

Directive on the Protection of Personal Rights and Conflict Management at EPFL LEX 1.8.3

of 1st June 2023, status as at 1st January 2027

The Direction of the École Polytechnique Fédérale de Lausanne, based on Article 4(2)(g) of the [Loi fédérale sur le personnel de la Confédération \(LPers – RS 172.220.1\)](#), based on Article 6 of the [Loi sur le travail \(LTr – RS 822.11\)](#) and Article 328 of the [Code of Obligations \(CO – RS 220\)](#), based on Article 9 of the [Ordonnance sur le personnel du domaine des EPF \(OPers-EPF – RS 172.220.113\)](#) hereby decrees:

Preamble

EPFL promotes respect, diversity, equity and inclusion as core values in its community. Within this framework, the Vice Presidency for Human Development (VPH) is responsible for defining and implementing the policy on the protection of personal rights and conflict management. It defines preventive, supportive and managerial measures and clarifies the complaint handling process with the aim of promoting a healthy, stimulating and inclusive work and study environment.

Section 1 General provisions

Article 1 Purpose of this Directive

¹This Directive sets out EPFL's policy on the protection of personal rights and conflict management.

²It defines the expected behaviours and the prohibited forms of conduct that constitute violations of personal rights as well as the system in place for preventing, supporting and managing conflicts and for dealing with alleged breaches of personal rights. It also defines the roles and responsibilities for implementing the system, as well as the accompanying and remedial measures to be taken against those found to be responsible for offences against personal rights.

Article 2 Scope

¹ This directive applies to any person holding a fixed-term or open-ended employment contract (i.e. professors, doctoral candidates, and staff members or enrolled in a course of study at EPFL (i.e. students), as well as to any person holding guest status within the EPFL accreditation system who is involved in a situation covered by this directive.

² Scientific misconduct at EPFL falls outside the scope of application of this Directive and is covered in LEX 3.3.3.

³ LEX 1.8.1 governs the reporting and handling of legally or ethically incorrect conduct other than breaches of personal rights.

Article 3 Objectives and rules for behaviour

¹ EPFL shall make every effort to ensure that employment relationships and study programmes are marked out by mutual respect and consideration. It will not tolerate any form of psychological harassment (bullying), sexual harassment or any other form of violence or discrimination and actively strives to prevent infringements of personal rights.

² Members of the EPFL community are required to maintain a dignified attitude at all times and to respect the identity of each individual in their dealings with all persons with whom they interact in a professional or academic context. They must refrain from any form of breach of personal rights, such as psychological or sexual harassment, physical or verbal violence, or disrespectful or discriminatory behaviour, as defined in Section 2.

³ Line and academic managers are under a duty to set the example and are responsible for maintaining a work and study climate marked by respect and free from any breach of personal rights. They are under a duty to support and intervene if they suspect, witness or discover that any person under their authority is or may be the victim of a breach of their personal rights or is in a situation of conflict in their work or study relations. This duty to support and intervene is defined in Article 13 below.

Article 4 Channels available for reporting breaches of personal rights or conflictual situations

¹ Any person who considers themselves a victim of a breach of personal rights or who is experiencing a situation of conflict at work or in the context of their studies can contact the following persons and services:

- Management bodies, i.e. Line and Academic Managers and People Experience (PEXP), Section Directors, Doctoral Programme Directors and the Representative of the Provost for Student Relations to obtain support or advice or to ensure measures aimed at resolving the situation are taken (Section 3);
- The Trust and Support Office (TSO) for confidential advice or to be referred for specialised assistance (Section 4);
- The External Reporting Office (ERO) to file a complaint to initiate a preliminary investigation that may lead to accompanying or corrective measures (Section 5), or even a formal investigation (Section 6).

² Persons who witness a breach of someone's personal rights may report the situation to their competent hierarchical or academic supervisors, as well as to the Trust and Support Office, who will act in accordance with their powers and prerogatives as defined in this Directive.

³ Persons implicated may turn to the TSO for advice or support related to their situation.

Article 5 Consequences of breaching personal rights

¹ For staff members (professors, PhD students or employees), corrective measures may include a reminder of the rules, a warning and measures up to and including dismissal for just cause, depending on the seriousness of the facts.

² For students, corrective measures may include a reminder of the rules or a call to order. Disciplinary measures may include reprimands and can go as far as expulsion for students, pursuant to the EPFL's [Ordonnance sur les mesures disciplinaires](#).

