



Greenwich University

Policy Title:	Pay Scale Equity Policy
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Revision History: This policy may be revised at any time without notice. All revisions supersede prior policy and are effective immediately upon approval.

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QUALITY ENHANCEMENT CELL

GREENWICH UNIVERSITY

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1. Purpose

This policy has been designed to provide the directions for Greenwich University to exercise fair and just remuneration practices with all employees of the University.

2. Scope

The purpose of this policy is to provide a fair mechanism of remunerating the University's full-time, part-time, on contract, and adhoc appointments.

3. Policy statement

(This policy may be revised at any time without notice. All revisions supersede prior policy and are effective immediately upon approval.)

Greenwich University endorses and encourages equality at the workplace in terms of education, employment, advancement, benefits and resource distribution, and other areas should be freely available to all citizens irrespective of their age, race, sex, religion, political association, ethnic origin, or any other individual or group characteristic unrelated to ability, performance, and qualification.

The University firmly believes that all employees should be paid according to their qualifications, expertise and experience.

The University firmly believes that there should be no discrimination in the pay scale, as per our non-discrimination policy, for two persons having similar qualifications and experience.

Greenwich University also believes that people serving the University for a longer period of time should get higher remuneration than those having similar qualifications and experience, who have joined the University more recently, giving the benefit to persons who have served the University for a longer period of time.

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In line with Greenwich University's Non-Discrimination Policy, there is no discrimination in wages on the basis of gender.

4. Definitions

- **Pay Scale:** a graded scale of wages or salaries paid within a particular organization or profession.
- **Equity:** The quality of being fair and impartial.
- **Gender Pay Gap:** The gender pay gap or gender wage gap is the average difference between the remuneration for men and women who are working.

5. Responsibilities

The Office of the Registrar, through the HR Department is responsible for implementing this policy.

6. Policy Implementation Procedure

The Office of the Registrar, in consultation with the HR Department, will do the following:

- At the time of the interview, a range of pay will be developed according to the job vacancy post advertised.
- This range of pay will be offered to the candidates applying for a specific post.
- HR will ensure that Greenwich University does not accept and appoint any candidate who is asking beyond the pay range established for his/her role. This will ensure that the existing faculty/staff having a similar role is not dissatisfied.
- The University will also ensure that no discrimination takes place in setting the pay scale in terms of the gender of the employee. This means that all

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employees will be paid equally, based on their role, qualification and expertise, regardless of their gender.

- The outcome of this exercise will be communicated to QEC to ensure the compliance of this policy is assured.