



Diversity, Equity, and Inclusion (DEI) Policy

1. Purpose

The purpose of this policy is to promote and uphold the principles of diversity, equity, and inclusion at the Institute of Corporate & Taxation (ICT). This policy aims to create a respectful, fair, and inclusive environment where all individuals are valued, feel safe, and have the opportunity to thrive, regardless of their background or identity. It also supports the institute's commitment to equality and non-discrimination in education, employment, and community interactions.

2. Scope

This policy applies to all students, faculty, staff, contractors, partners, and visitors associated with ICT. It covers all aspects of institutional operations, including admissions, recruitment, teaching, learning, research, administration, student services, extracurricular activities, and engagement with external stakeholders.

3. Definitions

For the purpose of this policy:

- **Diversity** refers to the presence of differences among individuals and groups, including but not limited to race, ethnicity, gender, age, religion, nationality, disability, sexual orientation, socioeconomic status, and cultural background.
- **Equity** means fair treatment, access, and opportunities for all, with the removal of barriers that disadvantage some individuals or groups.
- **Inclusion** refers to the active and intentional practice of creating environments where everyone feels respected and able to participate fully.

4. General Policy

ICT is committed to fostering a culture that:

- Recognises and values the unique contributions of all members of its community.
- Ensures equitable access to educational and professional opportunities.
- Promotes respectful behaviour and dialogue across differences.
- Prohibits discrimination, harassment, or victimisation on any unlawful or irrelevant basis. All members of the community are expected to uphold these values and to contribute to an inclusive culture in their conduct, language, and decision-making.





5. Implementation and Responsibilities

ICT will implement this policy through:

- Awareness and training initiatives for students, staff, and faculty to build understanding of DEI principles.
- Inclusive practices in admissions, recruitment, and progression that support equal opportunities.
- Accessibility accommodations and support services for individuals with additional needs.
- An appointed DEI Committee or Officer responsible for advice, monitoring, and continuous improvement of DEI practices.

6. Reporting and Grievance Procedure

Concerns or complaints related to DEI matters can be reported in writing to the DEI Officer or through the institute's designated reporting channels. Reports should include:

- Name and role of the person raising the concern (optional if anonymous reporting is available)
- Description of the incident or issue
- Relevant dates, times, and locations
- Any evidence or witnesses if applicable

All reports will be handled with confidentiality, fairness, and in accordance with institute procedures. Corrective action will be taken where appropriate.

7. Review and Continuous Improvement

ICT will regularly review this policy to ensure its ongoing relevance and effectiveness. Feedback from students, staff, and other stakeholders will be considered in policy updates and the development of new DEI initiatives. Progress on DEI efforts may be monitored and reported annually.

8. Final Authority

All decisions and interpretations of this policy rest with the management of the Institute of Corporate & Taxation (ICT). The management reserves the right to make amendments to this policy as required to maintain compliance with legal standards, best practices, and institutional values.



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