



**SOCIAL SAFETY AND EQUAL
OPPORTUNITIES
AT BUT
+
HR Excellence in Research Award
(HRS4R/HR AWARD)

(responsibilities, rights, support)**

INTRODUCTION

- The presentation covers the implementation of Gender equality principles at BUT (including the BUT Gender Equality Plan 2025-2028; GEP) and highlights the topic of **Human Resource in Research HR Award/HRS4R** – „HR Excellence in Research“.
- The presentation focuses on the **system of Social safety and Equal opportunities** at BUT in a broader context.
- It outlines the key aspects of support for both academic and non-academic staff, including their rights and responsibilities, counselling options, dealing with suggestions/notifications, and preventing inappropriate behaviour.



CONTACT DETAILS

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BASIC INFORMATION AND PRINCIPLES FOR REVIEWING SOCIAL SAFETY SUGGESTIONS AT BUT

- It is **VERY IMPORTANT** to always follow general ethical rules.
- It is **VERY IMPORTANT** to avoid any inappropriate behaviour (unethical behaviour according to social norms in the Czech Republic and outside the Czech Republic, depending on the situation, especially behaviour punishable under administrative and criminal law)



ETHICAL NORMS, STANDARDS AND PRINCIPLES

Respecting ethical norms, principles and standards of social behaviour without any form of discrimination, not only on the university campus.

(Applies to all premises belonging to the BUT, events organized or co-organized by the University, other academic or social events)

Compliance with the laws of the Czech Republic.

Compliance with the principles of equality and equal status of women and men in the Czech Republic – in all respects.

Cultural differences must never discriminate against any group of employees or students.

Avoid publicly (e.g. in the media, on social media websites) expressing opinion/agreement/disagreement on a topic if doing so violates non-discrimination policies and other legal standards.

Respect privacy policies, ensuring the protection of your own personal data and, in particular, the data of others from whom you did not obtain explicit consent.



INTRODUCTION TO SOCIAL SAFETY AND EQUAL OPPORTUNITIES AT BUT

COORDINATOR FOR SOCIAL SAFETY AND EQUAL OPPORTUNITIES AT BUT (ombudsperson)

Mgr. Martina Martínková, Ph.D.
chief

Ing. Bohdana Šlégrová
deputy

- For students, academic and non-academic staff of BUT
- From the Czech Republic and abroad.
- Email: socialsafety@vutbr.cz
- **Competencies:** Receiving suggestions and notifications / counselling / reviewing suggestions and their addressing / procedural resolution at BUT / mediation of disputes and conflicts / prevention through training.
- From consultation and discussion, through mediation and moderation (internal/external) to resolution (disciplinary action, criminal action, ...)

INTRODUCTION TO SOCIAL SAFETY AND EQUAL OPPORTUNITIES AT BUT

- **Social Safety Advisory Board (SSAB):**
 - Personal Data Protection Officer - Mgr. L. Schimmelová
 - Head of Human Resources Department - Ing. et Ing. R. Kraina
 - Head of Internal Audit and Control Department - Ing. P. Rohlena
 - Psychologist, CECC – Mgr. J. Černá
 - HR Specialist, Methodical support for ensuring social safety - Mgr. V. Slezáčková
- **Cooperation of SSAB with Legal Department** – Mgr. B. Herková
- **Cooperation with Contact persons** – staff and students
- **Web BUT SUPPORT AND DEVELOPMENT OF EMPLOYEES AND STUDENTS**

STICKERS

BUT Social Safety system visuals.
You may find them in places that ensure privacy.

CZ



SOCIÁLNÍ BEZPEČÍ
na VUT

Diskriminace, obtěžování
ani šikana nejsou normální

Potřebuješ pomoc či podporu?

Ozvi se nám



vut.cz/socialni-bezpeci

EN



SOCIAL SAFETY
at BUT

Discrimination, harassment
and bullying are NOT normal

Do you need help?

Contact us



vut.cz/en/social-safety

SUPPORT



TRUST BOXES AT BUT

- Their location together with their photos may be found on [the Social Safety website](#)



ALL BUT EMPLOYEES AND STUDENTS MAY USE THE TRUST BOXES, REGARDLESS OF WHERE THEY ARE LOCATED



LINKS TO SOCIAL SAFETY SUPPORT AT BUT and F/UI

BUT - [SUPPORT AND DEVELOPMENT OF EMPLOYEES AND STUDENTS](#)

FIT - [Social safety website](#)

CECC - [Psychological care and social safety website](#)

FEEC - [Social safety website](#)

FCE - [Social safety website](#)

FCH - [Social safety website](#)

FFA - [Social safety website](#) (Ombudsman Mgr. et Bc. Tomáš Fris)

FME - [Social safety website](#)

FBM - [Social safety website](#)

IFE - [Social safety website](#)

CEITEC – consortium's SharePoint

FA - [Social safety website](#)

WEB graphics



FAIR STUDY & WORK ENVIRONMENT

SUGGESTION/ NOTIFICATION? WHO TO CONTACT - OTHERS?



