



# LABOR RIGHTS POLICY

2024

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## 1. Introduction

- 1.1. Baku Engineering University (BEU) is committed to promoting the establishment of a fair, inclusive, and supportive work environment for all faculty, staff, and other workers. The Labor Rights are aimed to outline the fundamental rights, responsibilities, and protection of all workers within the university, and to efficiently and effectively govern the university with every individual treating each other with dignity, respect, and equality.
- 1.2. The policy applies to all employees of BEU, including full-time, part-time, temporary, third-party company workers, and academic, administrative, and other employees. It distributes a comprehensive framework for clarifying all labor-related issues, as it follows Articles 52, 66, 67, 79, 91, 94, 98, 125, 131, 240, 241, 242, 243, and 245 of the [Labor Code of the Republic of Azerbaijan](#) to ensure the best working environment for creating a better understanding of improvement in university, developing teaching further, and establishing better research environments.

## 2. Purpose of the Policy

- 2.1. this Labor Rights at Baku Engineering University aims to inaugurate comprehensive and transparent guidelines for achieving better employment relations within the university. The policy itself plays a distinguished role in managing employee relations to maintain respectful and equal concepts of relationships. As it serves more as a staff handbook or rules and regulations for all employees, the main purpose does not contrast despite the name.
- 2.2. Policy maintains to display the rules, but not what should be done if violated. However, the reason is that university law is that any university rules and regulations, code of

conduct, or procedures violated by employees of the university, bye-laws will be ruled or overruled by the Disciplinary Committee of Baku Engineering University after investigating and discussing the case.

- 2.3. The crucial purpose of this policy is to safeguard the basic rights of all employees of Baku Engineering University, ensuring that each individual is treated fairly and equitably, following local labor laws and international labor conventions. This includes the right to fair wages, equal treatment, non-discrimination, and the freedom to work in a safe and healthy environment. By clearly outlining the rights and duties of both employees and the university, we seek to prevent labor exploitation, harassment, and unjust practices.
- 2.4. The Labor Rights Policy also aims to define the terms and conditions of employment at Baku Engineering University. These add specific details about working hours, pay scales, benefits, and other important aspects of employment. By the delivering a transparent and accessible explanation of employment terms, the policy gives the opportunity for the employees to understand their expectations and responsibility within the university boundaries.
- 2.5. Complaints, disputes, and grievances are the next vital point of the policy purpose within the Labor Rights Policy, as it provides employees with a structured and organized procedure for addressing concerns in terms of conditional disputes, harassment, pay disputes, and other work-related issues. It gives balanced power to employees to raise their concerns without fear of retaliation.
- 2.6. Establishing a healthy inclusive and safe work environment is one of the most important purposes of the university administration. While founding a framework for the prevention of workplace accidents, and having a culture of respect and dignity, the purpose is to be a healthy organization inside and outside of the university.

- 2.7. With working to achieve these purposes to build the best community, the main aim is to have sustainability and excellence. Having a motivated individual and well-supported and happy employees could help to achieve the goals of the university faster than predicted.

### **3. Terms and Conditions**

- 3.1. An essential objective of this policy is to distribute clear and transparent definitions of the terms and conditions of employment for all employees who are working at Baku Engineering University. With this, policy is the key initiative to see what is the general responsibility of all individuals at BEU.

#### 3.1.1. Employment Categories:

- 3.1.1.1. Full-Time Employees – employed permanently, who are expected to work the standard weekly hours, receive full benefits including health insurance, paid leave, and retirement contribution.
- 3.1.1.2. Part-time Employees – employed with fewer working hours than employees on a full-time basis, and receive benefits depending on the terms of their contracts.
- 3.1.1.3. Temporary Employees – employed temporarily for a pre-selected period, and receive benefits, not the same as the full-time employees unless specified in the contract.
- 3.1.1.4. Third-party workers – employed by an external company or third-party service providers. While they are not directly employed by the Baku Engineering University, they are bound to the same rules and regulations of the university within the campus and they are entitled to fair treatment and protection of their rights.

#### 3.1.2. Employment Contracts:

- 3.1.2.1. Job Title and Description – The definition of work to be performed, key responsibilities, and any expectations from the responsible employee.
- 3.1.2.2. Work Hours: The number of hours defined by the University depending of the category of employment contracts.
- 3.1.2.3. Compensation – Detailed salary, working hour wages, payment schedule, active benefits, or performance-related pay is included.
- 3.1.2.4. Benefits – Details about health insurance, retirement contributions, and other benefits, and eligibility criteria of individuals depending on their contracts

## 4. Key Initiatives and Developments

4.1. Baku Engineering University has actively underwritten to promote sustainable economic growth and development through its academic initiatives.

4.1.1. A distinguished affair is the conference dedicated to "Sustainable Development in Economics and Administration," as emphasized in the [news article](#). This session provides a stage for specialists and academics to debate and discover approaches for nurturing sustainable economic practices and management. The event highlighted BEU's pledge to talking key economic contests and endorsing wide-ranging growth through academic research and dialogue.

4.2. Cooperation with the State Agency on Renewable Energy Sources:

4.2.1. BEU has strengthened its role in endorsing sustainable economic growth through a collaboration arrangement with the State Agency on Renewable Energy Sources, as stated in the [news article](#). This partnership focuses on advancing renewable energy technologies and assimilating them into economic expansion approaches. By joining forces with this agency, BEU supports the evolution of sustainable energy solutions and contributes to the development of green technologies that drive economic growth and job creation.

