

REGULATIONS OF ANVUR EQUAL OPPORTUNITIES COMMITTEE (CUG)

Rules for organizational and operational procedures of the Guarantee Committee for equal opportunities (Equal Opportunities Committee), enhancement of well-being in the workplace, and prevention of discrimination.

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HAVING REGARD TO Law No. 300 of May 20, 1970, *"Provisions for the protection of freedom and dignity of workers, freedom of association, and trade union activities in the workplace, and provisions on employment"*;

HAVING REGARD TO Legislative Decree No. 165 of March 30, 2001, *"General provisions on the organization of work in the public administrations"*;

HAVING REGARD TO Legislative Decree No. 196 of June 30, 2003, *"Code regarding the protection of personal data, providing provisions for the adaptation of national legislation to Regulation (EU) No. 2016/679 of the European Parliament and of the Council of April 27, 2016, on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC"*;

HAVING REGARD TO Legislative Decree No. 198 of April 11, 2006, *"Code of equal opportunities between men and women, in accordance with Article 6 of Law No. 246 of November 28, 2005"*;

HAVING REGARD TO Legislative Decree No. 81 of April 9, 2008, *"Implementation of Article 1 of Law No. 123 of August 3, 2007, on the protection of health and safety in the workplace"*;

HAVING REGARD TO Legislative Decree No. 106 of August 3, 2009, *"Additional provisions and corrections to Legislative Decree No. 81 of April 9, 2008, on the protection of health and safety in the workplace"*;

HAVING REGARD TO Legislative Decree No. 150 of October 27, 2009, *"Implementation of Law No. 15 of March 4, 2009, on the optimization of public work productivity and the efficiency and transparency of public administrations."*

HAVING REGARD TO Law No. 183 of November 4, 2010, *'Delegation of powers to the Government in matters of arduous work, reorganization of institutions, leaves of absence and permits, social safety nets, employment services, employment incentives, apprenticeship, female employment, as well as measures against undeclared work and provisions on public employment and labor disputes'*; in particularly Article 21, paragraph 1, letter c), which, by amending Article 57, paragraph 1 of Legislative Decree No. 165 of March 30, 2001, provides that: *'Public administrations shall establish within their own structure, within one hundred and twenty days from the date of entry into force of this provision and without new or additional burdens on public finance, the 'Guarantee Committee for Equal Opportunities, the enhancement of well-being for workers, and against discrimination,' which replaces, by unifying their competences into a single body, the committees for equal opportunities and the parity committees on the phenomenon of mobbing, established in accordance with collective bargaining. The Guarantee Committee assumes all the functions provided for by the law, by collective agreements relating to personnel of public administrations or by other provisions.'*"

HAVING REGARD TO Circular November 18, 2010, issued by the Ministry of Labour and Social Policies, entitled *'Approval of the necessary guidelines for assessing the risk of work-related stress'*;"

HAVING REGARD TO Directive of the Prime Minister Office of March 4, 2011, entitled *'Guidelines on the functioning of the Guarantee Committees for equal opportunities, the enhancement of well-being for workers, and against discriminations.'*"

HAVING REGARD TO Directive of the Minister for Public Administration of June 26, 2019, No. 2, entitled *"Measures to promote equal opportunities and strengthen the role of the Guarantee Committees in*

public administrations," which replaced the Directive of May 23, 2007, entitled "Measures to implement equality and equal opportunities between men and women in public administrations" and updated the Directive of March 4, 2011;

HAVING REGARD TO the Decree of the President of the Republic No. 76, of February 1, 2010, entitled *"Regulation concerning the structure and functioning of the National Agency for the Evaluation of the University and Research Institutions (ANVUR), adopted pursuant to Article 2, paragraph 140, of Decree-Law No. 262 of October 3, 2006, converted, with amendments, by Law No. 286 of November 24, 2006";*

HAVING REGARD TO the national, collective, and supplementary employment contracts of ANVUR personnel;

