

SUSTAINABLE DEVELOPMENT GOALS

8 DECENT WORK AND ECONOMIC GROWTH



8.2.6 Does your university as a body have a policy on pay scale equity including a commitment to measurement and elimination of gender pay gaps?

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8.2.6 Does your university as a body have a policy on pay scale equity including a commitment to measurement and elimination of gender pay gaps?

UBT Equality, Justice and Tolerance Policy

UBT is committed to measure and eliminate gender pay gaps through embracing a clear Policy to address pay-scale equity. Indeed, the policy clearly highlights aspects related to eliminating any discrimination or prejudice against women based on gender (page 4 of the policy) as well as clear policy on providing equal pay to UBT employees (page 4 of the policy). Indeed, the policy clearly indicates that all positions can be occupied by both genders, and it is not possible, legally, to pay a person higher or lower than the pay and grade associated with that position. Finally, UBT sets a clear policy indicating that HR monitors and sets measures to ensure the prevention and correction of pay gaps. (Evidence No 1 – provides full view of Equality, Justice and Tolerance Policy)



Equality, Justice, and Tolerance Policy

1. Purpose

To foster a healthy environment free from discrimination, and harassment where all can work together in harmony and equality, to learn and innovate.

2. Scope

Applied to all UBT members (Faculty (part time and full time), Staff, Students, visitors, adjunct professors, etc.) in terms of equality in accessibility, admission, pay-scale, gender equality and disabilities, anti-harassment, and anti-discrimination.

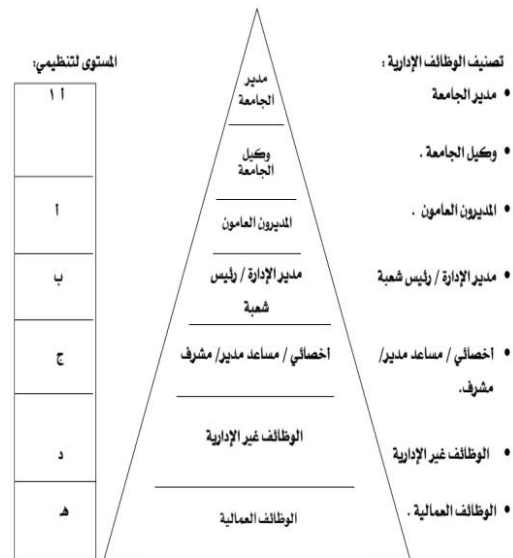
C) Pay-Scale:

- UBT is keen to provide an equal pay to its faculty members and staff.
- Salaries and allowances are based on the Job description and position regardless of the gender.
- All positions at UBT can be occupied by women and men. And it is not possible, legally, to pay a person higher or lower than the pay and grade associated with that position.
- Women in UBT can occupy all positions including presidency, vice presidency, deanship and directorship.
- HR monitors and sets measures to ensure the prevention and correction of pay gaps.

UBT Pay Scale Based on Job Classification

UBT continues to measure and track the scale via various equity categories; UBT adopts a job classification based on job evaluation for each position, which considers the duties, responsibilities, background, and experience of the candidate filling a vacant position. This leads to assurance of a pay scale that is gender neutral and, hence, eliminates any gender bias when employed in the same job category/level (Evidence No. 2 – HR Manual - Pg. 31-37). The image below (based on the UBT HR Manual) indicates the overall Pay-Scale categories, which are based on Job Positions/Evaluation and are gender-neutral.

○ الهيكل التنظيمي للوظائف الإدارية:



This equity in pay is even demonstrated in practice. For example, Faculty members employed at the Academic Rank of 'Assistant Professor' and with the same/similar work experience will be paid the same monthly pay regardless of gender. A similar practice is maintained in non-academic positions (Evidence No. 3 - Sample of Job Offers -Male and Female). This equity in pay or gender neutrality aspect of payments also applies to extra allowance in the form of health insurance, overtime, tickets for official assignments, or any other form of per diem, end-of-

service payments, as well as payments associated with training and development opportunities (Evidence No. 4 - HR Policy - Pg. 192 to 231).

