

Istanbul Topkapı University Policy Against Sexual Harassment and Workplace Bullying

Istanbul Topkapı University undertakes to take all necessary measures to ensure that its students, academic and administrative staff, and all individuals and business employees receiving services can continue their education and working lives in a safe, respectful and equitable environment. Our university aims to implement its anti-sexual harassment and anti-workplace bullying (psychological violence) policies with the utmost sensitivity, to raise awareness, and to adopt a continuously evolving approach to prevent such incidents. In the event of any incident of sexual harassment or workplace bullying, psychological, legal, and administrative support is provided to victims, and the relevant processes are conducted with the utmost care.

Core Values

The fundamental values underpinning Istanbul Topkapı University's Policy Against Sexual Harassment and Bullying are as follows:

1. **Equality and Respect:** Treating every individual equally, working and learning within a framework of respect are fundamental values of our university. All individuals are guaranteed protection regardless of gender, age, race, language, religion, or sexual orientation.
2. **Psychological Safety:** Our university is committed to creating a psychologically safe environment. Providing an environment where all individuals can express themselves freely and share their thoughts without fear is one of our priorities.
3. **Protection of Reputation:** In cases of sexual harassment and bullying, utmost care is taken to protect the identity and reputation of victims and those accused.
Confidentiality is paramount, and the dignity of individuals is preserved throughout these processes.
4. **Sensitivity and Ethical Awareness:** We act with sensitivity regarding sexual harassment and bullying. Ethical rules, human values and local cultural sensitivities are observed in interpersonal relationships.
5. **Social Participation and Awareness:** One of our primary objectives is to raise awareness among all individuals within the university through anti-sexual harassment and anti-bullying awareness training, thereby making a positive contribution to society.
6. **Victim-Centred Support:** The psychological and physical well-being of victims of sexual harassment and bullying is prioritised in the support provided to them. Our university respects the rights of victims and tailors the support process to their needs.

Strategies for Policies Against Sexual Harassment and Bullying

The fundamental elements of Istanbul Topkapı University's Anti-Sexual Harassment and Anti-Bullying Policy Strategy, shaped around these values, are as follows:

1. **Awareness and Education:** Awareness training sessions against sexual harassment and bullying are organised within the university. These sessions provide information on the meaning of sexual harassment and bullying, the effects they have on victims, and how such incidents can be prevented. Furthermore, the sanctions and disciplinary procedures that will be applied to those who commit these acts are explained.
2. **Protective and Preventive Measures:** Regulations are implemented across the university to prevent incidents of sexual harassment and workplace bullying. Specific procedures are developed and continuously reviewed to prevent victimisation.
3. **Execution of Disciplinary Processes:** Disciplinary investigations into incidents of sexual harassment and workplace bullying are conducted objectively, confidentially and swiftly, in accordance with university regulations. Necessary measures to protect victims are taken as soon as possible.
4. **Committee and Consultation Unit:** A Sexual Harassment and workplace bullying Prevention and Support Committee shall be established to monitor and develop anti-sexual harassment and workplace bullying practices and to ensure university-wide coordination. This committee is authorised to ensure the proper functioning of the processes.
5. **Support Mechanisms:** Procedural, psychological and legal support is provided to victims of sexual harassment and workplace bullying. If internal university resources are insufficient, victims are referred to appropriate external resources. Confidentiality and security are prioritised throughout all support processes.
6. **Privacy and Respect:** The principle of confidentiality is strictly applied in cases of sexual harassment and workplace bullying complaints. The personal information and reputation of both the victim and the person being complained about are protected throughout the process.
7. **Continuous Improvement:** The policy against sexual harassment and workplace bullying is continuously updated and improved based on feedback. Policy strategies are developed taking into account relevant legislative changes and best practice examples.

Objectives

The objectives of Istanbul Topkapı University's Policy Against Sexual Harassment and Bullying are as follows:

1. **A Safe and Equitable Environment:** To create a safe, equal and respectful education and working environment for all individuals within the university. To prevent incidents such as sexual harassment and bullying by maintaining this environment.

2. **Awareness Raising:** To raise awareness among all individuals regarding sexual harassment and workplace bullying. To provide awareness through educational programmes about the definition, consequences and solutions to sexual harassment and workplace bullying.
3. **Strengthening Support and Protection Mechanisms:** Providing psychological and legal support to victims. Making support mechanisms accessible and effective at all times.
4. **Improvement of Discipline and Sanction Processes:** Implement swift, objective and fair disciplinary procedures in cases of sexual harassment and workplace bullying. Increase social awareness by applying deterrent and effective sanctions in cases of violation.
5. **Transparency and Accountability:** To implement the university's policies against sexual harassment and bullying in a transparent manner and to be accountable throughout all processes. To ensure that victims are kept informed throughout the process and that their rights are protected.
6. **Leading the Way for Society:** Ensuring that the university sets an example as an institution with an anti-sexual harassment and anti-bullying stance. Raising social awareness not only within the university but also by collaborating with external stakeholders.

To achieve these objectives, indicators will be established and assessments will be conducted on a regular basis, with corrective measures taken where necessary.