

KARADENİZ TECHNICAL UNIVERSITY - PATERNITY POLICY -

PURPOSE OF THE POLICY

This policy has been prepared to strengthen the work-life balance of men working or studying at Karadeniz Technical University (KTU) during the fatherhood process, to support new fathers to participate effectively in the care of their children, and to promote gender equality at the institutional level. Policy contributes to the effective use of legal rights such as paternity leave and flexible working, increasing fathers' access to health and psychological support services, and establishing equal parenting awareness in the university culture.

RELEVANCE OF THE POLICY

Relevant Sustainable Development Goals (SDG) Criteria: This policy is primarily related to the following goals from the United Nations Sustainable Development Goals:

- SDG 3: Healthy Individuals
- SDG 5: Gender Equality
- SDG 10: Reducing Inequalities

Relevant Metrics:

- THE Impact Rankings
- UI GreenMetric

SCOPE OF POLICY

This policy covers all academic and administrative staff, contracted staff and student employees of KTU. It also includes male students and research assistants who will request paternity leave if their spouse gives birth. All campuses, laboratories, offices and affiliated units within the university are covered by the policy.

BASIC PRINCIPLES AND LEGAL BASES

- **Equality and Non-Discrimination:** Paternity leave and support practices are provided to all male personnel regardless of gender, marital status, socioeconomic status or academic title.
- **Family and Community Welfare:** As stated in the mission of the university, fathers are encouraged to take on their family responsibilities in line with the goal of raising individuals who are open to development through education and social services.
- **Securing Legal Rights:** In accordance with the Civil Servants Law No. 657 and the relevant labor legislation, the rights to annual leave, compassionate leave (maternity leave, paternity leave, maternity leave, maternity leave, etc.) are protected; the implementation of these rights is supervised by the Personnel Department.
- **Flexible Working and Support:** Flexible working models (part-time work, remote working) are applied in appropriate units so that fathers can establish a work-life balance after paternity leave, and psychological counseling and guidance support is provided if needed.
- **Confidentiality and Transparency:** Permit applications are processed on the basis of confidentiality; all application and evaluation processes are carried out transparently.

RESPONSIBILITIES AND ROLES

- **Rectorate and Senate:** Responsible for policy approval, resource allocation, and supervision.
- **Personnel Department (PDB):** Accepts paternity leave applications, plans and records the use of leave in accordance with the relevant legislation. It evaluates flexible working requests and coordinates with relevant units.

- **Women and Family Studies Application and Research Center (KAÇAUM):** Organizes training, seminars and counseling programs to support fathers' parenting roles; carries out activities to raise awareness of gender equality.
- **Department of Health, Culture and Sports (SKS):** Provides psychological counseling, health services and information services on childcare to staff and students who are in the process of fatherhood.
- **Relevant Academic and Administrative Unit:** Design arrangements to support the leave and flexible working requests of its staff; plans their work programs accordingly.
- **Research Coordination Office and Sustainability Unit:** Collects data on the progress of policy implementation and organizes it in accordance with THE Impact Rankings and UI GreenMetric reporting requirements.

APPLICATION STEPS

1. **Initial Inventory and Goal Setting:** Current paternity leave utilization rates and participation in paternity support programs are collected. It is aimed to increase the paternity leave utilization rate by 50% by 2030 and to organize a paternity support program at least once a year.
2. **Planning and Design:** Standardized procedures are developed for the paternity leave application process, flexible working arrangements, and support programs; coordination is ensured between relevant units.
3. **Implementation:** Requests for paternity leave and flexible working are received and approved through the Personnel Department. In cooperation with SKS and KAÇAUM, training and counseling sessions for fathers are initiated.
4. **Education and Awareness:** Seminars and workshops on gender equality and father-child relationships are organized throughout the university. The policy is announced through intranet and information boards.
5. **Monitoring, Reporting, and Improvement:** At the end of each year, paternity leave utilization rates, flexible working practices, and training program participation are monitored. The results are included in the Sustainability Report; Policy updates are made in areas where the targets cannot be achieved.

PERFORMANCE INDICATORS

Indicator	Goal	Source of Verification
Proportion of personnel using paternity leave	Increase by 50% by 2023	PDB annual leave records
Number of fathers benefiting from flexible working arrangement	At least 10 employees per year	PCU and related unit records
Paternity support program participation	At least 1 event per year	SKS and KAÇAUM reports
Number of gender equality and parenting awareness events	At least 2 events per year	KAÇAUM and SKS reports

AUDIT AND REPORTING

- **Monitoring Frequency:** Performance indicators are evaluated annually; indicators related to paternity policy are regularly monitored by the relevant responsible units every year. The changes in the values in the indicators during the year are determined and necessary measures are taken in a timely manner.
- **Reporting Frequency:** Annual data are recorded in KTU Sustainability Reports within six months following the end of the relevant year and shared with the public on the university's website. Four-

year data is compiled to form an input for the next strategic planning period. In addition, the relevant data obtained each year is reported to UI GreenMetric and other international sustainability indices.

- **External Verification:** Participation in national and international certification programs is provided to certify the performance of the university within the framework of the relevant indicators. The participation program and decision are taken by the senate. The implementation and effects of the policy are verified through audits carried out by independent organizations.
- **Revision Conditions:** In case 60% of the targeted values of the determined performance indicators cannot be reached for two consecutive years or in case of changes in national/international legislation; the policy is reviewed by the implementing units, revision proposals are prepared, and the policy is submitted to the senate for approval again.

VALIDITY DATE

This policy comes into effect from the date it is approved by the KTU Senate. University units are obliged to comply with and implement the provisions of the policy.