

LITHUANIAN ACADEMY OF MUSIC AND THEATRE EQUAL OPPORTUNITIES, INCLUSION AND DIVERSITY POLICY

I. GENERAL PROVISIONS

1. The Equal Opportunities, Inclusion and Diversity Policy (hereinafter referred to as the Policy) of the Lithuanian Academy of Music and Theatre (hereinafter referred to as the Academy, or the LMTA) defines the principles of equal opportunities, inclusion, and diversity as well as the conditions for the implementation of these principles at the Academy.

2. The purpose of this Policy is to ensure that all the Academy's activities comply with the principle of equal rights and the prohibition of restricting the rights of employees and students or granting privileges to them.

3. **Equal opportunities** – the implementation of human rights established in international human and civil rights documents and legislation of the Republic of Lithuania regardless of gender, race, nationality, language, origin, social status, belief, convictions or views, age, sexual orientation, disability, ethnic origin, or religion as well as health status, different educational, cultural, economic and geographical background.

4. **Diversity** – the Academy appreciates the individuality of each person and recognises that the contribution and participation of every individual – an employee or a student – in the activities of the LMTA community is equally important.

5. **Inclusion** – the Academy creates a community culture where differences are not only acceptable but appreciated and where everyone can work, study, develop, and express themselves on an equal footing. Those with fewer opportunities are to be supported to overcome obstacles and become involved in the activity.

6. **Discrimination** – direct and indirect discrimination, harassment, instructing or inducing others to discriminate someone on the basis of gender, race, nationality, language, origin, social status, belief, convictions or views, age, sexual orientation, disability, ethnic origin, or religion.

7. **Direct discrimination** – treating a person less favourably on the basis of gender, race, nationality, language, origin, social status, belief, convictions or views, age, sexual orientation, disability, ethnic origin, or religion than another person is, has been or would be treated under similar circumstances, with the exception of:

7.1. statutory age limits justified by a legitimate aim where the means of achieving this objective are appropriate and necessary;

7.2. the statutory requirement to speak the official language;

7.3. the ban on political participation in cases stipulated by law;

7.4. different rights granted in compliance with the law on citizenship;

7.5. special measures under legislation in the field of health, work safety, employment, and the labour market in order to create and implement conditions and opportunities that guarantee and promote integration into the working environment;

7.6. special temporary measures under legislation to ensure equality and prevent violation of equal rights on the basis of gender, race, nationality, language, origin, social status, belief, convictions or views, age, sexual orientation, disability, ethnic origin, or religion;

7.7. where, due to the nature of the certain professional activities or the conditions under which these activities are implemented, a particular personal quality is an essential and crucial requirement for implementing these activities, and where the aim is legitimate and the requirement is proportional;

7.8. where the legal regulation of restrictions, special requirements, or certain conditions concerning a person's social situation is justified by a legitimate aim and where the means for achieving this aim are appropriate and necessary.

8. **Indirect discrimination** – an ostensibly neutral pattern, condition, or practice, due to the implementation or application of which, a person appears or may appear in a factually disadvantaged

situation because of their certain personal trait (gender, age, disability, etc.) compared to other persons who do not have this trait.

9. **Harassment** – misbehaviour that, on the basis of gender, race, nationality, language, origin, social status, belief, convictions or views, age, sexual orientation, disability, ethnic origin, or religion intentionally offends a person or violates the person’s dignity and is aimed at creating or creates an intimidating, hostile, humiliating, or offensive environment.

10. **Social status** – education or qualification obtained, or learning and studies completed by a natural person at a higher education institution or other institution belonging to the education system; as well as property, income, need for state support as established under legislation, and/or other factors related to the person’s financial (economic) status.

II. MEASURES FOR IMPLEMENTATION OF THE EQUAL OPPORTUNITIES, INCLUSION AND DIVERSITY POLICY

11. All the members of the LMTA community – employees and students – are given equal opportunities. In all cases, the main focus is on the ability to perform well.

12. The Academy organises its activities so that representatives of all social groups constitute the LMTA community, and every member of the community feels respected and can act to the best of their abilities.

13. In organising its activities, the Academy creates an environment where individual differences and individual contribution of each LMTA community member are recognised and appreciated by all other members of the LMTA community. Everyone has the right to work and study in an environment that promotes respect for the dignity of every individual.

14. Everyone is given opportunities to learn, develop their skills, and strive for professional development.

15. The Academy organises its activities so that it ensures equal treatment of all members of its community, provides opportunities for the LMTA staff to grow as a professional and for the students to acquire and develop competencies and gain hands-on experience; as well as, equal benefits are provided regardless of gender, race, nationality, language, origin, social status, belief, convictions or views, age, sexual orientation, disability, ethnic origin, or religion.

