





IN CASE OF:

- Bore out
- Burnout
- Communication problems
- Conflicts
- Difficulty with the social environment
- Discomfort
- Discrimination
- Exclusion
- Inadequate working conditions
- Inadequate workload
- Isolation
- Lack of clarity in roles and responsibilities
- Mobbing
- Negative stress
- Physical violence
- Sexual assault or coercion
- Sexual or sexist harassment
- Suicidal ideation or threat
- Verbal abuse
- Work or study organization problems

-  **STUDENT**
-  **PHD STUDENT**
-  **ACADEMIC OR SCIENTIFIC STAFF / FACULTY MEMBER**
-  **ADMINISTRATIVE OR TECHNICAL STAFF**

Confidentiality:
Confidentiality is preserved, in compliance with legal and professional obligations

Sources:
Directive on psychosocial risks (LEX 1.8.3)
Directive concerning whistleblowing (LEX 1.8.1)

EMERGENCY & RESCUE
24/7

115
From an EPFL landline

021 693 30 00
From a private phone




SOS
From the EPFL campus app

TO GET HELP

Trust & Support Network (TSN)

PROFESSIONAL SUPPORT

Advice and guidance

-  Social Consultations / Psychotherapeutic Consultations* (CHUV)
-  Person of Trust* / Equal Opportunity Office / Spiritual Care / Nurse Consultations*
-  Human Resources / Occupational Health

*External instances

INSTITUTIONAL SUPPORT

Dialogue and managerial action

-  Professor / Section Director
-  Thesis Director (PI) / Doctoral Program Director / Associate Vice Presidency for Doctoral Education / HR Manager
-  Line Manager / Professor / Institute Director / Dean / HR Manager
-  Line Manager / Professor / Vice President or Deputy Vice President / HR Manager


REFERRAL SUPPORT

Listening and relays


- Associations
- Social Partners
- Mentors
- Coaches
- Student Representatives
- Administrative Assistants
- Student/Teaching Assistants
- Peer2Peer Counselling
- Safe Space
- Etc.




TO REPORT a CASE

For those directly affected (LEX 1.8.3) 


INTERNAL INSTANCE

Respect Compliance Office (RCO)  respect@epfl.ch

- The Respect Compliance Officer is available for a preliminary interview:**
 - Informal, confidential interview to clarify the procedure (optional)
 - Possible activation of TSN instances to seek a consensual solution
- If the decision is made to lodge a complaint:**
 - Determination of admissibility of complaint and information to complainant
 - Complaint analyzed and handled confidentially, neutrally and independently by the RCO Committee
 - Possible financial coverage of 5 to 10 sessions of psychological support
 - If necessary, protective and conservatory measures
- Possible recommendations:**
 - HR support / mediation / reminder of rules to parties / activation of disciplinary (for students, via the Disciplinary Commission) or administrative procedure
 - Initiation of an external investigation if necessary to investigate and verify the alleged facts
- If no external investigation is required:**
 - Case closed and parties informed

For those who are a witness (LEX 1.8.1) 

EXTERNAL INSTANCE

Ombudsperson  contact@salomepreile.ch

- Examines all reports of serious malfunctions by EPFL members
- Depending on the alleged facts, the Ombudsperson may recommend to the EPFL Presidency the opening of an external investigation

EXTERNAL INVESTIGATION

If recommended by the RCO or the Ombudsperson



EXTERNAL INSTANCE

- The RCO/Ombudsperson draws up a report for the EPFL Presidency:**
 - Contains summary of facts, measures taken, recommendation for investigation
- Investigations ordered by the EPFL Presidency:**
 - Initiated in accordance with federal legal regulations
 - Conducted by independent external experts
 - Monitored by EPFL Legal Affairs
 - Duration: Objective 3 months maximum, with possible extension depending on the nature of the case
 - Communication to those involved concerning the opening of the investigation, its progress and its outcome
- End-of-investigation report and recommendations to the Presidency**

ACTIONS AND FOLLOW-UP

According to the end-of-investigation report

The EPFL Presidency takes all measures or decisions justified by established facts. Examples:

-  Reprimand, suspension, ex-matriculation
-  Warning, managerial action(s), termination of work relations