HAVING REGARD TO Resolution of the Governing Board No. 38 of February 25, 2021, by which ANVUR Equal Opportunities Committee (CUG) was established;

NOTING that, according to point 3.4 of the Directive of the Prime Minister Office of March 4, 2011, the CUG must adopt its own internal regulations;

CONSIDERING the need to adopt a regulation on the functioning, organizational methods, proper data treatment, and institutional relations of the CUG with external and internal parties of ANVUR;

The CUG of ANVUR hereby adopts the following:

REGULATION

Article 1

Subject matter

1. This Regulation governs the activities of ANVUR Equal Opportunities Committee, the enhancement of well-being for workers, and against discriminations", established by Governing Board Resolution No. 38 of February 25, 2021.

Article 2

Committee's Functions

1. The CUG is based at ANVUR and makes use of the agency's structures and resources to carry out its functions. It exercises the tasks assigned to it by Article 57, paragraph 3, of Legislative Decree

No. 165 of March 30, 2001, by the Directive of the Prime Minister Office of March 4, 2011, by the Directive of the Minister for Public Administration No. 2, of June 26, 2019. The Committee assumes all the functions previously assigned to the Committee for Equal Opportunities and the parity committee on the phenomenon of mobbing by Collective Agreements, or entrusted by the Governing Board or the Director.

2. In order to ensure Equal Opportunities, the CUG proposes measures and actions aimed at preventing and combating all forms of discrimination based on gender, sexual orientation, race, ethnic origin, age, language, religion, personal and political beliefs, and any disabilities.
3. The CUG also promotes effective gender equality by identifying any direct and indirect discriminations in professional training, access to employment, working conditions, employment relationships, career progressions, and remuneration. The CUG proposes the necessary initiatives to eliminate these discriminations. It prepares plans for positive actions aimed at preventing discrimination and supporting conditions of real equality for underrepresented genders.
4. The CUG promotes the creation of a work environment based on organizational well-being, countering any form of discrimination and psychological or emotional violence.
5. Within its scope of competence, the CUG takes on proactive, advisory, and monitoring tasks.
6. In particular, the CUG promotes initiatives aimed at:
 - a) promoting gender equality in the workplace;
 - b) fostering working conditions of well-being and a balance between private and work life;
 - c) preventing and combating discrimination and any other form of workplace discomfort;
 - d) encouraging information and training focused on respecting every worker and enhancing diversity, also through the adoption of ethical codes and conduct.
7. The CUG may provide opinions on:
 - a) staff training plans;
 - b) working hours, forms of work flexibility, including those related to remote work (smart working), interventions for work-life balance, and, more generally, corporate welfare;
 - c) supplementary collective bargaining on relevant topics.
8. Finally, the CUG carries out verification tasks:
 - a) on the results of positive actions, projects, and good practices concerning Equal Opportunities and the promotion of the value of gender respect;
 - b) on the outcomes of actions promoting organizational well-being and preventing workplace discomfort;
 - c) on the outcomes of actions against moral and psychological violence in the workplace - mobbing;
 - d) on the absence of any form of discrimination, direct and indirect, related to gender, age, sexual orientation, race, ethnic origin, disability, religion, or language, in access to employment, treatment and working conditions, vocational training, career advancements, and workplace safety.
9. ANVUR promptly provides the CUG with all the data, information, and documentation necessary to ensure its effective functioning.

Art. 3

Composition and Duration

1. The CUG is composed of:
 - a) two members appointed by the most representative trade unions in ANVUR;
 - b) two representatives of ANVUR, appointed by the Governing Board.
2. The CUG's term of office lasts for four years from the resolution of its establishment by the Governing Board. In case of failure to reconstitute within the specified term, the general provisions regarding administrative bodies in Article 3 of Decree-Law No. 293 of May 16, 1994, apply.
3. The cessation from the position of CUG member occurs:
 - a) due to the termination of the employment relationship;
 - b) due to assignment or detachment to another institution;
 - c) due to voluntary resignation from the position;
 - d) due to removal by the appointing authority.

