

Sustainable Development Goal 8 Decent Work and Economic Growth

Employment Practice

Employment living wage

AzTU is committed to provide the salaries concurrent with the economic development in the Republic of Azerbaijan. Both academic and administrative staff shall receive the salary amounts indicated in their employment contract, which are mutually signed by the employer and employees. The salary payment is based on monthly payment system. The table below presents the average monthly salary as per academic and admin staff categories (except top management staff). AzTU continuously undertakes the responsibility to make sure that all salaries are above the minimum monthly wage set and announced by the Government of Azerbaijan on annual basis.

Table 1. Salaries as per positions at AzTU in 2022

Title	2022 salary (AZN)
Dean of faculty	1780
Deputy dean of faculty	1100
Head of academic department (cathedra)	1600
Head of administrative department	1550
Deputy head of administrative department	1220
Chief specialist	960
Lead specialist	670
Specialist	590
Student advisor	560
Professor	1390
Associate professor	1060
Assistant professor	820
Lecturer	760
Research assistant	405
Minimum monthly salary in Azerbaijan (https://e-ganun.az/framework/53129)	345
Minimum monthly salary in the University	400

[Labor Code of the Republic of Azerbaijan](#)

Employment trade unions

Continuously preserving the rights of its employees, AzTU recognizes the labor rights of its employees, and guarantees decent work for all employees including women and international

staff. AzTU applies the recruitment, selection and contracting process for all university employees using the best national and international recruitment mechanisms.

AzTU duly respects the labor union rights of its employees. All contracted employees become the members of the Independent Trade Union of Azerbaijan Education Employees (ITUAEE) (<https://atiahi.org/en>). The University also has the Trade Union Committee, the internal advocacy organization of the University employees to represent them (https://www.aztu.edu.az/sub_site/az/hemkarlar-ittifaqi-komitesi-72). The template of the recent collective agreement signed between the Ministry of Science and Education of the Republic of Azerbaijan (MOSE) and the ITUAEE covers the period of 2021-2023 (<https://atiahi.org/pages/huquqi-baza-bas-kollektiv-sazis>). As the University subordinates to the MOSE, the University employees have the right to become the members of the ITUAEE.

Employment policy on discrimination

AzTU has the dedicated policy on Equality, Diversity, Non-Discrimination, and Inclusivity that promotes equal opportunities for AzTU staff and students regardless of gender, religion, sexual orientation and age. AzTU follows all relevant national and international regulations on non-discrimination, as well as own policy, when it comes to workplace discrimination cases.

The Policy of Azerbaijan Technical University on Equality, Diversity, Non-Discrimination and Inclusivity

Policy created: 2023

Policy reviewed: not reviewed yet

Azerbaijan Technical University permanently fosters the equality, diversity and inclusivity in all its activities, and prevents all kind of discrimination against its administrative and academic staff and students. The University is committed to maintain the environment that equally treats all. The objective of the University's activities on equality, diversity, non-discrimination, and inclusivity is to form a system that continuously applies the "Equality for All" principle.

Being an engineer university, AzTU aims at providing the convenient academic, administrative, research and education environments and opportunities for those working and studying, or wishing to work or study, in today's technology era in the period of up to 2030, based on the following criteria/categories without any discrimination:

- *Age*
- *Physical disability*
- *Refugees and internally displaced persons*
- *Gender*
- *Social background*
- *Race (including skin color)*
- *Religion, philosophical thoughts, or lack of any religious faith*

- *Ethnicity (including citizenship)*
- *Pregnancy and maternity*
- *Official marriage and civil marriage*
- *Sexual orientation*
- *Sex change*

Policy on forced labor, modern slavery, human trafficking and child labor

AzTU condemns all forms of forced labor, modern slavery, human trafficking and child labor. The University supports relevant national regulations and international policies and conventions that prohibit forced labor, modern slavery, human trafficking, and child labor, and raise awareness on these issues.