16. All the members of the LMTA community – employees and students – must comply with this Policy to ensure equal opportunities and avoid discrimination. The LMTA community members must not discriminate, harass, bully, or intimidate other members of the community on the basis of their gender, race, nationality, language, origin, social status, belief, convictions or views, age, sexual orientation, disability, ethnic origin, or religion; and the LMTA community members must not persecute or take other measures against those who have made unsubstantiated allegations.

17. Violation of the provisions of this Policy will be considered as violation of the LMTA academic ethics or violation of job responsibilities, for which liability will be applied in compliance with the Labour Code of the Republic of Lithuania and the LMTA internal documents. Cases of discrimination occurred at the Academy may be submitted to the Office of the Equal Opportunities Ombudsperson or other competent authorities for further investigation.

18. The Academy takes measures to ensure that a member of the LMTA community who has made a complaint of discrimination or violation of equal rights, or is involved in a case of discrimination, as well as their representative or a person testifying and providing evidence regarding the case of discrimination, is not persecuted and is protected from ill-treatment or adverse consequences.

19. The Academy takes measures to ensure that disabled persons are provided with opportunities to study, become employed, work, pursue career, or develop as a professional at the Academy, including proper adaptation of the premises, provided that such measures do not disproportionately impede the Academy's duties and responsibilities.

20. The Academy provides the following inclusion measures for members of the LMTA community with fewer opportunities, disabilities, health problems, or differences in the educational, cultural, economic, and geographical backgrounds:

20.1. all persons with disabilities, regardless of age or severity of the disability, may receive individual support after the assessment of their needs:¹

20.1.1. financial support,

20.1.2. assigning a personal mentor,

20.1.3. development of an individual work/study schedule;

20.2. individual support is available to all members of the community due to their health issues², learning difficulties³, cultural differences⁴, social⁵, economic⁶, and geographical⁷ barriers in assessing and identifying the need for inclusion, and drawing up a personal plan of measures from the measures below:

20.2.1. development of an individual work/study schedule;

20.2.2. financial support;

20.2.3. linguistic support (language training, translation)

20.2.4. support for additional learning (additional lectures, etc.);

20.2.5. assigning a personal mentor.

III. RECRUITING NEW STAFF AND STUDENTS' ADMISSIONS

21. The Academy welcomes the diversity of staff and students and aims to ensure that all applicants seeking to work for the LMTA or study at the Academy are fairly treated and are selected to work and study purely on the basis of their abilities and qualifications.

22. The Academy's job advertisements are published on the online portals for job advertisements, on the Academy's website and/or on the website of the Research Council of Lithuania. Job advertisements have to be organised so that they provide opportunity not only for candidates of a particular gender, race, nationality, language, origin, social status, belief, convictions or views, age, sexual orientation, disability, ethnic origin, or religion.

23. Information about student admission has to be prepared/presented so as to grant the right for candidates of all genders, races, nationalities, languages, origins, social statuses, beliefs, convictions or views, ages, sexual orientations, disabilities, ethnic origins or religions to participate in the entrance examinations.

24. The LMTA website contains information on equal opportunities, diversity, and inclusion measures for people with fewer opportunities.

25. The selection of the new staff is based on the vacancies, suitability, and ability to perform the job; the information received from the candidates is confined to the qualifications related to job requirements.

26. The LMTA staff responsible for the selection of candidates, job interviews and their appointments have to be explicitly informed about the selection criteria and the requirement to implement the Policy.

¹ Disability – physical, mental, intellectual, or sensory impairments which may prevent a person with disabilities from full and efficient participation in the social life under the same conditions as other persons.

² Health issues including serious illnesses, chronic diseases, medical conditions or any other situation related to physical or mental health preventing a person from the participation in the programmes;

³ Educational issues (early school leavers (dropouts, unemployed), low-qualified adults, etc.);

⁴ Cultural differences (persons with no foreign language skills and with fear of cultural differences; migrants or refugees; people belonging to a national or ethnic minority, sign language users, etc.);

⁵ Social barriers (low social skills, (former) convicts, (former) drug or alcohol users, etc. as well as barriers due to family circumstances, single parents, guardians, orphans living in institutionalised care settings, etc.);

⁶ Economic barriers (low standard of living, low income, learners who have to work to support themselves, long-term unemployment, poverty, homelessness, debts, etc.);

⁷ Geographical barriers (related to living in remote or rural areas, periphery and remote regions, suburbs (limited public transport, poor conditions), etc.).

27. All questions to the candidates must be related to the selection criteria. The staff participating in the interview must not ask any questions related to the candidate's gender, race, nationality, language, origin, social status, belief, convictions or views, age, sexual orientation, disability, ethnic origin, or religion or make assumptions about the candidate's role in the home and family where this information is not directly related to the provision of the guarantees to the employee as stipulated in the Labour Code.

28. Candidates with disabilities who mention the fact of their disability when applying for the vacancy will be provided with appropriate conditions during interviews and equal opportunities with other candidates.

