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**DOKUZ EYLUL UNIVERSITY**

**DEKAUM**

Women’s Rights and Problems Application and Research Center

**DOKUZ EYLUL UNIVERSITY**

**SUPPORT UNIT’S DIRECTIVE AGAINST SEXISM, SEXUAL VIOLENCE AND SEXUAL HARASSMENT**

**PURPOSE**

**Article 1-** The purpose of this Directive is to inform the whole constituents of Dokuz Eylul University including its faculty members and instructors, administrative and contracted personnel, and its students about any potential cases of sexual violence and harassment; to provide legal and psychological support; and to establish the structure, duties and practice principles of the Support Unit which is instructed to seek solutions against sexual violence and harassment.

This regulation is prepared in consideration of the related clauses of The Constitution of the Republic of Turkey and Turkish Penal Code; all International Treaties having been signed by the Republic of Turkey most particularly including the Attitude Report of the Council of Higher Education (YÖK) and Universal Declaration of Human Rights, which concern the matters of principle of equality, physical integrity, right to education and right to employment; and most particularly Istanbul Convention (Council of Europe Convention on preventing and combating violence against women and domestic violence).

**LEGAL FOUNDATION**

**Article 2-** This Directive is prepared on the basis of Article 14 of the Law no. 2547.

**DEFINITIONS**

**Article 3-** Within the scope of this Directive,

1. University: Dokuz Eylul University,
2. President: President of Dokuz Eylul University,
3. Senate: Senate of Dokuz Eylul University,
4. Ethical Committee: Ethical Committee of Dokuz Eylul University,
5. Units of the University: Institutes of Dokuz Eylul University, its faculties, university extensions, conservatoire, research and application centers, administrative units, social, cultural and sports centers,
6. University Members: Full-time and part-time academic and administrative personnel of Dokuz Eylul University and its units; and its students,
7. Unit: Dokuz Eylul University Support Unit against sexual violence and sexual harassment.

**SCOPE**

**Article 4-** This Directive covers the following issues:

1. This Directive, regardless of place and time limitations, is applied to all cases where the students and personnel stand together due to “their working and education relationships”. Provisions in this Directive are applied to all constituents of the university. Furthermore, Dokuz Eylul University takes all kinds of measures to make all natural persons and enterprises who contractually work in the university to act within the limits of the principles in this Directive. This Directive covers all and every kind of deeds that occur within the university, and other deeds of university constituents occurring outside the university but having an impact on academic life and working environment.
2. It also includes the structure, duties and the practice principles of the Support Unit against sexual violence and sexual harassment and,
3. issues regarding applications made to the Support Unit against sexual violence and sexual harassment and their evaluation procedures.

**BODIES AND FUNCTIONING PRINCIPLES OF THE SUPPORT UNIT AGAINST SEXUAL VIOLENCE AND SEXUAL HARASSMENT**

**Bodies of the Support Unit against sexual violence and sexual harassment**

**Article 5-** Bodies of the Support Unit are as follows:

1. Unit Coordinator
2. Unit Council

**Unit Coordinator**

**Article 6-** Coordinator of the Support Unit against sexual violence and sexual harassment is appointed by the President of Dokuz Eylul University for a period of 2 (two) years among the members of the Council of Unit specified in Article 8 following a suggestion of the Director of DEKAUM (Dokuz Eylul University Women’s Rights and Problems Application and Research Center).

**Duties of the Unit Coordinator**

**Article 7-** Duties of the Unit Coordinator are as follows:

a) to prepare an agenda of the Council of Unit and keep reports,

b) to convene the members of the Council of Unit,

c) to delegate the duties of personnel in the Unit,

d) to cooperate with the related Units (Faculty of Medicine, the Department of Psychiatry; Buca Faculty of Education, Division of Guidance and Psychological Counseling) of the university in order to enable the Unit provide both legal and also psychological support.

e) All actions and files should be confidential.