[The Presidential Decree on Accession of Azerbaijan to the Convention on Prohibition of Child Labor Forms and Their Elimination](#)

[The Law of the Republic of Azerbaijan on Fight Against Human Trafficking](#)

The Policy of Azerbaijan Technical University on Labor Rights and Modern Slavery

Policy created: 2023

Policy reviewed: not reviewed yet

As a responsible higher education institution, AzTU is committed to respecting workers' rights in due accordance with International Labor Organization's Main Conventions on Rights at Work (<https://www.ilo.org/global/standards/introduction-to-international-labour-standards/conventions-and-recommendations/lang-en/index.htm#:~:text=The%20ILO%20Governing%20Body%20had,of%20forced%20or%20compulsory%20labour>), particularly ILO Declaration on Fundamental Principles and Rights at Work (https://www.ilo.org/wcmsp5/groups/public/---ed_norm/---declaration/documents/normativeinstrument/wcms_716594.pdf). AzTU urges that its contractors and suppliers to follow them, too. AzTU expects that its employees and the employees of its partners, contractors and suppliers are not subject to abusive and/or inhuman practices, including forced labor, trafficking, slavery, discrimination, and harassment. AzTU follows the below principles in its administrative, academic and research activities, and requires its partners, contractors and suppliers adhere to them:

1. *Employment terms: Employees shall have clear, well-written employment terms prior to the commencement of their employment in the official language of the Republic of Azerbaijan (or in English in the case of foreign nationals) that shall concur with the terms announced at the period of recruitment. Employees shall be granted with the right to terminate employment upon reasonable notice without penalty*

2. *Legal status of employment: Employees shall be legally authorized to work at AzTU and obtain visas, work permits and other relevant legal documents.*
3. *Legal age of employment: Persons below 18 shall not be hired, either directly or indirectly.*
4. *Salaries and other legal compensations: AzTU shall pay the exact amount of the employees' salaries on timely basis, which is bilaterally agreed upon prior to employment and indicated in the employment contract. No unlawful deductions can be made from the salaries, unless otherwise agreed.*
5. *Working time and rest for employees: Employees shall be not required to work times beyond their legal time limits and shall be granted with legally defined break times and vacation periods.*
6. *Grievance mechanism: Employees shall be granted with the right of complain. They can make necessary complaints, including anonymously, and receive timely responses for their complaints, without any hinderance.*
7. *Discrimination and harassment: Employment shall not face any discrimination in employment based on gender, marital status, sexual orientation, union membership or political affiliation. Any form of physical abuse, sexual or other harassment and verbal abuse or other forms of intimidation are prohibited.*
8. *Freedom of Association: In due accordance with the national legislation and international regulations, AzTU shall collaborate with trade unions and other collective legal associations of employees that they choose to represent them.*

Employment practice equivalent rights outsourcing

Being a state university, AzTU guarantees the equal rights for all its employees working at its premises. The University requires that all current and future contractors create convenient and safe work conditions for their employees working at the University's campus and ensure all relevant labor rights defined in the AzTU's Policy on Labor Rights and Modern Slavery. AzTU adheres to its Policy on Labor Rights and Modern Slavery when treating all its contractors' employees and the employees with temporarily contracts. The contractors' employees and the employees with temporarily contracts can use relevant amenities of the University including cafeterias and restrooms.

Pay scale gender equity

AzTU is committed to ensure equal rights, terms and pay scales for all its female and male employees in accordance with the Articles 52, 66, 67, 79, 91, 94, 98, 125, 131, 240, 241, 242, 243 and 245 of the [Labor Code of the Republic of Azerbaijan](#) and in accordance with its Policy on Labor Rights and Modern Slavery.

Tracking pay scale gender equity

Female employees of AzTU are paid with the equal amounts of salaries as male employees, concurrent with the national Labor Code and its Labor Rights and Modern Slavery Policy. The pay scales of female and male employees as the year 2022 is presented in below table. AzTU Rector, the [Scientific Council](#) (Higher Council of the University adopting strategic decisions), and the University’s Trade Union Committee (https://www.aztu.edu.az/sub_site/az/hemkarlar-ittifaqi-komitesi-72) continuously track the employee salaries to maintain gender pay scale equality.

Table 2. Gender-specific salaries at AzTU

Title	Women (2022, AZN)	Men (2022, AZN)
Dean of faculty	1780	1780
Deputy dean of faculty	1100	1100
Head of academic department (cathedra)	1600	1600
Head of administrative department	1550	1550
Deputy head of administrative department	1220	1220
Chief specialist	960	960
Lead specialist	670	670
Specialist	590	590
Student advisor	560	560
Professor	1390	1390
Associate professor	1060	1060
Assistant professor	820	820
Lecturer	760	760
Research assistant	405	405
Minimum monthly salary in Azerbaijan (https://e-ganun.az/framework/53129)	345	
Minimum monthly salary in the University	400	

