

## **Arbitration Board of BOKU University**

### **Recommendations for avoiding discrimination against pregnant applicants**

The following recommendations are intended to prevent discrimination against pregnant applicants during ongoing application processes at BOKU. The Arbitration Board recommends the following to university bodies when dealing with pregnant applicants:

#### **1) Enter into dialogue with each other**

The Arbitration Board recommends that the university bodies contact the applicant as soon as possible after the pregnancy has been announced and seek to discuss any wishes the applicant may have.

Contact by the university bodies should only take place after the applicant has announced her pregnancy. Questions about pregnancy are not permitted in the application process under labor law.

#### **2) Flexibility**

The Arbitration Board recommends that university bodies act flexibly when choosing the dates for hearings, appointment presentations, job interviews, etc and to take into account the special needs of an applicant associated with pregnancy or the birth of a child, at least regarding the statutory maternity leave periods.

The applicant should be offered (within the scope of technical possibilities) the opportunity to take part in the respective hearing, appointment presentation, job interview, etc via video conference.

If the applicant's participation is impossible for unforeseen reasons despite an in principle suitable choice of date, the applicant should be given the opportunity to make up for the hearing, appointment presentation, job interview, etc at a later time.

#### **3) Confidentiality**

The Arbitration Board recommends that university bodies treat information they obtain regarding an applicant's pregnancy with the utmost confidentiality and sensitivity.