



Guidelines for members of the management staff on dealing with discrimination

The University of Stuttgart does not tolerate any form of discrimination or sexual harassment, and is determined to stop them. The University of Stuttgart as an employer and, therefore, each member of the management staff is responsible for providing a work and study environment that is free of discrimination. Should members of the University of Stuttgart notice discriminatory behavior against others, it is the task of the University of Stuttgart, and in particular of the management staff, the divisions, and further institutions, to take action.

This is another reason why you should never look the other way when it comes to discrimination and racism! Follow up a complaint in any case. Depending on the severity of the incident and the degree of culpability, employment law measures may be taken. These can include: a warning, transfer or, in severe and repeated cases, dismissal. You can find more information about possible consequences in the guidelines for persons affected.

What you can and should do

Be a good role model!

- Treat all your employees and students equally fairly and do not favor anyone, for any reason.

Make it clear that you do not tolerate discrimination.

- Address the desired etiquette and the work environment in your team or department.
- Foster a friendly work and study environment in which everyone feels appreciated. Make sure that there is an open, respectful atmosphere in your courses.
- Make use of existing opportunities for further training for yourself and your team / department, such as a workshop to raise awareness of personality stereotypes.

Don't look the other way when it comes to discrimination!

- Follow-up every complaint, try to help those affected, and, above all, try to stop the discrimination.
- Don't behave in a way that makes others feel patronized or embarrassed.
- In case of suspicion, seek a personal, confidential discussion with the persons concerned.
- Consider together what steps can be taken.
- Never take action against the will of the person affected.
- If necessary, get advice from one of the relevant contact persons. You can find them under <https://uni-stuttgart.de/antidiskriminierung>.
- In cases where the person affected or other members of the university may be in danger, notify the relevant authorities (faculty management, university management, Central Administration, etc.; in the case of an imminent threat, also the police).

You can find possible channels for making a complaint in the [guidelines for persons affected](#).