- Contact Persons for Social Safety of F/UI/U
- BUT Ethics Committee (for violations of the BUT Code of Conduct)
- You may submit suggestions and notifications regarding teaching (*exams, courses, thesis supervisors...*) to Vice-Dean for Student Affairs; the F/UI management, etc.
- Suggestions and notifications may be also submitted to the CECC (Continuing Education and Counselling Centre – *former LLI*)
- The suggestion/notifications may be submitted directly to the F/UI management, and, under exceptional circumstances, to the Vice-Rector, the Bursar, or the Rector.

BASIC INFORMATION AND PRINCIPLES FOR REVIEWING SOCIAL SAFETY SUGGESTIONS AT BUT

- We always approach each suggestion/notification **on an individual basis.**
- **The timeframe for dealing with a suggestion is usually 2-3 months; sometimes it may take longer (6 months+).**
- **It is advisable for the reporting person to provide adequate evidence (photos, videos, print screens of messages/emails, etc.)**
- **Do not delete/destroy the evidence!**
- **Always provide accurate and complete information!**



SYSTEM OF SOCIAL SAFETY AT BUT - INVESTIGATION -

- A formal internal investigation is only initiated with the consent of the reporting person - (in writing: on a submission form, by email ...)
- **Anonymous submissions** present a specific case.
 - We don't underestimate them.
 - We obtain the necessary information, but only within the scope of our competencies.
 - We strive to verify anonymous suggestions (student surveys, information from the unit, etc.)
 - Increased caution due to anonymity (revenge, envy, media, etc.).
 - Often, such a suggestion can't be completely resolved; however, even an anonymous report may reveal inappropriate behaviour that can be eliminated or limited by various means.
 - Action plans and recommendations for changes to internal procedures and internal legislation are proposed.



WHAT SUGGESTIONS ARE MOST OFTEN ADDRESSED?

- **BULLYING (BOSSING, MOBBING, UPWARD BULLYING)**

- **Bossing** - inappropriate behaviour by a superior (*among staff and between staff and students*)
- **Mobbing** – inappropriate behaviour by co-workers at the same organizational level
- **Upward Bullying** – bullying committed by subordinates directed at their superior with the intention of discrediting or removing them
- **Bossing and Upward bullying co-occurrence**

- **HARASSMENT and STALKING**

- **Verbal** – unwanted communication (emails, photos, messages)
- **Sexual** – non-consensual physical contact

- **CLOSE WORKPLACE RELATIONSHIPS**

- **Spouses/partners** – superior/subordinate; student and academic staff relationships; thesis supervisor and supervisee relationships

OTHER TYPES OF COMPLAINTS

- **Inappropriate or arrogant behaviour of teachers towards students**
- **Anonymous complaints** of varied content
- **Study-related matters**
- **International students** (discrimination based on race or religion; harassment ...)
 - ✓ among foreign students,
 - ✓ by foreign students themselves,
 - ✓ towards foreign students
- **Suggestions that intersect with different areas** (e.g. OHSP- and FP-related issues ...)

SUPPORT AND DEVELOPMENT OF EMPLOYEES AND STUDENTS

- **E-course for employees – academic and research staff**
- **E-course for employees – non-academic staff**
- **E-course for students**
 - ✓ Courses created in Moodle (BUT INTRAPORTAL – ELEARNING).
 - ✓ All e-courses designed in cooperation with Mobbing Free Institute.
 - ✓ E-courses will be recommended to all employees and students.
 - ✓ E-courses will be mandatory for persons identified in the course of misconduct investigation.
 - ✓ Each e-course will have a test section at the end.
 - ✓ You will receive an email with a link asking you to complete the course.

Recommendations on how to support the social safety system at individual BUT workplaces: please share the information on websites/platforms and in groups.

„HR Excellence in Research“ (HRS4R/HR AWARD)

OTHER COMPETENCIES

PERSONNEL DEVELOPMENT DEPARTMENT



„HR excellence in Research“ HRS4R PRINCIPLES / HR AWARD at BUT WEB – Support and Development of Employees and Students

The screenshot shows the website interface for the HR AWARD / HRS4R project at BUT. The top navigation bar includes a red 'T' logo, links for LIFE AT BUT, STUDY OPTIONS, STUDENTS, RESEARCH & DEVELOPMENT, COOPERATION, UNIVERSITY, a search icon, and a CS button. Below this is a breadcrumb trail: HOME > UNIVERSITY > EMPLOYEE SUPPORT > HR AWARD. The main content area has a blue header for 'HR AWARD / HRS4R' and a secondary navigation bar with links: HR AWARD, STEERING AND COORDINATION, SCHEDULE, QUESTIONNAIRE SURVEY, DOCUMENTS, and CONTACTS.

