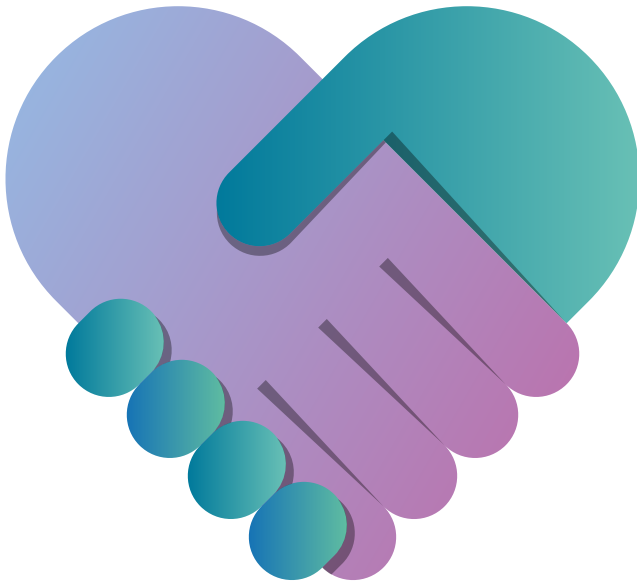




University
of Basel



For the protection of
personal integrity



The University of Basel is committed to an educational, research and work climate that values the protection of personal integrity. The university firmly believes that only a working environment where all members treat one another with respect and appreciation can form the basis for successful academic teaching, research and services.

Violations of personal integrity are external assaults on a person as a whole. These are behaviors that overstep boundaries and harm an individual's sense of self-worth. They include, in particular, bullying, discrimination and sexual harassment.

If you feel that your personal integrity has been violated, this leaflet provides an overview of the relevant processes at the University of Basel.

A handwritten signature in black ink, consisting of a stylized 'N' followed by a series of loops and a long horizontal stroke.

Prof. Dr. Nadja Braun Binder
Vice President for People & Culture

For the protection of personal integrity

The Personal Integrity Office offers support and advice to members of the university community in matters involving violations of personal integrity.

If you feel that your personal integrity has been violated, you can turn to the office for confidential advice and support.

If you are in a leadership role and are seeking guidance on how to address such situations, or if you would like information on preventive measures, you are also welcome to contact the Personal Integrity Office.

How to contact us

Email

personalintegrity@unibas.ch



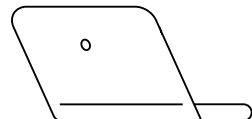
Phone

+41 61 207 09 99



Web

www.unibas.ch/personal-integrity



Bullying, discrimination and sexual harassment

Bullying

Refers to systematic and hostile conduct that occurs repeatedly or over a period of time and is intended to discredit, isolate or exclude a person. The affected individual perceives this behavior as hostile. This includes in particular actions such as constant interruption, continuous contradiction or persistent questioning, if such behavior appears harassing in nature and extent, violations of personal integrity and dignity, such as exposing or ridiculing someone in front of others, spreading rumors, defamation, etc.; exclusionary behavior such as mockery, deliberate ignoring, or marginalization, etc. The aim of bullying is to isolate or exclude the affected person, often accompanied by damage to their reputation. Bullying may be perpetrated by supervisors as well as by colleagues. While the forms of bullying may vary, they are always repeated, systematic and take place over an extended period of time.