The resignation of a CUG member must be submitted in written form to the President of the Committee, who informs the Administration and the appointing body about it.
4. Members who resign or cease to hold office during their term shall be replaced using the same procedures as described in paragraph 1 and shall serve for the remaining duration of the term specified in paragraph 2.
5. Members end their term of office at the expiration of the CUG's mandate but can be reappointed for an additional consecutive term.

Article 4

President

1. The President of the CUG is appointed by the Governing Board. The President has the following functions:
 - a) Represents the Committee;
 - b) Convenes and presides over meetings, establishing the agenda based on the input of the members;
 - c) Coordinates the work;
 - d) Assigns the role of Secretary to a member.
2. The President ensures that the CUG's activities are carried out in close coordination with ANVUR relevant bodies and structures.

Article 5 Functioning and Organization of Work

3. The CUG holds at least two ordinary meetings per year, including virtual meetings if necessary.
4. Ordinary meetings are convened by the President at least seven days before the chosen date. The agenda is set by the President, taking into account any proposals from the members.
5. Extraordinary meetings of the CUG can be called upon request by at least one-third of its actual members and must be scheduled at least two days before the chosen date.
6. For the meetings to be valid, at least half plus one of the voting members must be present.
7. Members unable to attend the meetings must promptly inform the President. Unjustified absence from two consecutive meetings leads to automatic removal from the position.
8. For in-depth examination of specific topics, the CUG may form internal working groups appointed by the President.
9. While performing its functions, for exchanging information and good practices, establishing cooperative agreements, initiatives, and shared projects in specific areas, the CUG can collaborate with the Office of the relevant "Consigliere/a di Parità" (Equality Advisor) in the area. It also maintains a constant collaborative relationship with the "Observatory on decentralized bargaining and good practices for work organization" and the "National Office against Racial Discrimination (UNAR)."
10. Decisions are made by a majority vote of those present. In the event of a tie, the President's vote prevails.
11. The minutes of the CUG meetings must be drafted in a concise form and signed by the President and the Secretary.

Article 6 Processing of Personal Data

1. In compliance with the current legislation on the protection of personal data, for the purposes of this Regulation, all members of the Equal Opportunities Committee (CUG), the personnel responsible for the IT storage of the data processed and any other individuals identified by ANVUR are responsible for the processing of personal data.
2. The personal data processed are those used by the individuals listed above in the performance of CUG functions.

Article 7 Annual Report

1. By March 30th of each year, the Equal Opportunities Committee (CUG) prepares a detailed report on the situation of ANVUR's personnel. The reports refers to the previous year and concerns the

implementation of gender equality principles, equal opportunities, organizational well-being, and the prevention of discrimination and moral and psychological violence in the workplace - mobbing.

2. The report is transmitted to the Governing Board, the Independent Performance Assessment Body (OIV), and the Director of ANVUR.

Article 8 Relations with ANVUR

1. The relationship between the Equal Opportunities Committee (CUG) and ANVUR is based on constant and effective collaboration.
2. The CUG regularly updates the dedicated section on ANVUR institutional website with the carried out activities.
3. The CUG may request from ANVUR offices data, documents, and information related to matters within its competence, in compliance with the existing procedures and regulations.
4. The CUG provides information and/or projects that are useful to ANVUR bodies and offices responsible for formulating proposals and implementing interventions related to topics and matters within the competence of the CUG.

Article 9 Final Provisions

1. Amendments to this Regulation are approved by ANVUR Governing Board, following prior information to the Equal Opportunities Committee (CUG).
2. For matters not expressly provided for in this Regulation, reference is made to the current laws and ANVUR regulations.

Article 10 Entry into Force

1. This Regulation comes into effect on the day following its publication on the institutional website of ANVUR.