and laws of the Republic of Uzbekistan, resolutions of the Chamber of the Supreme Assembly of the Republic of Uzbekistan, decrees, resolutions, and orders of the President of the Republic of Uzbekistan, decisions and orders of the Cabinet of Ministers of the Republic of Uzbekistan, and other regulatory documents and these Regulations;

Strict adherence to the principles of the University's independence and non-interference in its work;

The Consultative Council may perform other obligations within this scope in accordance with legislation.

Chapter 4. Composition of the Consultative Council

9. The Consultative Council consists of a Chairperson, Deputy Chairperson, Secretary, and members. The Consultative Council carries out its activities on a public basis.

The Consultative Council includes university employees, business entities, self-governing bodies of citizens, non-governmental non-profit organizations, representatives of mass media, and representatives of other civil society institutions (up to 9 individuals).

Members of the Consultative Council voluntarily join and are excluded from its composition for a specified period by the order of the university's leader.

The position of the Chairperson of the Consultative Council (leadership) is entrusted to the university's vice-rectors.

11. The Chairperson of the Consultative Council overall leads the activities of the Consultative Council and exercises the following powers:

ensures the observance of the principles of equal rights and opportunities for women and men in the relevant sphere of the university's activities;

analyzes the status of ensuring equal rights and opportunities for women and men, considers the possibility of adopting temporary special measures to ensure the implementation of gender policies and makes proposals for their preservation;

carries out informational activities to eliminate direct or indirect gender discrimination in cooperation with self-governing bodies of citizens, non-governmental non-profit organizations,

and other civil society institutions on a regular basis; analyzes gender indicators in the field of ensuring equal rights and opportunities for women and men, conducts monitoring work; considers and analyzes appeals from individuals and legal entities on issues of equal rights and opportunities for women and men and, if necessary, reports them to the competent authorities; takes measures to enhance the professional level of employees on issues of ensuring equal rights and opportunities for women and men; takes measures to eliminate instances of direct or indirect discrimination based on gender;

Convenes meetings of the Consultative Council and determines the agenda; Chairs the meetings of the Consultative Council;

Approves the work plan of the Consultative Council, the minutes of the meetings of the Consultative Council, and other documents related to the work of the Consultative Council;

Monitors the implementation of decisions of the Consultative Council;

Coordinates the activities of the members of the Consultative Council in carrying out their assigned tasks;

Makes proposals to the University's leadership regarding the inclusion and exclusion of members of the Consultative Council; exercises other powers in accordance with regulatory documents and decisions of the Consultative Council.

12. In the absence of the Chairperson of the Consultative Council, the Deputy Chairperson of the Consultative Council shall fulfill their responsibilities and duties.

13. The Deputy Chairperson of the Consultative Council:

Typically presides over the meetings of the Consultative Council; Monitors the implementation of decisions made by the Consultative Council.

14. The Secretary of the Consultative Council:

Ensures the timely preparation of necessary documents for the meetings of the Consultative Council;

Organizes the meetings of the Consultative Council according to the agenda; Consults with the Chairperson of the Consultative Council regarding the date, venue, and invited individuals for the meeting;

Informs members of the Consultative Council and invited individuals about the location, date, and time of the meeting;

Monitors the implementation of decisions made by the Consultative Council and proposes to the leadership the consideration of the meeting's outcomes;

Prepares the report of the Consultative Council and distributes the approved report to the members of the Consultative Council and other relevant parties;

Exercises other powers in accordance with regulatory documents and decisions of the Consultative Council.

15. Members of the Consultative Council:

They participate in the decision-making and discussion of matters discussed at the meetings of the Consultative Council, without the right to delegate their powers. If members of the Consultative Council are unable to attend the meetings in certain cases, they may submit their opinions in written form to the Secretary of the Consultative Council.

The expressed opinions will be considered at the meeting and taken into account during voting.

They develop proposals for further improvement of regulatory and internal documents governing the university's activities, in order to ensure equal rights and opportunities for women and men.

They contribute proposals to the Consultative Council regarding the protection of the rights, freedoms, and lawful interests of employees and their family members.

Chapter 5: Organization of the Consultative Council's Activities

16. The activities of the Consultative Council are carried out based on this Regulation.

17. The main issues related to the Consultative Council's activities are discussed during the Consultative Council meetings. The Consultative Council meetings are convened at least once per quarter, based on the work plan of the Consultative Council.
The Chairperson of the Consultative Council may convene an extraordinary meeting upon a written request by at least one-third of the members of the Consultative Council.
18. The draft agenda for the Consultative Council meeting is prepared by the Secretary of the Consultative Council, based on the proposals from the members of the Consultative Council and instructions from the Chairperson of the Consultative Council.
19. The meetings of the Consultative Council are chaired by the Chairperson of the association. In cases where the Chairperson is unable to attend, the Deputy Chairperson presides over the meeting.
University leaders, vice-rectors, or other employees may participate in the meetings of the Consultative Council.
20. The Consultative Council meeting is considered valid if at least two-thirds of the invited individuals (quorum) participate in it. In case of the absence of a quorum, a new date for the Consultative Council meeting will be announced.
21. Decisions of the Consultative Council are made by a majority vote of the members present at the meeting. In case of a tie, the decisive vote is cast by the Chairperson of the Consultative Council.
22. The Consultative Council is based on free discussion, voting, consideration of public opinion, equality, and collegiality in decision-making.
23. Each member of the Consultative Council has the right to express their opinion in writing regarding the adopted decision. In such cases, the opinions will be included in the minutes of the Consultative Council meeting.
24. The decision of the Consultative Council is presented to the university leader within three days from the date of its adoption.
The decision of the Consultative Council is of a recommendatory nature. In case the university leader does not approve the decision, the university will provide a motivated response to the Consultative Council no later than ten days from the date of the decision.
25. In case of the need for an urgent decision, the decision of the Consultative Council should be made through a survey initiated by the Chairperson of the Consultative Council after consulting with the members of the Consultative Council.
26. The decision made during the Consultative Council meeting is documented in the minutes of the meeting. The minutes are signed by the Secretary of the Consultative Council, approved by the Chairperson of the meeting, and sent to the members of the Consultative Council and other relevant individuals within three days.
27. The Secretary of the Consultative Council, together with the members of the Consultative Council, regularly reviews the ways to implement the decisions of the Consultative Council and, if necessary, submits proposals to the Chairperson of the Consultative Council.

Chapter 6: Substitute Rules

29. The material and technical support of the Consultative Council is provided through the funds of the university, as well as from other sources not prohibited by legislation.
30. The university leader oversees the activities of the Expert Council.
31. Decisions of the Consultative Council and decisions of the university leader related to the organization of the Consultative Council's activities can be appealed in accordance with the established procedure.