Section 2 Definitions

Article 6 Terms used in this Directive

Breach of personal rights: any behaviour that harms the physical or psychological integrity of a person. The main breaches of personal rights covered by this Directive are psychological harassment (Art. 7), sexual harassment (Art. 8), violence (Art. 9) and discrimination (Art. 10).

Conflict: any disagreement between individuals that prevents everyday life at work or at school running smoothly (Art. 11).

Preliminary investigation: the fact-finding process carried out by the External Reporting Office or the line manager or academic official whom the alleged victim has contacted, in accordance with the rules set out in this Directive.

Administrative investigation: a formal, in-depth investigation process, provided for in Art. 58 OPers-EPF, that is not directed against a specific person but rather aims to clarify specific circumstances that require action to be taken ex officio in the public interest.

Disciplinary investigation: a formal and in-depth investigation process, provided for in Art. 58a OPers-EPF, aimed at establishing whether an employee has breached their professional obligations and whether disciplinary measures must be taken against them.

Corrective action: any action that EPFL may take

- in respect of an employee, in its capacity and within the scope of its prerogatives as an employer, to remedy an identified problematic situation. The main corrective measures are a reminder of the rules, a warning and termination of employment.
- in respect of a student, to remedy a problematic situation, without the need for disciplinary proceedings.

Disciplinary measure: any action that EPFL may take

- in respect of an employee (including within the Faculty) following a disciplinary investigation pursuant to Art. 58a of the [Ordonnance sur le personnel du domaine des EPF](#) (OPers-EPF).
- in respect of a student pursuant to the [Ordonnance sur les mesures disciplinaires](#).

Person implicated: the person who is the subject of a complaint.

Complaint: when a person who believes that they have been the victim of a breach of personal rights informs the External Reporting Office of the situation in order to initiate a preliminary investigation.

Direct and academic supervisors: the persons to whom anyone can turn if they are

experiencing a situation covered by this Directive and who are listed in Art. 13(1) of this Directive.

Reporting: when a person who is aware of (i) facts likely to constitute a breach of personal rights (covered by this Directive), without being the victim of that breach, or (ii) any other legally or ethically improper conduct (covered by LEX 1.8.1) brings these facts to the attention of EPFL to enable EPFL to clarify these facts and, if necessary, take steps to remedy them.

Article 7 Psychological harassment (mobbing)

¹ Psychological harassment or mobbing is defined as any sequence of hostile statements or actions, repeated frequently over a relatively long period of time (several months), in which one or more persons seek to isolate, marginalise or even exclude one or more persons from their place of work or study.

² Hostile acts are defined as: exerting pressure, humiliating, spreading rumours, mocking, ignoring or isolating, assigning tasks that fall below or exceed the competence of the person concerned, etc.

³ Conversely, isolated incidents, differences of opinion, tensions or a direct management style do not constitute mobbing. Performance evaluations, setting objectives, organising the unit/laboratory and justified criticism are an integral part of the role of the line/academic manager.

Article 8 Sexual harassment

¹ Sexual harassment is defined as any words or acts with a sexual connotation or any other behaviour based on gender that is unwanted and that violates the dignity of a person in their place of work or study, in particular the use of threats, promises of benefits, coercion or pressure of any kind with a view to obtaining favours of a sexual nature from that person.

² Sexual harassment does not have to be repeated for the offence to be made out. A single act is sufficient. In these situations, the victim's feelings are paramount.

³ Sexist remarks, vulgar or embarrassing comments and displaying indecent images also fall within the definition of sexual harassment.

Article 9 Violence

¹ Verbal abuse is used to intimidate, humiliate or control a person or group. Verbal abuse may include insults, sarcasm, or degrading or humiliating language, and may be expressed in private, in public or online.

² Physical violence is defined as the use of force or coercion against another person, with the intention or consequence of pain and/or physical injury that constitutes an assault on the person's bodily integrity.

Article 10 Discrimination

¹ Discrimination means any situation in which a person is placed at a disadvantage, without any objective justification, compared with others in a similar situation, on the basis of certain criteria closely linked to their personal identity, such as gender, age, sexual orientation, origin, language, social status, religion, philosophical or political opinions, physical or mental characteristics or

pregnancy. Specific and proportionate measures to promote equal opportunities are not considered discriminatory.

² The following are regarded as discriminatory: racist/misogynistic/homophobic remarks, remarks on a person's physical appearance or disability, verbal or written statements or actions of a degrading, humiliating nature, etc.