#### 4.3. Publication of Research by Faculty in International Journals:

4.3.1. The Faculty of Economics and Administrative Sciences at BEU has made significant contributions to academic research, as evidenced by the publication of an article in a Canadian journal, detailed in the [news article](#). This publication underscores the university's commitment to high-quality research that informs and enhances economic policies and practices. Such research contributes to the broader goal of fostering sustainable economic growth and providing valuable insights into economic development strategies.

#### 4.4. Scientific-Practical Conference on Engineering and Innovation:

4.4.1. BEU is organizing a scientific-practical conference entitled "The Role of Engineering in Innovative Development of Azerbaijan: Aims and Perspectives," as noted in the [news article](#). This conference will focus on the role of engineering in driving innovative development and economic growth in Azerbaijan. By highlighting the intersection of engineering and innovation, BEU aims to showcase how technological advancements contribute to economic progress and create opportunities for productive employment.

#### 4.5. Stance against child labor, human trafficking, and modern slavery:

4.5.1. As a University, BEU has implemented a zero-tolerance policy towards any form of forced labor and human trafficking. Moreover, the vital point is to comprehend the institutional values and codes of conduct that maintain the reflection of the university's standing against modern slavery, child labor, and human trafficking. In the Code of Conduct of our university, the ethical conduct standards indicate:

4.5.1.1. “Baku Engineering University prohibits any form of forced labor, modern slavery, human trafficking, and child labor in all university activities and partnerships. All employees, students, and affiliated third parties are required to adhere to these principles, ensuring that all individuals are treated with dignity and respect, free from exploitation. Violations of this policy will result in strict disciplinary action, including potential termination of contracts and reporting to relevant authorities.”

#### 4.6. Pay scale Equity and Elimination of Gender pay gap:

4.6.1. BEU has been working on the elimination of the gender pay gap and pay scale equity and can proudly display the gender pay gap elimination in terms of ensuring sustainable growth. To ensure the pay scale equity, BEU has been working on transparency pay structures to establish clear and accessible salary ranges for different positions, allowing not only employees but also the potential BEU staff members to understand how their pay is determined

## **5. Future Prospects and Recommendations**

### 5.1. Strengthening Industry-Academia Collaborations:

5.1.1. BEU should continue to strengthen its collaborations with industry and government agencies to promote economic growth and job creation. Developing partnerships with businesses, governmental bodies, and international organizations can provide students with practical experience, internships, and job placement opportunities. These collaborations will help bridge the gap between academic training and real-world employment needs.

### 5.2. Equity of all University workers:



5.2.1. The commitment to promote decent work and economic growth as outlined in this policy is essential, as our primary aim has always been on fostering sustainable economic practices through industry collaborations and innovative research, the university comprehends the importance of ensuring that all employees – whether the university directly employs them or outsources through third-parties – are afforded equally and get fair rights and protections. While they might have outsourced third-party contracts, the principles of Baku Engineering University ensure fairness and equity between all workers to align with the commitment to decent work and economic growth. Incorporating labor rights in contracts to ensure compensation with fairness and accessibility to necessary benefits, establishing protocols for regular assessments of the third-party partners to ensure upholding labor standards in line, and commitment to inclusivity to protect the work environment and enhancing contributions to sustainable growth is the essentiality of what has been done from the beginning of the establishment of the university to commitments that as an organization of global chain can do to alter the global problems.

### 5.3. Expanding Research on Economic Growth and Employment:

5.3.1. To further support SDG 8, BEU should expand its research efforts in areas related to economic growth, employment, and sustainable development. This includes supporting research projects that explore innovative economic models, employment strategies, and the impact of technology on job creation. Providing funding and resources for such research will contribute to the development of effective policies and practices for sustainable economic growth.

### 5.4. Enhancing Career Development Services:

5.4.1. BEU can enhance its career development services to better prepare students for the job market. This includes offering career counseling, job placement services, and professional development workshops. By equipping students with the skills

and knowledge needed for the workforce, BEU can help ensure that graduates are well-prepared for productive and decent employment.

#### 5.5. Promoting Entrepreneurship and Innovation:

5.5.1. Encouraging entrepreneurship and innovation is crucial for sustaining economic growth. BEU should consider developing programs and incubators that support student and faculty entrepreneurs. Providing resources, mentorship, and funding opportunities for startups can foster a culture of innovation and contribute to economic development.

#### 5.6. Monitoring and Reporting on Economic Impact:

5.6.1. Implementing a system for monitoring and reporting on the economic impact of BEU's initiatives is essential for assessing progress and making informed improvements. BEU should track the outcomes of its conferences, partnerships, and research projects to evaluate their contributions to economic growth and employment. Regular reporting will help demonstrate the university's impact and guide future efforts.

## 6. Conclusion

6.1. In conclusion, Baku Engineering University has made significant contributions to promoting sustained, inclusive, and sustainable economic growth through its various initiatives. The university's involvement in conferences, partnerships with the State Agency on Renewable Energy Sources, and international research publications highlight its commitment to fostering economic development and productive employment. By expanding industry collaborations, enhancing career development services, and supporting entrepreneurship and innovation, BEU can further its impact on economic growth and job creation. Monitoring and reporting on these efforts will also ensure that BEU continues to play a pivotal role in achieving Sustainable Development Goal 8 and driving economic progress.