Figure 1. Number of female employees in 2020-2022

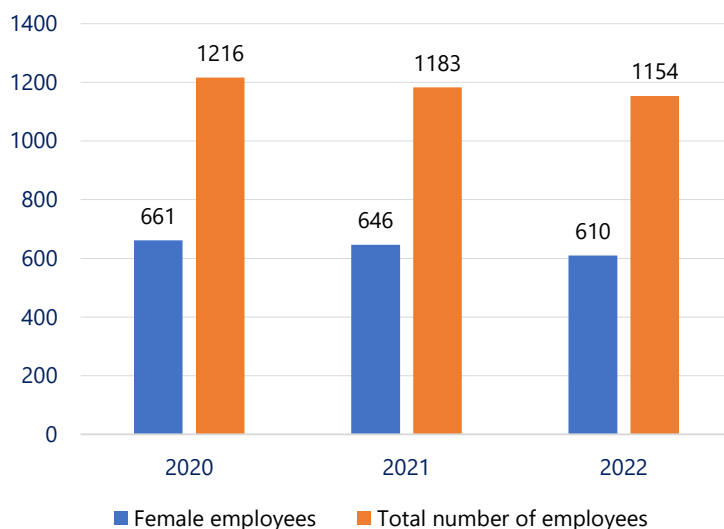
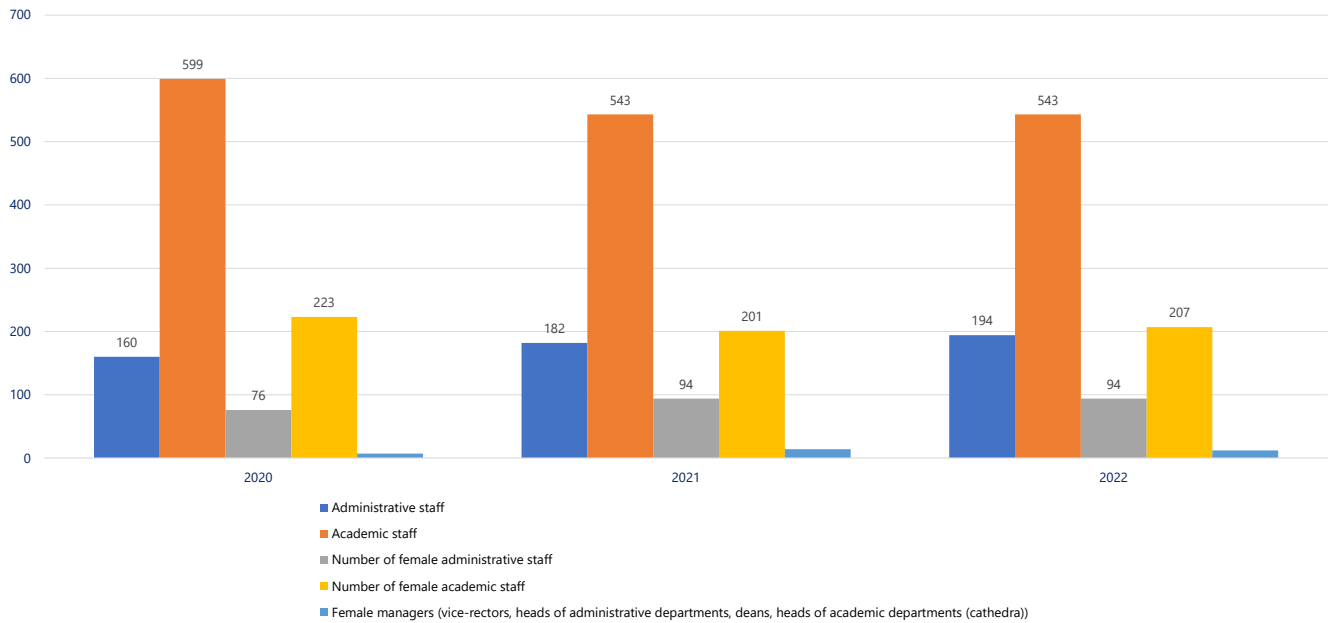


Figure 2. Female employees as per positions in 2020-2022



Employment practice appeal process

AzTU employees can use electronic and paper-based appeal option to appeal to the University management and the Head of the AzTU’s Trade Union Committee, namely: aztu@aztu.edu.az; elvin.bextiyarli@aztu.edu.az. They can raise the concerns on work conditions, wages, or any other employment-related inconveniences. All appeals are registered by the Document Control Office, and the employees can track the documents.