Article 11 Conflicts

¹ Conflict is any disagreement between individuals that prevents everyday life at work or at school running smoothly. Conflict is an integral part of professional or academic life and does not per se constitute an infringement of personal rights. However, it must be addressed as early as possible, otherwise it might continue or worsen and thus have a negative impact on the health of the persons concerned and the functioning of the team, the unit or the institution.

² Conflicts include conflicts between persons and conflicts of position or values. The consequences of a conflict may be lack of motivation at work or at school, the creation of cliques, absenteeism or presenteeism, and violence.

Article 12 Compliance Guide

EPFL has published a "[Compliance Guide](#)" describing the rules, customs and best practices in force within the institution. This Guide must be respected in order to preserve the values of EPFL and ensure its missions are fulfilled.

Section 3 Management bodies

Article 13 Contacting the management bodies and their methods of intervention

¹ The management bodies for the application of this Directive are the line and academic managers, with the support of the PEXP Partners, as well as the Section Directors, the PhD programs Directors and the Representative of the Provost for Student Relations (DP-RE).

² Any person who feels that their personal rights have been infringed or who is a witness to such an infringement, or who is experiencing a situation of conflict or relationship problems at work or in their studies, can contact their line or academic manager for support and assistance with resolving the situation, and/or, if he or she is a staff member, can contact his or her PEXP Partner for support and conflict resolution.

³ The person contacted in this regard shall take the measures they deem appropriate, in light of the circumstances and their competencies and prerogatives, to rectify the situation. This duty to intervene includes accompanying measures such as dialogue, feedback, coaching and mediation, as well as the corrective measures defined in Art. 6. Paragraphs 4 and 5 below shall apply.

⁴ Art. 24 and 25 of this Directive shall apply mutatis mutandis to the handling by management bodies of any situations reported to them, if the body concerned intends to take corrective action.

However, recourse may not be had to a professionally qualified representative pursuant to Art. 24, para. 3 and Art. 25, para. 3 in this case.

⁵ The duties to intervene for the different categories of staff, with the support of PEXP Partners, if required, and for students are defined below, with the potential to escalate the situation. Escalation to levels 2 and 3 occurs if the assistance provided at level 1 does not resolve the situation:

<i>A</i>	<i>B</i>	<i>C</i>	<i>D</i>
<i>For the Faculty</i>	<i>For PhD students (in the event of a conflict with the thesis supervisor/director)</i>	<i>For staff (academic and non-academic, including PhD students for situations falling outside those described in column B)</i>	<i>For students (including PhD students not employed by EPFL)</i>
1. Deans + HRD	1. Directors of doctoral programmes + PEXP	1. Direct line managers + PEXP	1. Adjuncts + Section Directors (for studies) or DP-RE*** (outside of studies)
2. Provost + VPH	2. Adjunct + AVP DLE** + Deans + PEXP	2. Higher-level managers (N+2) + PEXP	
3. President	3. Provost + VPH	3. VP*** + VPH	2. Provost + VPH*

* Vice President for Human Development

** Deputy Vice President for Doctoral Education and Continuing Education

*** Representative of the Provost for Student Relations

**** Vice President responsible for the employee concerned

⁶ The VPH Employee Experience department, which includes PEXP Partners, supports line managers and academic managers in their duty to act, as well as the persons concerned, in order to find solutions or to implement accompanying or corrective measures.

⁷ The management bodies defined in paragraph 1 may seek advice from The Person of Trust or mediator to find an amicable solution or restore a situation of mutual respect and consideration.

Section 4 Prevention and support

Article 14 Confidential and personal process

¹ The Trust and Support Office (TSO) can provide counselling, advice and support to any person who considers that they have been the victim of a suspected perpetrator of or a witness to any violation of personal rights or conflict, with a view to resolving the situation and helping the person in that regard.

² The TSO brings together the necessary bodies to enable the person to be referred immediately for specialised support and/or care:

These bodies are:

- [the Person of trust and Mediator, who is external and independent of EPFL](#)
- [the Student Affairs Department](#)
- [the Equal Opportunity Office \(EOO\)](#)
- [the Health Point](#)
- [the Chaplaincy](#)
- [psychological support](#)

³ Confidentiality is guaranteed at the TSO and its various bodies, except where disclosure of the information is mandatory under legal or judicial provisions (see Art. 23 of this Directive).

⁴ The TSO may, with the consent of the person, refer the latter to the competent management bodies as defined in Article 13, para. 1 in order to intervene or may advise them to file a complaint (Section 5). In any case, the TSO may not initiate any such procedures without the express consent of the person, subject to paragraph 4 below and to Article 16, para. 2.

