MEMORANDUM

FOR: **ALL CONCERNED**

SUBJECT: **QCU POLICY PROTECTING INDIVIDUALS REPORTING DISCRIMINATION**

DATE: **September 16, 2025**

Quezon City University (QCU) is committed to providing a safe and inclusive learning and working environment. In line with its Administrative Manual provisions on grievance handling, the University adopts this policy to protect students, faculty, staff, and employees who report acts of discrimination from retaliation or disadvantage.

1. **Non-Retaliation Guarantee** -No person shall suffer educational or employment disadvantage, reprisal, or adverse treatment as a result of reporting, in good faith, incidents of discrimination, harassment, or bias. e Prohibited actions include but are not limited to denial of promotions, removal from classes or positions, grading bias, unjust reassignment, or hostile treatment.

2. **Confidentiality and Due Process** -Reports shall be handled with confidentiality, ensuring the dignity and protection of both the complainant and the respondent. e Investigations shall be conducted through appropriate bodies, such as the Committee on Decorum and Investigation (CODI) or designated grievance committees, following due process.

3. **Administrative Accountability** -Retaliatory actions against individuals who report discrimination will be subject to disciplinary measures under University rules and national laws, including the Magna Carta of Women (RA 9710) and the Safe Spaces Act (RA 11313).

4. **Awareness and Support** -QCU, through the Center for Gender and Development (GAD) and the Human Resource Management Division (HRMD), shall provide orientations and accessible reporting mechanisms to ensure that all members of the community are aware of their rights and protections.

This policy affirms QCU's commitment to fairness, inclusivity, and accountability, ensuring that those who courageously report discrimination are safeguarded and supported. It directly advances SDG 5: Gender Equality and SDG 16: Peace, Justice, and Strong Institutions.
For strict compliance.

THERESITA V. ATIENZA, DEM
University President

Cc: *Office of the Vice President for Academic Affairs*
Office of the Vice President for Administration and Finance
Records Management Office