Gender Neutral Administrative Assignment Allowance Policy

Additionally, UBT applies other gender-neutral policies that enable pay-scale gender equity, which clearly indicate policies related to academic faculty administrative assignments that are announced to all UBT members. (Evidence No. 5 provides the President’s Decree setting the extra allowances based on the level of assignment – Announced to all UBT members). The table below summarizes the monthly assignment allowance based on the assignment type. Therefore, regardless of gender, any faculty member who is assigned any of these pre-defined assignments will end up receiving the exact allowance regardless of their gender.

Assignment Type	Monthly Assignment Allowance
Vice President	SR 8,000
Dean of College / Dean of Supporting Deanship	SR 6,000
Assistant Vice President	SR 4,000
Vice Dean / General Director / Center Director	SR 3,000
Head of Department/ Vice Dean for Supporting Deanship / Department Supervisor / Scientific Council Secretary	SR 2,000
Department Manager / Unit Manager / Section Manager	SR 1,000

Another example is when introducing a new position associated with extra assignment compensation; these extra allowances are also made gender neutral. Hence, the allowance is based on the position and deliverables regardless of gender. (Evidence No. 6 also includes the decree associated with the assignment of College Quality Coordinators, which consists of male and female faculty members assigned the same duties and compensated with the same extra allowance and benefits).

Gender Neutral Overtime Scheme and Part-time Contracts

- **Overtime Scheme:** When employees are assigned extra tasks, they are pre-informed and receive the endorsement of their direct manager, which is compensated through the Gender-Neutral Over-Time Working Scheme, which pays above the average per-hour pay (Evidence No. 6 – Overtime Template Sample).
- **Part-time Contracts:** All members who join UBT in a part-time job structure are assigned specific contracts with clearly set duties. Once the job is done, the relevant payment associated with the contractual relationship is made. All these contracts are signed by University Presidents and are Gender Neutral.

UBT
جامعة الأعمال و التكنولوجيا
UNIVERSITY OF BUSINESS AND TECHNOLOGY

عقد عمل مؤقت للمتعاقبين من خارج الجامعة للمصل الصفي

إنه في يوم وتاريخ الموافق حرره هذا العقد بين كل من:

١- جامعة الأعمال و التكنولوجيا (شركة جامعة الأعمال و التكنولوجيا الأهلية المحدودة)، سجل تجاري رقم: ١٨٥٢ - ٤٠٤١٠٠٠ وعنوانها: ذحيان، ص.ب. ٢٢٢٣٥، الرمز البريدي: ٢١٤٤٨ هاتفها: ٠٠٩٦٦٠١٢٠٢١٥٩، المملكة العربية السعودية.
ويمثلها هذا العقد: بصفتها:

وبشار إليه فيما بعد **(الطرف الأول)**

٢- الأسم الرضائي: رقم الهوية الوطنية:
الدرجة العلمية: التخصص:
العنوان الرضائي: الرمز البريدي:
صندوق البريد: البريد الإلكتروني:

وبشار إليه فيما بعد **(الطرف الثاني)**

البند الرابع: التزامات الطرف الأول
يلتزم الطرف الأول بدفع الأجر المتفق عليه في هذا العقد للطرف الثاني بعد استيفاء الطرف الثاني لكافة الالتزامات الواردة في هذا العقد وتسليم الدرجات النهائية وملف المقررات الدراسية للطرف الأول في الموعد المحدد لذلك.