Section 5 Complaints and preliminary investigations

Article 15 External Reporting Office

The External Reporting Office (ERO) is responsible for receiving complaints of infringement of personal rights and for conducting preliminary investigations in accordance with sections 16 and 17. It is external to EPFL and acts independently in the performance of its duties.

Article 16 Complaints

¹ Any person who believes that their personal rights have been infringed may file a complaint with the ERO. They may do so on the advice of the TSO if the situation cannot be resolved amicably.

² Management bodies as defined in Art. 13, para. 1 that suspect that someone's personal rights may have been infringed may not file a complaint with the ERO without the express consent of the alleged victim, except in cases of serious concern where there is an imminent danger to the victim's physical or mental integrity.

³ Complaints must be made in writing, giving reasons, and signed, and must contain the relevant facts, the identity of the person implicated and any persons who witnessed the events, as well as any documents relating to the situation reported. A reporting form is attached as Appendix 1.

⁴ In order to enable the preliminary investigation to be conducted and the complaint to be dealt with in accordance with the rights and obligations of the persons concerned in accordance with Articles 25 and 26 of this Directive, the ERO shall inform the persons who are required to be informed of the existence and content of the complaint, as well as the identity of the complainant, to the extent necessary. These persons include, in particular, the person implicated and the persons called upon to provide information. Confidentiality is maintained outside EPFL, subject

to the exceptions mentioned in Art. 23.

⁵ The Office will not consider complaints made one year after (i) the end of the employment relationship of the complainant, (ii) the date on which a doctoral student was awarded their doctoral degree (public defence), if the latter date is later than the end of the employment relationship, or (iii) the date on which the student was awarded their most recent degree (bachelor's or master's). It will not under any circumstances consider any complaints that refer to events dating back more than five years from the date of the complaint.

Article 17 Preliminary investigations

¹ The ERO will conduct a preliminary investigation based on each complaint submitted in writing and giving reasons.

² If the complaint is filed after the deadlines set out in Article 16, para. 5, or if it is not filed in good faith or if the information provided by the reporting party does not make it possible to establish the facts, the ERO may dismiss the complaint. Where the complaint does not fall within the material scope of this Directive, the ERO shall inform the complainant in writing.

³ The task of the ERO is to establish the relevant facts and to qualify them, i.e. to determine whether they constitute an infringement of personal rights and, if so, of what nature. To do so, it will hear the complainant, the person implicated and other persons concerned (witnesses), if applicable. It analyses the documents provided and may request any additional information it deems relevant.

⁴ The ERO shall provide the person concerned with all the information necessary for the exercise of their rights under Article 25, including the content of the complaint, without being required to provide a copy thereof.

⁵ It shall propose to the Executive Committee any precautionary measures it may deem necessary to protect the person filing the complaint, the person implicated and/or any other persons concerned.

⁶ The preliminary investigation will normally take place within a maximum period of three months.

⁷ At the end of the preliminary investigation, the ERO will submit a report, which will set out the following:

- A detailed description of the situation based on the facts ascertained, as well as any action already taken;
- Its opinion on the characterisation of the facts (whether or not there was an infringement of personal rights);
- Its recommendations on how the case should be followed up, based on the findings of the report:
- If an infringement of personal rights is sufficiently established by the facts gathered: corrective measures will be recommended for the management bodies concerned as defined in Article 13, para. 1.
- If the Reporting Office considers that there is a probable violation of personal rights: further investigations will be recommended, by opening an administrative or disciplinary investigation (Section 6);

- If the Reporting Office considers that there is no likely infringement of personal rights but that there are other issues (managerial problems, conflict, etc.), it may recommend (i) that the file be referred to the management bodies as defined in Article 13, para. 1, for support measures, or (ii) that the file be referred to the TSO for support measures (mediation, coaching, etc.), or (iii) it may close the case.

Article 18 Executive Committee

¹ The report of the ERO shall be submitted to an Executive Committee consisting of:

- The Director of the VPH Office,
- The Director of Safety and Operations,
- The Director of Legal Affairs,
- A professor appointed *ad personam* by the Direction,
- A student appointed *ad personam* by the Direction,
- A member of the scientific staff appointed *ad personam* by the Direction.

² Members appointed *ad personam* by the Direction will sit on the Committee if the complainant or the person implicated in the case to be decided by the Committee belongs to the body to which the member belongs. The Executive Committee may furthermore call upon any person whose role is relevant to the review of the report and the decisions to be taken regarding the complaint (e.g. the AVP DLE or the DP-RE).

