



澳門大學
UNIVERSIDADE DE MACAU
UNIVERSITY OF MACAU

A Campus of Gender Equity 性別平等的校園

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性別平等委員會

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1. UM's commitment 澳大的承諾

UM is committed to providing **a safe, healthy and pleasant environment** for academic pursuits and employment, therefore, UM will not tolerate any form of discrimination or harassment.

大學致力提供一個安全、健康和愉快的學習及工作環境。大學絕不姑息任何形式的歧視或騷擾。



2. Definition 定義

Macau Penal Code 澳門刑法典 ([LINK](#))

(since 26 Aug 2017)

(節錄)

第一百六十四-A條 (性騷擾)

使他人被迫忍受性方面的身體接觸，或迫使他人與行為人或第三人進行此行為而騷擾他人者，不論是以身體某部分或物件作接觸...

(Translation of the extract)

Article 164-A (Sexual Harassment)

Forcing others to endure sexual physical contact, or forcing others to engage in such behaviour with the perpetrator or a third person to harass others, regardless the contact is made with a certain part of the body or an object...



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2. Definition 定義

Guidelines for Handling Sexual Harassment and Sexual Bullying Cases 性騷擾及性霸凌個案處理指引 ([LINK](#))

性騷擾及性霸凌個案處理 指引

2.2 性霸凌或其他違反性別平等的行為包括不受歡迎或不為接受、並且與性有關的行為，例如：

2.2.1 通過科技或其他工具，基於或利用他人的性取向或性別而對其作出威脅之行為，不論是肢體、言語還是其他方面的行為，也不論當事人是否在場；

2.2.2 以明示或暗示之方式，從事不受歡迎或不被他人接受且具有性意味或性別歧視之言詞或行為。

Guidelines for Handling Sexual Harassment and Sexual Bullying Cases

2.2 Sexual bullying or other behaviours violating gender equity includes behaviours that are unwelcomed or unacceptable and related to sex, for example:

2.2.1 Threatening behaviour against somebody that is based on or by taking advantage of their sexuality or gender through the use of technology or other tools, regardless whether the behaviour in question is physical, verbal or otherwise and regardless whether it is carried out in their presence or absence;

2.2.2 Language or behaviour consists of sexual nature or gender discrimination that is unwelcomed or unacceptable by others, regardless it is by explicit or implicit means.



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3. Importance of Your Role 您擔當的重要角色

Academic Staff
教學人員

Student
學生

Professional 專業
Academic 學術
Research 研究



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3. Importance of Your Role 您擔當的重要角色

To protect yourself and avoid unnecessary misunderstanding
為保護自己及避免不必要誤會

Tip
#1

Arrange meeting with students in **public places**
(avoid staff quarter or apartment)
與學生安排在公眾場所會面 (避免在自己的宿舍或住所)

Tip
#2

Avoid **sharing access cards** of your staff quarter with
your students
避免將自己的宿舍門禁卡交予學生

Tip
#3

Avoid discussing topics related to sex nature or make
indecent comments on their body figure with students
避免與學生討論有關性題材的內容或對學生身材作不當評語



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3. Importance of Your Role 您擔當的重要角色



Unless with approval from designated entities, **NO alcoholic beverage** should be **served to STUDENTS**

除獲指定實體核准，否則**不得為學生提供酒精飲料**

The University of Macau Campus-wide Alcohol Policy

Document code:	SAO.04/201503/101.r01
Approval date:	24 June 2016
Effective date:	24 June 2016
Supersedes:	SAO.10/201503/101.r00

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Keywords: alcohol, alcoholic beverages, student activities, student disciplinary regulations, student organization

Remarks: The policy was approved by Rector on 24 June, 2016(SAO/RTO/0013/2016)

Major amendments: 1. This policy applies to all events organized or sponsored by student organizations, faculties or administrative units. 2. Wordings were modified for clarification.

