



Exemplary course of an AGG complaints procedure

The complaints procedure under the General Equal Treatment Act is regulated at the University in Section 11 of the Directive on Protection against Harassment, Discrimination and Violence. Affected persons have the right to lodge an official complaint with the university's AGG complaints office and to initiate a formal complaints procedure. Note: The Schleswig-Holstein Higher Education Act stipulates that students can also submit official complaints to the AGG complaints office. However, formal proceedings do not necessarily have to be initiated in order to sanction the perpetrators. Counselling at the anti-discrimination office is recommended in any case.

Here is an example of how a complaint might go:

Luise is a doctoral student. Luise has been harassed by a colleague - who is already a postdoc - for a few weeks. As she was new to the institute, she initially found it nice that the colleague asked what topic she was researching, whether she had settled in well in Lübeck and whether they wanted to have lunch together. As time went on, he kept crossing boundaries, asking if she had a boyfriend, when she regularly got off work, he waited for her more and more often, came into her office without being asked, sat next to her and put his arm on her chair and wanted to hug her in greeting. Luise is irritated and overwhelmed by the situation.

She tells him several times that she doesn't want him to wait for her or hug her. He ignores her boundaries. When he tries to kiss her, she turns to her doctoral supervisor. Together they seek advice from the anti-discrimination centre on what options they have. Regardless of the official procedure, the doctoral supervisor initially decides to transfer the postdoc to another office on a different floor. During the counselling session, Luise decides in favour of a formal complaint procedure.

1. Luise formulates the complaint in writing and submits it to the AGG Complaints Office (she also has the option of doing this verbally at the AGG Complaints Office and having a transcript made there)

- her complaint describes the events she perceives as discriminatory
- she describes that there are no witnesses or evidence
- she states that her doctoral supervisor has been informed and has ordered a temporary transfer of the accused person and that she has sought advice from the anti-discrimination office

2. After receiving the complaint, the AGG complaints office informs Luise about her rights, obligations and the further procedure. She is also informed of the deadline of three months after the specific incident.

3. The AGG Complaints Office will also inform Luise that the procedure is strictly confidential and that it will only deviate from this if confidentiality cannot be maintained due to legal obligations. In this case, Luise will be informed immediately. Furthermore, the presumption of innocence in favour of the accused postdoc must be observed.



4. The AGG Complaints Office investigates the facts of the case. The facts of the case prove to be well-founded. The AGG Complaints Office then informs the President, via the Registrar, of the outcome of the investigation and proposes the next steps. In this case, the AGG Complaints Office recommends a warning to the postdoc. Furthermore, the transfer to a different office on a different floor should be maintained. Furthermore, participation in a seminar on the topic of "Closeness and distance" is recommended as a condition.
5. The Executive Committee decides on the recommended measures and informs the AGG Complaints Office of the outcome. All recommended measures are adopted. Please note: If there are indications of criminal offences, the President of the University will file criminal charges or a criminal complaint.
6. The AGG Complaints Office documents all hearings and established facts and informs both Luise and the postdoc of the outcome of the discussions and examinations.
7. This complaints procedure is concluded.