³ The members of the Executive Committee act in the exclusive interest of EPFL, not in the interests of any of the persons involved in the situation referred to in the ERO's report.

⁴ The appointment of members appointed by the Executive Board is subject to an assessment of their professional and academic integrity. The purpose of this assessment is to ensure that the appointees meet the required standards of ethics and probity.

⁵ The Executive Committee shall adopt rules of procedure, which will be approved by the Direction.

⁶ After analysing the report, the Executive Committee shall decide on the further action to be taken and shall, within two weeks of receiving the report, inform the persons concerned of its decision so that they can carry it out. The person implicated and the complainant will be informed by the Executive Committee of the action taken based on their respective rights as defined in Articles 24 and 25.

⁷ If the complaint concerns a member of the management EPFL (within the meaning of art. 3 of LEX 1.1.1) or any other person who reports directly to the President or to the Provost, the ERO's report will also be submitted directly to the President. If the report recommends that a formal investigation under Section 6 be launched, the President must initiate such an investigation.

⁸ If the complaint is against the President of EPFL, the complaint must be forwarded to the President of the ETH Board.

Section 6 Formal investigations

Article 19 Conducting the investigation

¹ Administrative or disciplinary investigations instigated by the President shall be carried out by one or more independent external experts. They are supervised by the General Counsel, except in cases where the person implicated is a member of that Counsel (cf. Art. 18, para. 7) and must in principle be concluded within three months. The purpose of these investigations is to determine whether the elements constituting an infringement of personal rights have been committed and, if so, to recommend the measures or sanctions to be effected.

² Investigations into students and doctoral candidates are governed exclusively by the procedure laid down in the [Ordonnance sur les mesures disciplinaires](#). This also applies to investigations into PhD students, if the facts being investigated concern solely academic matters.

³ The Executive Committee shall inform the relevant management bodies as defined in Article 13, para. 1 when an investigation has been launched.

⁴ Administrative and disciplinary investigations shall be conducted in accordance with the provisions of the [Ordonnance sur l'organisation du gouvernement et de l'administration](#) (Art. 27a to 27j – RS 172.010.1), and the [Ordonnance sur le personnel du domaine des EPF](#) (Art. 58 and Art 58a – RS 172.220.113).

⁵ As a rule, administrative investigations are not directed against a specific person but rather aim to clarify specific circumstances that require action to be taken ex officio in the public interest. Administrative investigations result in an investigation report and not in a decision within the meaning of Art. 5 APA. The purpose of disciplinary investigations is to establish whether an employee has breached their professional obligations and whether disciplinary measures are to be taken against them (Art. 25 LPers).

⁶ Articles 24 and 25 of this Directive apply to the rights and obligations of the complainant and the person implicated.

⁷ The expert shall without delay summon the person who made the report and the person implicated, as well as any other person who may provide information, for a hearing.

Article 20 Final investigation report

¹ After conducting the investigation, in compliance with the rights and obligations set out in Articles 24 and 25, the external expert shall draw up a report for the attention of the President, the Provost, the Vice President for Human Development and the Director of Legal Affairs. This report shall contain a statement and an evaluation of the facts, as well as recommendations for action to be taken, where applicable.

² After consulting the Provost, the Vice President for Human Development and the Director of Legal Affairs, the President will decide on an action plan based on the investigation report and the persons responsible for following up the action plan, to ensure the most permanent solution possible.

³ This action plan may include corrective measures or sanctions, disciplinary measures (in the case of a disciplinary investigation), support measures for the persons concerned, organisational measures and appropriate communication to the persons concerned of the results of the investigation and the measures taken.

⁴ The President shall communicate the decisions to the persons concerned and inform the management bodies as defined in Article 13, para. 1.

⁵ The persons responsible for implementing the action plan report to the Vice President for Human Development after 3, 6 and 12 months.

Section 7 Procedural Rules

Article 21 Scope of this Section

Unless otherwise stated, the rules in this Section apply both in the context of the preliminary investigation (Art. 17) and in the context of the formal investigation (Section 6).

Article 22 Recusal

Any person called upon to deal with a complaint who, for personal reasons, could be influenced in their independence or impartiality with regard to the author of the complaint or the person implicated must recuse themselves of their own accord (Art. 10 APA). One of the persons involved may also request that a person called upon to deal with the complaint be recused on the ground that they lack the required independence or impartiality.