**The Unit Board**

**Article 8 –**

1. The Board of Support Unit against Sexual Harassment and Sexual Assault consists of eleven members recommended by DEKAUM and assigned by the rector. At least six of all members are chosen among the Faculty of Law, DEKAUM, the Department of Women Studies of Social Sciences Institute, the Department of Psychological Counseling and Guidance of Buca Faculty of Education, the Faculty of Forensic Medicine of Faculty of Medicines, the Department of Public Health of Faculty of Medicines, and the Department of Mental Health and Disorders. In addition, there must be one member from administrative personel, student representatives and the concerned NGOs. The number of male and female members must be equal. The Unit Board convenes upon the call from the Unit Office and performs its tasks.
2. The term of office of the members of the Board of Support Unit against Sexual Harassment and Sexual Assault is two (2) years. A member whose term of office terminates can be assigned one more time. The membership of a member who does not participate into three subsequent meetings revokes and another member with same qualities are coopted. After the rector serves notice on the concerned person, his/her membership terminates officially.

**The Tasks of the Unit Board**

**Article 9-** The tasks of the Unit Board are listed as follows:

1. It investigates the claims of sexual harassment, sexual assault, sexual abuse and reprisals. It decides whether to bring it on the agenda or not.
2. It can provide solutions related to the restorative justice with the implicit approval of the complainant.
3. The Rectorate of Dokuz Eylül University consults with the Board in disciplinary proceedings concerning sexual harassment and assaults, and receives support from the Board about the enquirers who must be expert in their subject according to İstanbul Convention.
4. The Board cooperates with the authorized bodies in order to take precautions against conditions stated in the Article 4.
5. The Board provides training, organizes various events such as advertising in order to raise awareness of sexual harassment and sexual assault.
6. The Board is not charged with detecting whether a crime related to the claims of sexual harassment and sexual assault was committed or not; the Rectorate is informed about the cases.

**Experts**

**Article 10-** The need for academic, technical and administrative personel is met by the staff who will be charged by the rector following the Article 13 of the Law numbered 2547 upon the recommendation of the Unit Office.

**Notifications and Complaints**

**Article 11-**

1. Individuals who believe to have been sexually abused or have witnessed it can send a notification or make a complaint even if they are not sure about the violation of the regulations in the instructions. Notifications can be sent to administrative supervisors, academic advisers, the Board of Ethics and the Support Unit against Sexual Harassment and Sexual Assault in person or online.
2. Individuals, without regarding any orders, can apply to the aforementioned authorities. The concerning authorities communicate the applications to the unit. If it exceeds their authority, the individual must be informed about the unit and guided.

**The Principles**

**Article 12-**

1. All discussions and correspondences between the parties should be confidential. These proceedings are accomplished effectively with due care. In this respect, necessary precautions are taken in order to stop the violence immediately. The authorities should keep records.
2. If the person in charge demands to check the file for information, the names in the file are kept secret and the identities of witnesses are not divulged.
3. Any legal actions cannot be taken without the demand of the complainant except for the legal obligations; the actions cannot be stopped and they cannot be suspended.
4. Women’s statements are principle.
5. Actions should be made without causing a second unjust treatment.

**Support Process**

**Article 13-**

1. The officials, doctors at university hospitals, all academic and administrative staff support who believe to have been sexually abused or have witnessed it without any discrimination.
2. The individuals are informed about the legal and operational solutions, the processes, the risks and the necessary precautions.
3. Psychological support can be provided upon request.

**In-service Training Programs**

**Article 14-**

In order for individuals to learn their rights for preventing the sexual harassment and sexual behaviors and to raise consciousness, it invites the staff to participate into the training which will be organized after taking the opinion of the Department of Personnel Affairs of Dokuz Eylül University.

**The Effect**

**Article 15-** This Directive shall be in effect after it is approved by the Executive Board of Dokuz Eylül University.

**The Implementation**

**Article 16-** This Directive shall be implemented by the rector of Dokuz Eylül University.