Discrimination

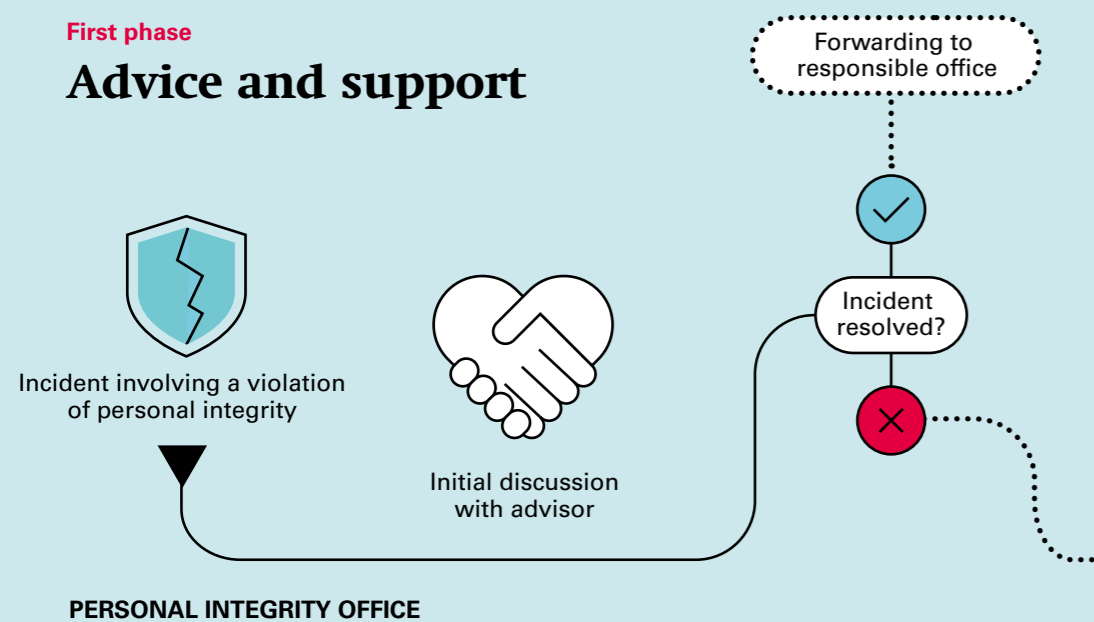
Discrimination refers in particular to verbal or written remarks and actions that are demeaning or offensive, for example due to a person's ethnic background, skin color or national origin; mockery based on sexual orientation or gender identity; unequal treatment linked to personal characteristics in the context of pregnancy, disability or health conditions; biased evaluation of performance, task allocation or pay based on stereotypes; as well as degrading or exclusionary behavior related to someone's lifestyle, religious or political beliefs, age or socio-economic status.

Sexual harassment

This includes sexual acts and behaviors that are punishable under criminal law, such as sexual assault, coercion or rape. It also includes unwanted sexual advances – whether or not they are linked to promises of benefits or threats of disadvantages – unwanted physical contact, requests for sexual acts, intrusive behavior, sexually suggestive comments, particularly those concerning a person's appearance and physical attributes, as well as sexist remarks and jokes about sexual characteristics, sexual behavior or sexual orientation. Also covered is the intentional or unintentional display or distribution of pornographic material.