البند الخامس: مسؤوليات الطرف الثاني

1. يتعين على الطرف الثاني الالتزام بالقرارات المحددة لخواص المحاضرات التي يقوم بتدريسها وفقاً لتجديول المعتمد من قبل الطرف الأول، وفي حالة تعهيه أو تأخره في الحضور بدون سبب مشروع فإنه يحق للطرف الأول حسم من مجموع الأجر مالم يقدم عذر شرعي مسبق بذلك.
2. يتعين على الطرف الثاني الالتزام بتدريس المقررات الدراسية المشار إليها في البند الثاني من هذا العقد على وجه واثم وأمانة وإخلاص وبعناية وحرص وأن يكبر جميع جوده وجرأه في تدريسها.
3. يلتزم الطرف الثاني بتحديد ساعات مكتبية لمقابلة الطلاب والإجابة عن أسئلتهم واستفساراتهم وفقاً لتوافر مسامحات وقرارات الطرف الأول.
4. يلتزم الطرف الثاني بالتدريس من الكتب المنهجية المقررة من الطرف الأول، مالم يتفق الطرفان على غير ذلك.
5. يلتزم الطرف الثاني بأن يعنى العناية الكافية بالألوات والأجهزة ووسائل العمل الموضوعه تحت تصرفه خلال مدة العقد وأن يحافظ عليها وأن يتخذ كل ما يلزم لحفظها وسلامتها.
6. يلتزم الطرف الثاني بمعاملة السطوك والتصرف الحسن أثناء تواجده في مقر الطرف الأول ولا يتصرف بطريقة تسيء إلى سمعة الطرف الأول بطريقة مباشرة أو غير مباشرة.
7. يلتزم الطرف الثاني بالتقيد بالأنظمة والتشريعات المعمول بها في المملكة العربية السعودية وإتباع ومراعاة السياسات والقرارات واللوائح والتعليمات الداخلية الخاصة بالطرف الأول.
8. يلتزم الطرف الثاني بإتباع تعليمات الشؤون الأكاديمية المتعلقة بالمعايير الأكاديمية ومعايير الجودة المعتمدة بالتدريس وتوزيع الدرجات وتسليم ملف المقررات الدراسية عند إنهاء الفصل الدراسي.
9. يلتزم الطرف الثاني بتسليم الدرجات لكل اختبار في الموعد المحدد لذلك دون تأخير.
10. يلتزم الطرف الثاني بتسليم ملف المقررات الدراسية في الموعد المحدد لذلك دون تأخير.
11. يلتزم الطرف الثاني عند إنهاء أو إنهاء عقد العمل لأي سبب، بتسليم الطرف الأول أو من يوب عنه كل ما في عهده من مستندات أو ملفات أو أجهزة من أي نوع، وأي موجودات تتعلق بعمله لدى الطرف الأول، وذلك خلال أسبوع من تاريخ الإنهاء أو الانتهاء ولا تخلى مسؤولية الطرف الثاني في ذلك إلا بموجب إخلاء طرف موقع من الطرف الأول.

Gender Neutral Academic Research Compensation and Benefits Scheme

- Since 2022, UBT has adopted a gender-neutral payment scheme that aims to incentivize research productivity among all faculty members, which has received wide acknowledgement among all faculty members and resulted on dramatic increase on research productivity from all faculty. Indeed, UBT publications indexed in SCOPUS increased from 84 publications in 2022, reaching 393 in 2023 and exceeded 520 in 2024 (Evidence No. 7 – UBT Research Incentives Decree).



- In addition to reimbursement of the publication fee for each UBT publication indexed in SCOPUS, each faculty is rewarded a publication allowance that ranges between 1,000 SR to 10,000 SR per publication and depending on the meeting the following 8 publication parameters:
 1. Scopus Indexed Publications
 2. Type of Publication: Peer Reviewed Paper, Book Chapter, Book
 3. Quality of Publication: Q1, Q2, Q3, Q4
 4. Number of Authors: Single vs Co-Authored
 5. Faculty Collaboration: National vs International
 6. Student Engagement as Co-Authors: Yes or No
 7. Alignment with UN SDGs
 8. H-Index (between 12 and 20 or more than 20)