HR Excellence in Research Award (HRS4R/HR AWARD)



The HR Excellence in Research Award is granted to research performing organisations that are progressing in the implementation of the principles of the European Charter for Researchers in their policies and practices.

The Human Resources Excellence in Research Award carries a set of benefits, ranging from acting as a catalyst for innovation and establishing a framework for institutional change, bringing researchers to the centre of the process, facilitating engagement in an international network, increasing national and international visibility, and many more.

- [Awarded Organisations](#) in Europe.
- [Guidelines - HR Excellence in Research award](#)

HR Excellence in Research (HRS4R/HR AWARD) at BUT



- BRNO UNIVERSITY OF TECHNOLOGY CONFIRMED [THE HR AWARD OF THE HRS4R PROCESS](#). On 6 April 2023 BUT successfully defended HR Award certificate („HR Excellence in Research“) for the next three-year period.
- [Website: HR Excellence in Research \(HRS4R/HR AWARD\)](#)
- The University prepared an internal [GAP analysis](#) aimed to compare the current practice at the University with the Charter and the Code, was prepared an [Action Plan \(AP\)](#) for the process of implementing the actions helping the institution pass from the current state to the target state in accordance with the principles enshrined in the Charter and in the Code. The GAP analysis included a Questionnaire survey among University staff. The University prepared analysis of [OTM-R policy](#) in university.
- [The European Charter for Researchers and the Code of Conduct for their Recruitment](#)

HRS4R PRINCIPLES / HR AWARD AT BUT



- The BUT was awarded the "HR Excellence in Research" on 12 February 2021 and on 6 April 2023 successfully defended the Award for a further three-year period (2023/04 - 2026/03).
- The BUT is obliged to meet the objectives it has set for itself in the [HR Award Action Plan](#).
- By committing to the implementation of the HRS4R HR strategy, the BUT is responsible for respectful working conditions, further professional development of its employees, transparent recruitment procedures, a safe environment, equal opportunities, etc.
- EURAXESS – further information [HRS4R | EURAXESS](#) (europa.eu)

HRS4R PRINCIPLES/ HR AWARD at BUT – what lies ahead ...



Next steps ...

- 2023-2026 the BUT continues to work towards the objectives of the BUT Action Plan and the [OTM-R policy](#) for open and transparent recruitment/selection.
- **In 2026 (approx. Q3 or Q4), the BUT expects a personal visit from evaluators of the European Commission.**
- The institution's gradual preparation for the inspection **starting on 1 July 2025.** Review of the objectives implementation. Communication of the agenda to all staff and students at the BUT, including international staff and students.
- **Autumn 2025** focus groups and a questionnaire survey in key areas.
- Submission of the evaluation and related mandatory documents **by 31 March 2026**, e.g. the development of Action Plan for the next period.

The benefit of the HR Excellence in Research at BUT



The implementation of international standards at the university has brought significant improvements for both current and new employees:

- **Increasing the international prestige of the BUT.**
- **Transparency of processes** (career regulations, recruitment process, requirements for selection procedures).
- **Response to current trends** (support in areas as the GDPR, open science, intellectual property rights, knowledge and technology transfer, data management plan preparation).
- **Improved working conditions** (emphasis on ethical principles, equal opportunities, and balancing personal and work life).
- **Prestige and attractiveness for recruiting new scientists and researchers, including those from abroad.**
- **Bonuses or more favourable conditions as a part of grant** (HORIZON 2020, TA CR, GA CR and others).
- **Internationalization and support of a bilingual environment** (translations of university regulations and documents into English, language training for employees).
- **Support for young talents** (PhD – R1).
- **Improving staff development and training.**

EURAXESS and EUROPEAN COMMISSION



For others interesting information:

- [EURAXESS](#)
- [EUROPEAN COMMISSION](#)