Article 23 Reporting criminal offences

Pursuant to Article 22a of the Loi sur le personnel de la Confédération, EPFL employees and professors are obliged to report to the criminal prosecution authorities, their line managers or the Swiss Federal Audit Office all crimes and misdemeanours prosecuted ex officio of which they have become aware or that have been reported to them.

Article 24 Rights and duties of the complainant

¹ Provided that the complaint is made in good faith, EPFL shall make every effort to ensure that the person making the complaint does not suffer any professional or academic harm as a result of the complaint and is able to pursue the complaint without fear of intimidation, reprisals or discrimination. Employees may thus not be dismissed for filing a complaint. If a complaint is made in bad faith or with intent to cause harm, EPFL reserves the right to impose penalties.

² The complainant has the right to be heard by the External Reporting Office or by the expert in charge of an administrative or disciplinary investigation, and to make a statement on the alleged situation.

³ They have the right to be accompanied at their hearing by a person of their choice, to the exclusion of persons who are otherwise involved in the proceedings. Recourse to a professionally

qualified representative is possible; in this case, a contribution from EPFL to the costs is possible under the conditions laid down in the Regulations concerning the payment of court costs and legal fees for Employees (LEX 4.1.7).

⁴ The complainant must voluntarily inform the External Reporting Office of any further steps they may have taken with other bodies concerning the reported situation.

⁵ The complainant shall cooperate with the External Reporting Office or the expert in charge of the administrative or disciplinary investigation for the purpose of establishing the facts, in accordance with the rules of good faith.

⁶ The complainant has the right to be informed in general terms of the results of the preliminary investigation or of the administrative or disciplinary investigation and of the measures taken, provided that the rights of the person implicated and any other persons concerned are respected.

Article 25 Rights and duties of the person implicated

¹ The presumption of innocence applies to the person implicated. Without prejudice to this principle, EPFL may take precautionary measures in accordance with Article 17, para. 5.

² They have the right to be heard by the External Reporting Office or the expert responsible for the administrative or disciplinary investigation and to comment on the alleged events.

³ They have the right to be accompanied at their hearing by a person of their choice, to the exclusion of persons who are otherwise involved in the proceedings. Recourse to a professionally qualified representative is possible; in this case, a contribution from EPFL to the costs is possible under the conditions laid down in the Regulations concerning the payment of court costs and legal fees for Employees (LEX 4.1.7).

⁴ The person implicated has the right to access the documents in the case file and to comment on all of them before the hearing. For preliminary investigations, the scope and exercise of this right is governed by Art. 16, para. 4.

⁵ They must cooperate with the External Reporting Office or the expert in charge of the administrative or disciplinary investigation for the purpose of establishing the facts, in accordance with the rules of good faith.

⁶ The person implicated must refrain from making any forms of threat, pressure or reprisal against the complainant and other persons providing information about the reported situation.

⁷ They have the right to be heard before any sanctions or other measures affecting their legal position are imposed.

Article 26 Legal remedies

Legal remedies are governed by Art. 37 of the [Federal Act of 4 October 1991 on the Federal Institutes of Technology](#).

Section 8 *Final provisions*

Article 27 Repeal of existing provisions

The Directive of 1st June 2023 on psychosocial risks (LEX 1.8.3) is repealed with effect from 1st January 2027.

Article 28 Entry into force

This Directive shall enter into force on 01.01.2027 (Version 1.0).

On behalf of the Direction of the EPFL:

The President:
Anna Fontcuberta i Morral

The Director of Legal Affairs:
Simon Brunschwig

Appendix 1: Complaint form

1. Your contact details

First name Last name:

Accreditation:

Position:

E-mail:

Telephone no.:

2. Contact details of person implicated <https://people.epfl.ch/>:

First name Last name:

Accreditation:

Position:

Telephone no.:

3. Complaint filed

3.1 Type of breach (refer to Section 2 of the Directive on Protecting Personal Rights and Conflict Management): Describe the type(s) of harm suffered:

3.2 Give details of the place where the event(s) occurred:

3.3 Specify the date(s) and, if applicable, the frequency:

3.4 Have you already taken any action to try to resolve the situation? If so, what?

3.5 Which evidence do you think supports this allegation?

3.6 Do you have any witnesses? If yes, please give their contact details

3.7 Please list and attach all documents, if any, in support of this allegation

I hereby file a complaint and certify that the accusations and the attached documents are true and established in good faith. I understand that the accusations will be notified to the accused.

Date:

Signature: