

Complaints procedure under the General Equal Treatment Act (AGG) at IVW

1 Background

1.1 Values

The IVW is committed to a comprehensive set of values of mutual respect, being a role model, honesty, commitment, feedback, team spirit, creativity, quality and mutual helpfulness.

Unlawful unequal treatment, especially sexual discrimination, mobbing, harassment and violence will not be tolerated.

1.2 General Equal Treatment Act (AGG)

There must be a complaints office in the company for complaints from employees due to discrimination because of race, ethnic origin, religion, ideology, disability, age, gender or sexual identity.

All employees have the right to complain if they feel they have been disadvantaged related with their employment for any of the above reasons.

The complaint must be investigated and the result must be communicated to the complainant.

1.3 Positioning of the IVW

The IVW follows the AGG.

The state, as the main shareholder of IVW, welcomes IVW's orientation towards the state equality law.

1.4 State Equality Act

The State Equal Opportunities Act stipulates that the Equal Opportunities Officer, who must be a woman, receives complaints about harassment and sexual harassment of female employees at work in accordance with AGG § 3 (3) and (4).

1.5 Federal Anti-Discrimination Agency

With regard to "Complaints Office and Complaints Procedure" under the AGG, the Federal Anti-Discrimination Agency states that the employer can appoint specific persons for complaints procedures. The works council does not belong to the competent complaints body under the AGG because it cannot perform employer functions and is not obliged to forward the complaint.

1.6 Subjects of the complaint procedure according to AGG § 1 at IVW

MEANT ARE:

complaints of discrimination

- for reasons of race,
- of ethnic origin,
- of religion,
- of worldview,
- of a disability,
- of age,
- of the sex
- or sexual identity.

NOT MEANT ARE

complaints due to

- violations of good scientific practice. The specially appointed ombudspersons at IVW are here responsible. The DFG regulations published on the internet apply. Currently (as of 2020) Prof. Friedrich and Dr. Bittmann are responsible.
- of compliance incidents, e.g. incidents related to taking advantage or corruption. These are regulated in the IVW Compliance works agreement. The person in charge of compliance is responsible. The Compliance Officer of IVW is currently (2020) Mr. U. Schmidt.
- of all other reasons for complaints.

1.7 Involvement of third parties

The following applies to the above-mentioned objects of possible complaints of the AGG: The additional involvement of the responsible superior, the managing director, the company medical service (B.A.D., contact person according to IVW homepage) or the works council remains unaffected in all cases.

1.8 IVW complaints offices in accordance with AGG

All cases of complaints about harassment and sexual harassment of female employees at work pursuant to § 3 (3) and (4) of the AGG are responsible:

Equal Opportunities Officer,

currently (status 2020) Dr. Güttler, deputy Mrs. Feiden.

For all other cases according to AGG are responsible:

AGG Complaints Office,

currently (status 2020) Prof. Hausmann, Dr. Wetzel (deputy).

2. Operational Procedures

- Step 0: Decision by the complainant,
on whether harassment or sexual harassment of a female person is involved
- If yes: The accepting body for the complaint is the Equal Opportunities Officer or her
deputy.
- If no: The accepting body of the complaint is the AGG Complaints Office.
-

Step 1: Accepting the complaint.
Other persons may be called in to assist confidentially if the complainant
agrees.

Step 2: Examination of the facts
by the accepting person.

Step 3: Initial assessment by the accepting person as to whether there may be a
violation of AGG.

Documentation. Aids or evidence
according to the sample documentation
of the Federal Anti-Discrimination Agency.

Step 4: Consultation of the managing director
by the accepting person.

If necessary, legal examination of the facts of the case
and determination,
whether a violation of the AGG has occurred.

Coordination of the measures.

Step 5: Notification of the complainant
by the receiving person
of the results of the examination.

Step 6: Implementation of measures.
Initiation by the managing director.

signed; Kaiserslautern, 25.06.2020.

Breuer, Managing Director