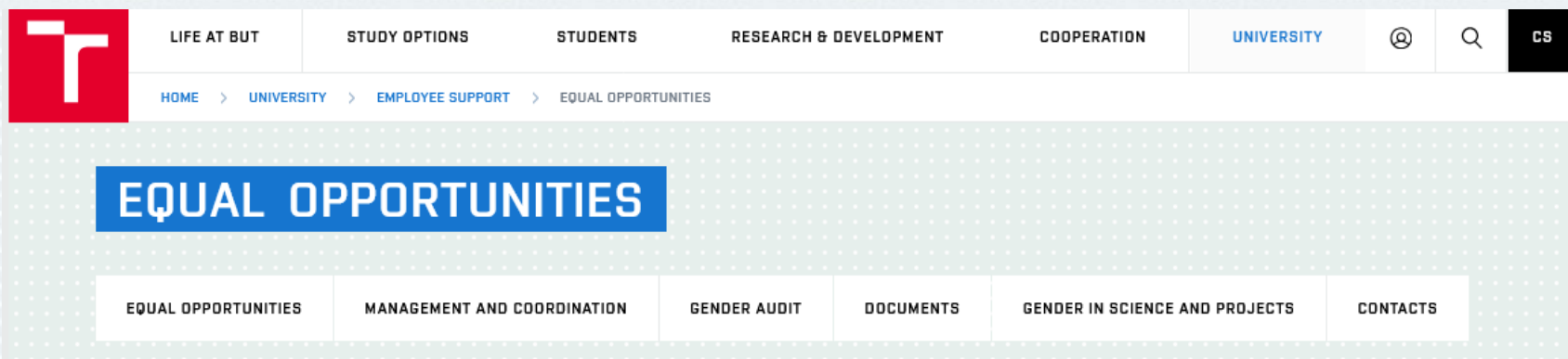


EQUAL OPPORTUNITIES

GENDER EQUALITY PLAN OF THE BUT

EQUAL OPPORTUNITIES

GENDER EQUALITY PLAN OF THE BUT 2025-2028



- **DOCUMENTS/ NEWS AT BUT:**
 - [The Code of Gender Sensitive Communication at BUT](#)
 - [Scientific and academic news in 2022-2024](#)
 - [Guide to Work-Life Balance](#)
- **OTHERS:**
 - [Gender inequality](#)
 - [Gender & Science](#)
 - [Horizon Europe](#)
 - [Gender Equality in Academia and Research](#)
 - [Gender Research: A How-To Guide](#)

EQUAL OPPORTUNITIES

GENDER EQUALITY PLAN (*GEP*)

- BUT conducted an equal opportunities audit in 2021 and in 2022, published its first [GENDER EQUALITY PLAN OF THE BUT 2022-2024](#) in both CZ and EN versions.
- GEP is a mandatory and integral part of Horizon Europe and some other projects, e.g. GA ČR, TA ČR, and OP JAK. Its existence is also evaluated in audits, which the university undergoes regularly.
- **In autumn 2024, the BUT conducted a re-audit**, including related processes and a review of internal legislation, focus groups and individual interviews.
- Both the 2021 audit and the 2024 re-audit were conducted in cooperation with [Gender Studies](#).
- The institution is required to have a BUT Gender Equality Plan.
- **NEW Plan** [GENDER EQUALITY PLAN OF THE BUT 2025 - 2028](#)

BUT

INFORMATION and LEGISLATION

governing the rights and responsibilities of students and employees



See:

[ABOUT UNIVERSITY / OFFICIAL NOTICE BOARD / INTERNAL LEGISLATION BUT](#)

- [STATUTE OF BUT](#)
- [GUIDELINE NO.12/2024 - SOCIAL SAFETY AT BUT](#) *(including Annexes)*
- [CODE OF CONDUCT](#)
- [Disciplinary Rules for Students](#) *(BUT INTERNAL REGULATION)*
- **Disciplinary Rules of Faculties**
- [Study and Examination Rules of BUT](#) *(BUT INTERNAL REGULATION)*
- **Study and Examination Rules of Faculties**
- **Work Rules of BUT** *(BUT INTERNAL ORDINANCE)*

Other support:

- [The Code of Gender Sensitive Communication at BUT](#)

Czech Republic INFORMATION and LEGISLATION rights and responsibilities of students and employees



- [Country Information](#)
- [The Ombudsman of CR – officially the Public Defender of Rights](#)
- [The Anti-Discrimination Act No. 198/2009](#)
- [The Charter of Fundamental Rights and Freedoms](#)
- [Constitution of the Czech Republic](#)
- [The Civil Code No. 89/2012](#)
- [The Government Strategy for Equality of Women and Men for 2021–2030](#)

ETHICAL NORMS, STANDARDS AND PRINCIPLES

Videos – inspiration:

- [Next station Czech Republic](#)
- [Equality and Diversity – Human Rights Explained](#)
- [What Are RESEARCH ETHICS? The 4 Ethical Considerations Explained Simply](#)
- [What is the difference between Ethics, Morality and the Law?](#)
- [How Ethics Can Help You Make Better Decisions / Michael Schur / TED](#)

Documents:

- [Gender Dimension in Research: A Handbook for Researchers](#)
- [Academic Ethics](#)
- [The brochure Social Safety at Czech Universities in the Context of Academic Ethics](#)
- [How to Prevent Plagiarism in Student Work - Handbook for Academic Staff](#)
- [How to Avoid Plagiarism - Handbook for Students](#)
- [Gender & Science](#)

SOURCES

- **Internal website at BUT**
- **Video by Youtube**
- **Website - Euraxess**
- **Website - European Commision**

**THANKS FOR YOUR
ATTENTION!**