29. Where a decision regarding an employee's dismissal is being made, the criteria for dismissing have to be applied equally for all employees regardless of their gender, race, nationality, language, origin, social status, belief, convictions or views, age, sexual orientation, disability, ethnic origin, or religion.

IV. TRAINING OF THE LMTA COMMUNITY MEMBERS

30. Considering its strategic objectives and financial capabilities, the Academy has to provide training to the LMTA community members. This training:

30.1. develops understanding of the prevalence and harmfulness of discrimination and prejudices relating to gender, race, nationality, language, origin, social status, belief, convictions or views, age, sexual orientation, disability, ethnic origin, or religion;

30.2. presents information on the direct and indirect nature of discrimination and the conditions under which discrimination may occur and how it can be avoided;

30.3. introduces information on the existing legislation and its application in the areas of equal opportunities, diversity, and inclusion.

31. The information provided by the Academy to the staff and students contains clear and brief key guidance on equal opportunities, inclusion, and diversity.

V. THE DETERMINATION OF REMUNERATION, EMPLOYEE'S PROMOTION, STUDENTS' GRANTS, AND ASSESSMENT OF THE LEARNING OUTCOMES

32. At the LMTA, the process of determining remuneration for certain employees is based merely on objective criteria related to the employee's qualifications, the degree of responsibility, the nature of the job performed by the employee, the achieved results, and other objective criteria stipulated in a separate document. It is prohibited to consider the employee's gender, race, nationality, language, origin, social status, belief, convictions or views, age, sexual orientation, disability, ethnic origin, or religion during the process of determining the employee's remuneration.

33. For performing an identical or equivalent job, all employees have to be paid the same remuneration regardless of the employee's gender, race, nationality, language, origin, social status, belief, convictions or views, age, sexual orientation, disability, ethnic origin, or religion. An identical job is the performance of work activity that, according to objective criteria, is the same or similar to the other work activity to such an extent that both the employees performing the jobs can substitute each other at no additional expenses to the employer. An equivalent job is work activity that according to objective criteria is of no lower qualification and no less significant for the employer to achieve the operational objectives than the other work activity being compared.

34. The criteria governing the selection of candidates for promotion have to be related only to the person's skills, quality of the employee's performance, and personal achievements in the professional field. An employee must not be discriminated on the basis of gender, race, nationality, language, origin, social status, belief, convictions or views, age, sexual orientation, disability, ethnic origin, or religion.

35. Student grants have to be awarded only on the basis of objective criteria related to the student's performance and other objective criteria stipulated in the LMTA Regulations for the Studies and the Regulations for Students' Grants. The process of awarding grants must not consider the

student's gender, race, nationality, language, origin, social status, faith, beliefs or views, age, sexual orientation, disability, ethnic origin, or religion.

36. Students' achievements are assessed on the basis of purely objective criteria. When assessing students, it is forbidden to take into account the student's gender, race, nationality, language, origin, social status, belief, convictions or views, age, sexual orientation, disability, ethnic origin, or religion.

VI. PROTECTING THE STAFF AND STUDENTS

37. The Academy must take measures to ensure that its employees and students are not subjected to harassment, not given instructions to discriminate, not persecuted, and are protected from ill-treatment or adverse consequences if they have filed a complaint of discrimination or are involved in a discrimination case.

38. All the LMTA employees and students who think that they are being harassed or that they experience violation of equal rights or suffer from discrimination can contact the LMTA Ethics Committee by e-mail etika@lmta.lt, the Chairperson of the LMTA Senate, the LMTA Rector, or the Dean of their faculty and identify a person who is allegedly discriminating the employee or the student or violating their rights.

39. Upon receiving the complaint from an employee or a student regarding harassment, violation of equal rights, or discrimination, the Chairperson of the LMTA Senate, the LMTA Rector, or the Dean of the Faculty must forward the complaint to the LMTA Ethics Committee.

40. Upon receiving the complaint, the LMTA Ethics Committee must examine it in accordance with the procedure established by the LMTA Ethics Committee.

41. Information regarding the complaint must be treated as confidential and must not be made public to persons who are not involved in the alleged misconduct or its investigation.

42. Any persecution or hostile behaviour against an employee, a candidate for a job vacancy, an applicant during the enrolment process, or a student who has filed a complaint of harassment, violation of equal rights or discrimination is prohibited and considered a violation of the LMTA Code of Academic Ethics and the job responsibilities, which may be legally liable under the Labour Code of the Republic of Lithuania and the LMTA internal legal acts.

VII. FINAL PROVISIONS

43. This Policy has to be reviewed and, where necessary, updated at least once a year or in the event of amendments made to the mandatory legislation in the field of regulation of this Policy.

44. Prior to granting the approval or making amendments to this Policy, the Academy shall inform and consult with the LMTA Council.

45. The LMTA staff and students are to be informed about the Policy or amendments made to it by electronic means (e-mail) and must comply with its obligations, and follow the principles stipulated in the Policy.