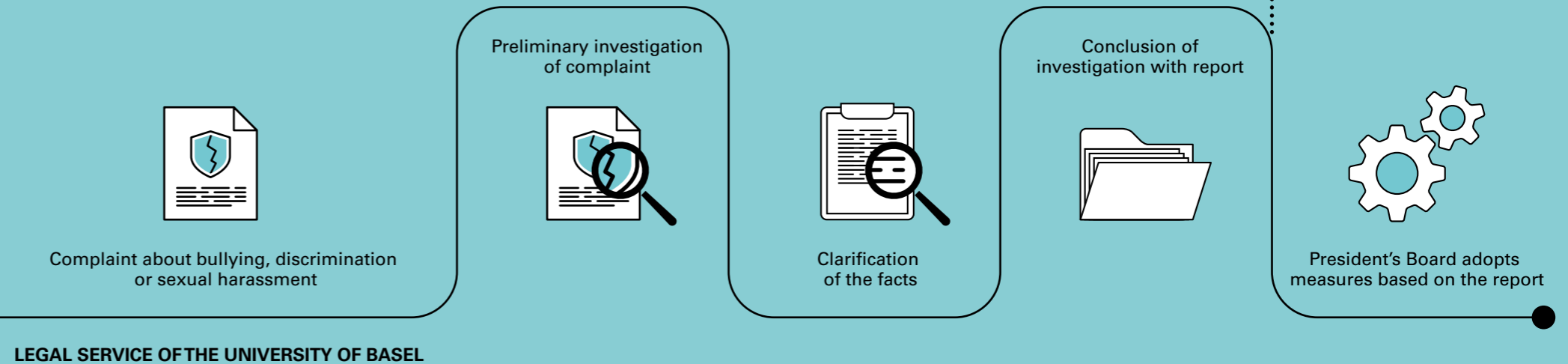
First phase

Advice and support



Second phase

Investigation



For concerns relating to violations of personal integrity in a university context, the Personal Integrity Office (PI Office) is the first point of contact and helpdesk for all members of the university.

During an initial discussion, you will usually describe the distressing situation. The advisor at the PI Office (hereinafter the PI advisor) will listen to you and provide guidance. Based on your concerns and the situation you have described, they will inform you about possible courses of action and options or, with your consent, forward your concerns to the responsible internal offices. This consultation helps clarify how you respond to the situation and what steps you can consider to resolve it.

The PI advisor is also available to provide support as a neutral and impartial person – for example, by helping you prepare for a meeting, or by accompanying and/or facilitating a difficult conversation, provided all parties involved consent.

i Contact us as soon as possible after the incident. Establishing contact at an early stage makes it easier to find a solution.

i The PI Office acts only with your consent and is bound by confidentiality.

i You can contact the PI Office by email or phone and request a confidential, non-binding consultation. This is free of charge for you.

After the initial consultation sessions, you, as the person affected, have the option to take further steps through the PI advisor. For example, you can submit a written complaint to the PI advisor in accordance with the regulations on the protection of personal integrity if you feel you have been subjected to discrimination, bullying or sexual harassment.

The complaint can be submitted if one or more individuals are being accused of bullying, discrimination or sexual harassment and you, the person affected, would like a more detailed investigation of the allegations. Once submitted, the complaint is no longer handled by the PI Office and is forwarded to the responsible body, which will then take the lead in the proceedings. If the preliminary investigation indicates that the allegations are unfounded, the complaint will not be pursued further.

Responsible offices:

- > If your complaint concerns a person employed by or appointed by the University of Basel, the PI Office will forward it to the legal service.
- > If your complaint concerns a student at the University of Basel, it will be forwarded to the Vice President's Office for Education.

i Only you, as the affected person, can submit a complaint. The procedure at the University of Basel is free of charge for you.

i If you submit a complaint, your identity can no longer be kept confidential from the person accused.

If an investigation is required, the responsible office will carefully examine the facts. The person(s) accused will be confronted with the allegations, and may comment on them. If necessary, other individuals will also be interviewed. You, as the affected person, may also be interviewed and will have the opportunity to present your perspective. A direct confrontation between you and the person(s) accused will only take place if all parties involved consent to this.

As a rule, the responsible office will prepare a final report within six months of the complaint being submitted. You, as the affected person, and the accused person(s) will receive the final report for your information.

The final report will also be submitted to the President's Board. Based on this, the President's Board can decide on appropriate measures. In the case of employees or appointed individuals, these measures are generally based on the Staff Regulations. In the case of students, the measures are generally based on the Student Regulations.

i During the investigation, measures can be taken, if necessary, to protect you as the person affected. These include, for example, physical separation, behavioral guidelines or adjustments to your work or studies.

i You are free to file a criminal complaint with the police in addition to your complaint under the regulations on the protection of personal integrity, if you believe a criminal offense has been committed.



**Educating
Talents**
since 1460.

University of Basel
Vice President's Office
for People & Culture
Petersgraben 35
P.O. Box
4001 Basel
Switzerland

www.unibas.ch/personal-integrity