As a community of scholars and learners, the University of Macau expects those within its community to be responsible with the use of alcohol and believes that they should behave in a manner that does not endanger themselves or others regarding the consumption of alcoholic beverages. Furthermore, students will be held fully responsible for their own

[LINK](#)



Case sharing (*local case with rewritten details*)

- Prof. X is the thesis supervisor of Student A.
- Student A sometimes assists Prof. X on private matters and act as his **personal assistant**, she holds key card of Prof. X's campus hostel and can access the hostel any time.
- Student A raised complaint to the University and after investigation, Prof. X was found violating professional ethics and conduct of the University. The University applied disciplinary punishment on Prof. X.
- 教授X為學生A的論文指導老師。
- 學生A有時須為教授X處理個人事務及擔當私人助理的角色，她擁有教授X宿舍的門禁卡並能自由出入教授X的宿舍。
- 學生A向大學提出投訴，經調查後，教授X被判定違反大學教師職業操守，被大學科處紀律處分。

3. Importance of Your Role 您擔當的重要角色

When you notice your students are being sexual harassed/
bullied:

1. 嘗試了解情況 Explore the incident
2. 安撫學生情緒 Comfort the students
3. 鼓勵學生作出通報 Encourage students to report the case





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4. Reporting Options 通報機制選擇

For STUDENTS
學生適用

Your Residential College
你的書院

Your Faculty
你的學院

The Committee on
Gender Equity
性別平等委員會

Student Affairs Office
學生事務部

For STAFF
職員適用

Your Faculty
你的學院

The Committee on
Gender Equity
性別平等委員會





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5. Committee on Gender Equity (CGE) of UM 澳大性別平等委員會

Established to **promote gender equity** in the University, the CGE is composed of the representatives of academic staff, RC staff, administrative staff and students.

主席
Chair

Mr. PANG Chap Chong, Paul (Dean of Students) 彭執中先生，學生事務長

當然成員
Ex-officio Member

Gender Equity Officer – Ms. SENG I Teng, Elaine, CKPC
性別平等專員 – 盛綺婷女士，曹光彪書院

成員
Member

Staff representatives 職員代表

- Prof. LEI Lai Cheng, Victoria, FAH 李麗青教授，人文學院
- Prof. LOK Man Hoi, FST 陸萬海教授，科技學院
- Dr. LAU Pui Kei, Peggy, MCMC 劉沛棋博士，滿珍紀念書院
- Mr. LIU Man Fai, Andrew, FHS 廖文輝先生，健康科學學院
- Ms. PUN Nga Ian, Priscilla, LIB-LRD 潘雅茵女士，圖書館資源及發展處
- Mr. LIO Man Wai, Raymond, OSA 廖文威先生，體育事務部

Student representatives 學生代表

- Ms. CHEN Yongzhu, UMPA 陳泳竹女士，澳大研究生會代表
- Mr. FONG Ngai Ian, UMSU 馮毅仁先生，澳大學生會代表

法律顧問
Legal Consultant

Dr. LEONG Cheng Hang, FLL 梁靜姮博士，法學院

秘書
Secretariat Support

Ms. LEE Ian Teng, Carolina, ADMO-HRS 李欣婷女士，人力資源處



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6. Committee on Gender Equity (CGE) of UM 澳大性別平等委員會

What we do...

Promotion &
education
宣傳及教育

Monitor
監督

Handle
Complaints
處理投訴

Devise
Guidelines
制定指引

Implement gender
equity initiatives
實施性別平等計劃



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Handling of Complaint Procedures 處理投訴的程序

CONFIDENTIAL

****保留證據****
Collect Evidence

*Depending on the situation, the Rector may forward the complaint case to the Grievance and Disciplinary Committee or the disciplinary authorities defined in the “*Student Disciplinary Regulations of the University of Macau*” for further investigation or handling.
*按個別情況，校長可將投訴個案交由校內的申訴及紀律委員會或<澳門大學學生紀律規章>規定的紀律處分單位作進一步調查或處理。

The **complainant** reports the incident to the Gender Equity Officer (GEO) in writing
投訴人以書面形式向性別平等專員提出投訴

The GEO reports the complaint and provides **recommendations** to the Chair of the Committee on Gender Equity (CGE)
性別平等專員向性別平等委員會主席報告投訴個案和提供建議

The Chair of CGE nominates investigation panel to conduct **investigation**
性別平等委員會主席委任調查小組進行調查

Investigation panel submits investigation **report** to the Chair of CGE with results and recommendations
調查小組向性別平等委員會主席提交調查報告及建議應採取的行動

The Chair of CGE submits the report to **Rector** for final decision*
性別平等委員會主席將報告呈交校長作最後決定*

The CGE informs the complainant and the accused the **decision**
性別平等委員會通知投訴人及被投訴人有關結果



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Contact Points 聯絡方式

Committee on Gender Equity (CGE)

性別平等委員會

Email 電郵: gender_equity@um.edu.mo

Webpage 網頁: <https://cge.um.edu.mo/>



Gender Equity Officer

性別平等專員

Email 電郵: GE_Officer@um.edu.mo