

PA 12: Employee Rights

Rationale

This credit recognizes institutions that are working to ensure that all of their employees have access to paid family and medical leave and other fundamental labor rights. Although an institution may offer a variety of benefits to its employees, the availability and length of maternity and all gender family/medical leave are internationally relevant indicators of gender equality and family-friendly policies. An institution can also demonstrate its commitment to human and labor rights by protecting its employees from discrimination, harassment, and reprisals for protected activities such as unionization.

Applicability

Applicable to all institutions.

Points available

A maximum of 3 points are available for this credit.

Criteria

12.1 Number of weeks of paid maternity leave

An institution earns 1 point when at least 24 weeks of paid, job-protected **maternity leave** are available to full-time **employees**. Partial points are available and earned as outlined in Table I.

Table I. Points earned for indicator 12.1

Number of weeks of paid, job-protected maternity leave available to full-time employees	Points earned
24 or more	1
18 to 23	0.75
12 to 17	0.5
6 to 11	0.25

Measurement

Report on the current status of the institution's policies and procedures. Policies of and benefits provided by entities of which the institution is part (e.g., government or university system) qualify as long as they apply to and are followed by the institution.

Leave that is not job-protected and leave that is compensated at less than 60 percent of regular pay in total is excluded. Benefits may be provided by any combination of entities (e.g., government and/or institution), as long as the combined benefit meets the criteria. For example, a government-provided benefit that only pays 55 percent of income, but is topped up by the institution to a total of at least 60 percent of income would qualify.

Documentation

Report the following information in the online Reporting Tool.

- Number of weeks of paid maternity leave (required). Report the number of weeks a full-time (non-provisional) employee can typically expect to receive due to pregnancy and/or having given birth to a child. This may include maternity-specific leave, parental leave that is inclusive of maternity leave, and/or a combination of maternity and parental leave.
- Narrative and/or website URL providing an overview of the maternity leave options available to employees (required)

12.2 Percentage of employees eligible for paid all-gender family/medical leave

An institution earns 1 point when at least 85 percent of its employees are eligible for paid all-gender **family/medical leave**. Partial points are available and earned as outlined in Table II.

Table II. Points earned for indicator 12.2

Percentage of employees eligible for paid all-gender family/medical leave	Points earned
85 to 100 percent	1
80 to 84 percent	0.5
75 to 79 percent	0.25

Measurement

Report the most recent data available from within the previous three years. Policies of and benefits provided by entities of which the institution is part (e.g., government or university system) qualify as long as they apply to and are followed by the institution.

Provisional employees (i.e., new hires with temporarily limited access to leave), employees on short-term contracts to cover for maternity or family/medical leave, and student workers may be excluded.

Leave that is not job-protected and leave that is compensated at less than 60 percent of regular pay in total is excluded. Benefits may be provided by any combination of entities (e.g., government and/or institution), as long as the combined benefit meets the criteria.

Documentation

Report the following information in the online Reporting Tool, with the percentage figure provided within a range from 0 to 100.

- Percentage of employees eligible for paid all-gender family/medical leave (required). Include all non-provisional, regular/permanent and short-term/casual employees. Report on the headcount of employees that are eligible for paid, job-protected leave to welcome a child through birth, adoption, or foster placement; to address a serious health condition; and/or to care for a loved one with a serious health condition, irrespective of the employee's gender identity.
- Narrative and/or website URL providing an overview of the institution's eligibility criteria for paid family/medical leave

12.3 Published measures to protect employee rights

An institution earns 1 point when it publishes information on A) anti-harassment, B) grievance resolution, C) whistleblower protections, and D) **freedom of association** in a format that is accessible to all employees. Partial points are available and earned as outlined in Table III.

Table III. Points earned for indicator 12.3

Criterion	Points earned
A. Anti-harassment	0.25
B. Grievance resolution	0.25
C. Whistleblower protections	0.25
D. Freedom of association	0.25
Total points earned →	

Measurement

Report on the current status of the institution's published information. The information may be published, for example, in an employee handbook or equivalent resource.

Documentation

Report the following information in the online Reporting Tool.

- Does the institution publish information on anti-harassment in a format that is accessible to all employees? (required)
- Does the institution publish information on grievance resolution in a format that is accessible to all employees? (required)
- Does the institution publish information on whistleblower protections in a format that is accessible to all employees? (required). For example, protections against reprisals for reporting ethics violations, suspected violations of the law, and work-related hazards.
- Does the institution publish information on freedom of association in a format that is accessible to all employees? (required). This must include affirmation of the right of workers to self-organize and/or pursue unionization, e.g., for collective bargaining purposes.

If Yes to any of the preceding four questions, the following field is also required:

- Narrative and/or website URL providing an overview of the institution's published measures to protect employee rights

Glossary

Collective bargaining – Negotiations that take place between an employer, a group of employers, or one or more employers' organizations, on the one hand, and one or more workers' organizations, on the other hand, for:

- determining working conditions and terms of employment,
- regulating relations between employers and workers, and/or
- regulating relations between employers or their organizations and a workers' organization or workers' organizations.

[Adapted from the definition used by the International Labor Organization (ILO).]

Employees – Personnel compensated directly by the institution (unless otherwise specified in credit language). Also known as “staff members” or “direct employees”, employees include academic, non-academic, and executive staff and regular/permanent and short-term/casual employees.

Family/medical leave – Leave taken to welcome a child through birth, adoption, or foster placement, to address a serious health condition, and/or to care for a loved one with a serious health condition.

Freedom of association – The right of workers and employers to form and join organizations of their own choosing, for example, for purposes of collective bargaining. [Adapted from the definition used by the International Labor Organization (ILO).]

Maternity leave – Employment-protected leave provided to mothers due to pregnancy or having given birth to a child.