



Equal Pay for Equal Work Policy	Action number	-----
	Release Date	<b>01/2023</b>
	Review and modification date	<b>09/2022</b>
	Review and modification number	<b>01</b>
	number of pages	<b>03</b>
	Date the procedure was approved	<b>12/2022</b>
	Deans Council Resolution No.: 2023/40	
Policy Statement	<p>AAU is committed to:</p> <ol style="list-style-type: none"> <li>1. Fair Compensation: <ul style="list-style-type: none"> <li>• Ensuring that all employees are compensated fairly and equitably for the work they perform.</li> <li>• Basing compensation on factors such as job responsibilities, work experience, education, job performance, and market competitiveness, without discrimination.</li> </ul> </li> <li>2. Regular Pay Audits: <ul style="list-style-type: none"> <li>• Conducting regular audits of pay practices to identify and rectify any disparities that cannot be justified by objective criteria.</li> <li>• Ensuring that the audit process is transparent and involves representatives from human resources, administration, and employee groups.</li> </ul> </li> <li>3. Salary Transparency: <ul style="list-style-type: none"> <li>• Providing transparency in the criteria used for setting salaries, salary adjustments, bonuses, and other forms of compensation.</li> <li>• Ensuring that employees have access to information regarding pay scales and grade levels for their respective positions.</li> </ul> </li> <li>4. Training and Awareness: <ul style="list-style-type: none"> <li>• Training managers and human resources personnel on the importance of equal pay for equal work and how to implement it effectively.</li> <li>• Raising awareness among all employees about their rights and the university's commitments under this policy.</li> </ul> </li> </ol>	



	<p>5. Grievance Mechanism:</p> <ul style="list-style-type: none"> <li>• Providing a clear, confidential, and accessible mechanism for employees to raise concerns or complaints about pay inequity.</li> <li>• Ensuring that all complaints are investigated promptly, impartially, and without fear of retaliation.</li> </ul> <p>6. Corrective Action:</p> <ul style="list-style-type: none"> <li>• Taking immediate corrective action to address any disparities in pay that cannot be justified by objective, job-related factors.</li> <li>• Regularly reviewing and adjusting compensation policies and practices to ensure ongoing compliance with the principle of equal pay for equal work.</li> </ul>
<p>Policy Purpose</p>	<p>The purpose of this policy is to affirm AAU's commitment to the principle of equal pay for equal work, ensuring that all employees receive fair and equitable compensation for their work regardless of gender, race, ethnicity, disability, or any other non-merit factor. This policy is aimed at promoting transparency, fairness, and equity in the university's pay practices.</p>
<p>Policy Scope</p>	<p>This policy applies to all employees of AAU, including full-time, part-time, temporary, and contract staff across all levels and departments.</p>
<p>Policy Responsibilities</p>	<ol style="list-style-type: none"> <li>1. The Human Resources And Institutional Development Unit is responsible for: <ul style="list-style-type: none"> <li>• Implementing and monitoring this policy.</li> <li>• Conducting regular pay audits and ensuring pay equity.</li> <li>• Providing training and support to managers and employees on equal pay for equal work.</li> </ul> </li> <li>2. Managers and Supervisors are responsible for: <ul style="list-style-type: none"> <li>• Ensuring that their decisions regarding hiring, promotions, salary adjustments, and bonuses are in line with this policy.</li> <li>• Addressing any concerns related to pay equity within their teams promptly and fairly.</li> </ul> </li> <li>3. All Employees are responsible for: <ul style="list-style-type: none"> <li>• Understanding their rights and responsibilities under this policy.</li> <li>• Reporting any concerns or irregularities regarding pay equity to their supervisor or the Human Resources Department.</li> </ul> </li> </ol>



Policy Compliance	Non-compliance with this policy may result in disciplinary action up to and including termination of employment. The university is committed to rectifying any instances of inequitable pay practices and taking preventative measures to ensure ongoing compliance with this policy.
Policy Review	This policy will be reviewed and, if necessary, revised every two years or as needed to ensure it remains effective, reflects best practices, and complies with relevant laws and regulations.