



Title: Employment Policy Pay Scale Equity

Code: GU-PL68EPPSE

Version: 1.1

Date of Issue: 2024

Effective Date: July 2024

Approval Authority: Board of Trustees

Document Owner: Chief Operation Officer (COO)

Next Review Date: June 2028

Review: The policy is subject to a periodic review every 4 years no later than June 2028 or in a shorter cycle as per amendments to University Policies

1. Purpose

The purpose of this policy is to ensure pay scale equity at Gulf University by measuring and eliminating gender pay gaps, promoting fairness and equality in compensation practices..

2. Scope

This policy applies to all academic and administrative staff members at Gulf University, emphasizing equal pay for work of equal value regardless of gender.

3. Acronyms

BQA	Education and Training Quality Authority
COO	Chief Operating Officer
HEC	Higher Education Council

4. Definitions

- **Gender Pay Gap:** The difference in average earnings between men and women, expressed as a percentage of men's earnings.
- **Equal Pay for Equal Work:** The principle that men and women should be paid the same for doing the same work or work of equal value.
- **Job Evaluation:** The systematic process of determining the relative worth of jobs within an organization.

5. Policy Details:

5.1. Commitment to Gender Pay Equity

- **Measurement:** Gulf University is committed to regularly measuring and analyzing pay data to identify and address any gender pay disparities.
- **Elimination of Gender Pay Gaps:** Any identified gender pay gaps will be promptly addressed through transparent and equitable means.

5.2. Pay Scale Equity

- **Equal Pay for Equal Work:** Gulf University ensures that all employees receive fair compensation for their work, irrespective of gender, race, or any other characteristic.
- **Job Evaluation:** Jobs will be evaluated based on objective criteria to determine appropriate pay scales, ensuring fairness and consistency.

5.3. Monitoring and Reporting

- **Regular Monitoring:** The HR department will monitor pay data regularly to assess and address any discrepancies in pay based on gender.
- **Reporting:** Annual reports on gender pay equity will be generated and shared with senior management to ensure transparency and accountability.

5.4. Training and Awareness

- **Training Programs:** Training sessions on gender pay equity and unconscious bias will be provided to managers and employees to promote a culture of fairness and equality.
- **Awareness Campaigns:** Awareness campaigns will be conducted to educate staff on the importance of pay equity and gender equality in the workplace.

6. Procedures

- 6.1. **Data Collection:** HR department will collect and maintain comprehensive pay data for analysis.
- 6.2. **Analysis:** Regular analysis of pay data will be conducted to identify any gender pay gaps.
- 6.3. **Correction:** Identified discrepancies will be corrected promptly through adjustments to ensure pay equity.
- 6.4. **Review:** An annual review of the pay equity measures and outcomes will be conducted to assess effectiveness.

7. Responsibilities

Board of Trustees is responsible for:

- Ensuring appropriate implementation of this policy.

President is responsible for:

- Ensuring appropriate implementation of this policy.

Vice President for Academic Affairs is responsible for:

- Appropriate implementation of this policy.

Chief Operating Officer is responsible for:

- Appropriate implementation of this policy.

Human Resources Manager

- Following this policy appropriately.

8. Related Policies

- HR Policy

9. Related Procedures

- All HR Related Procedures

10. Related References and Standards

BQA	Institutional Review Handbook
BQA	National Qualifications Framework Handbook
BQA	Programs-within-College Reviews Handbook
HEC	Regulations and Resolutions

President Signature:

