

SECRETARIA DE ESTADO DA CIÊNCIA, TECNOLOGIA E ENSINO SUPERIOR – SETI

Labour

Commitment

**L1. Does the company have a policy commitment in relation to the following labour rights principles?** For the user, the "Working Linked to: GRI Disclosure 3-3-c (2021) for topics GRI 407 (2016), GRI 409 (2016), GRI 408 (2016), GRI 406 (2016), GRI 403 (2018) (Matrix - Select one answer option per line)

	No, and we have no plans to develop a policy	No, but we plan to within the next two years	Yes, included within a broader policy or as a stand-alone policy [Prompts L1.1]	Not applicable (Please provide additional information in the mandatory text box)
Freedom of association and the effective recognition of the right to collective bargaining	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Forced labour	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Child labour	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Non-discrimination in respect of employment and occupation	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

Safe and healthy working environment

○

○

○

○

Working conditions (wages, working hours)

○

○

○

○

Please provide additional explanation:

The Secretariat of Science, Technology and Higher Education - SETI follows the guidelines of the environmental policy of the Government of Paraná, which is a signatory to the goals of the Sustainable Development Goals - SDGs.

According to Law No. 21,352/2023, article 43, the State Secretariat for Science, Technology and Higher Education - SETI is responsible for: "I - the coordination, implementation and execution of state policy relating to the areas of science, technology and higher education : [...]. The basic organizational structure of SETI comprises, at the Decentralized Action Level:

- a) State University of Londrina - UEL;
- b) State University of Maringá - UEM;
- c) State University of Ponta Grossa - UEPG;
- d) State University of Western Paraná - UNIOESTE;
- e) Midwest State University of Paraná - UNICENTRO;
- f) State University of Northern Paraná - UENP;
- g) State University of Paraná - UNESPAR;
- h) Araucária Foundation to Support the Scientific and Technological Development of the State of Paraná.

At the State Universities of Paraná, projects and actions are developed within the scope of the Sustainable Development Goals, according to documents and information available at the links:

UNIOESTE - SUSTAINABILITY REPORT 2023: The UN Sustainable Development Goals at the State University of Western Paraná.  
[https://www.unioeste.br/portal/arq/files/ari/sustentabilidade/RELATORIO\\_DE\\_SUSTENTABILIDADE\\_UNIOESTE.pdf](https://www.unioeste.br/portal/arq/files/ari/sustentabilidade/RELATORIO_DE_SUSTENTABILIDADE_UNIOESTE.pdf)

UEPG - Report of actions developed by the State University of Ponta Grossa in relation to the Sustainable Development Goals (SDG) 2022:  
<https://drive.google.com/file/d/1KkwZAUyCTm8IqgxAOIoTdmEFbF-LLBu5/view?pli=1>

UEL - Our educational project for sustainability:  
<https://sites.uel.br/sustentabilidade/>

UNESPAR - The Sustainable Development Goals in UNESPAR 2022:  
<https://www.unespar.edu.br/noticias/unespar-marca-presenca-em-evento-estadual-que-renova-compromisso-com-organizacao-para-a-cooperacao-e-desenvolvimento-economico>

UEM - University achieves SDG 2023 Social Seal certification:  
[https://www.asc.uem.br/index.php?option=com\\_content&view=article&id=28508:universidade-conquista-certificacao-do-selo-social-ods-de-2023&catid=986:pgina-central&Itemid=211](https://www.asc.uem.br/index.php?option=com_content&view=article&id=28508:universidade-conquista-certificacao-do-selo-social-ods-de-2023&catid=986:pgina-central&Itemid=211)

In accordance with Law No. 21352/2023:

**Art. 25.** The State Secretariat for Administration and Social Security - SEAP is responsible for:

- I - the coordination and management of human resources and pension administration activities;
- II - the coordination of policies, programs and projects related to the promotion of public servants' health;
- III - logistics for contracting common and specific goods and services, indication of standardization of goods and services to be contracted and innovation and improvements in technological resources for public procurement;
- IV - promoting the standardization of administrative activities and specialized labor services not inherent to the public service;
- V - centralized management of official transport;

VI - the centralized management of the real estate assets of the State of Paraná and furniture within the scope of the State Executive Branch;  
VII - the custody, management, conservation and preservation of public documents of historical or administrative value;  
VIII - the coordination of activities aimed at capacitating, training, development and improvement for public employees, leaders and senior management of the Public Administration through the Paraná Management School and the coordination of other training centers;  
IX - management of the internal processing system for digital processes of the Executive Branch of the State of Paraná and organization of the respective State archives;  
X - the operation, administration and supervision of the public lottery service in the State of Paraná.

The Law 6174/1970 - Establishes the legal regime for civil employess of the Executive Branch of the State of Paraná.

The Paraná School of Management, an administrative unit of SEAP, is responsible for developing essential public management skills, aligned with the strategic agenda of the State and Government, aiming for quality services and social results.

Aimed at the strategic education of public officials in the State and municipalities in Paraná, it brings together, integrates and articulates the actions of training and development centers, public administration bodies and entities of the state executive power.

The labor rights policy is the responsibility of the State Secretariat for Administration and Social Security - SEAP.

The State Secretariat for Science, Technology and Higher Education (SETI) follows SEAP guidelines in the administration of human resources.

The Science, Technology and Higher Education System, coordinated by SETI, has several unions and civil servant associations, with no interference from the Secretariat on civil empleaseys' freedom of association.

SETI effectively participates in the reformulations of civil empleaseys' careers and salary negotiations within the scope of the Science, Technology and Higher Education System.

SETI has the People Development Program (PDP-SETI), from which the competencies of its staff and the development needs of employees and their respective sectors are mapped.

Please input the year the relevant labour rights policy was last reviewed

	Year (YY\Y)
Freedom of association and the effective recognition of the right to collective bargaining	_____
Forced labour	_____
Child labour	_____

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If respondent answers 'Yes' in L1, the below question will be displayed for each relevant topic.

L1.1. For each labour rights policy, is it:

Linked to: ILO C155 - Occupational Safety and Health Convention 1981 (No. 155); GRI Disclosures 2-23-c, 2-23-d, 2-23-e (2021)

(Matrix - Select all that apply for each line)

[illegible]

Non-discrimination in respect of employment and occupation

☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐

Safe and healthy working environment

☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐

Working conditions (wages, working hours)

☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐

Please provide additional explanation: \_\_\_\_\_

**L1.2. Does the existing company's policy on freedom of association and collective bargaining:**

*Linked to: ILO, Freedom of Association and Protection of the Right to Organise Convention, 1948 (No. 87); GRI Disclosure 2-30 (2) (Multiple Choice- Select all that apply)*

- ☐ Reference the respect for the right of all workers to form and join a trade union of their choice without fear of
- ☐ Prohibit any acts of interference in trade unions
- ☐ Facilitate collective bargaining with the trade union representatives
- ☐ Provide trade union representatives with the information required for meaningful bargaining in the context of bona
- ☐ Reference the respect for the right of workers to submit grievances without suffering
- ☐ We do have a policy on freedom of association or collective bargaining but it does not include any of these details
- ☐ We do not have a policy on freedom of association or collective bargaining

Please provide additional explanation: \_\_\_\_\_

The labor rights policy is the responsibility of the State Secretariat for Administration and Social Security - SEAP.

The State Secretariat for Science, Technology and Higher Education (SETI) follows SEAP guidelines in the administration of human resources.

The Science, Technology and Higher Education System, coordinated by SETI, has several unions and civil servant associations, with no interference from the Secretariat on civil employees' freedom of association.

SETI effectively participates in the reformulations of civil employees' careers and salary negotiations within the scope of the Science, Technology and Higher Education System.

SETI has the People Development Program (PDP-SETI), from which the competencies of its staff and the development needs of employees and their respective sectors are mapped.

Prevention

**L2. In the course of the reporting period, has the company engaged with affected stakeholders or their legitimate representative**

Linked to: GRI Disclosures 3-1-b and 3-3-f (2021) for topics GRI 407 (2016), GRI 409 (2016), GRI 408 (2016), GRI 406 (2016), GRI  
(Matrix - Select one answer option per line)

Please select the company's highest level of engagement. Options progress from left to right.

[illegible]



Please provide additional explanation: \_\_\_\_\_

L3. What type of action has the company taken in the reporting period with the aim of preventing/mitigating the risks/impacts as  
Linked to: GRI Disclosure 3-3-d (2021) for topics GRI 407 (2016), GRI 409 (2016), GRI 408 (2016), GRI 406 (2016), GRI 403 (2018)  
(Matrix - Select all that apply for each line)

[illegible]



















**L4. Who receives training for the following labour rights topics?** For the user, the "Working conditions (wages, working hours)"

Linked to: GRI Disclosure 3-3-d (2021) for topics GRI 407 (2016), GRI 409 (2016), GRI 408 (2016), GRI 406 (2016), GRI 403 (2018)

(Matrix - Select all that apply for each line)

[illegible]

Working  
conditions  
(wages,  
working  
hours)

☐
☐
☐
☐
☐
☐
☐

Please provide additional explanation: \_\_\_\_\_

**L5. How does the company assess progress in preventing/mitigating the risks/impacts associated with the following labour rights**

Linked to: *GRI Disclosure 3-3-e (2021) for topics GRI 407 (2016), GRI 409 (2016), GRI 408 (2016), GRI 406 (2016), GRI 403 (2018)*

*(Matrix - Select one answer option per line)*

*Please select the company's highest level of engagement. Options progress from left to right.*

No monitoring of progress	Review topics on ad hoc basis	Set annual targets/ goals, track progress over time (internal programmes only)	Set annual targets/ goals, track progress over time (internal and external programmes)	Other (Please provide additional information)  <i>[Makes text box mandatory]</i>
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Freedom of  
association  
and the  
effective  
recognition  
of the  
right to  
collective  
bargaining

☐
☐
☐
☐
☐

Forced  
labour

☐
☐
☐
☐
☐

Child labour

☐
☐
☐
☐
☐

Non-discrimination in respect of employment and occupation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Safe and healthy working environment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Working conditions (wages, working hours)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please provide additional explanation: \_\_\_\_\_

#### Performance

**I6. Do(es) the existing collective bargaining agreement(s) provide(s) more favourable rights than those provided in legislation,**  
(Select all that apply)

- ☐ Yes, by providing more favourable conditions related to wages
- ☐ Yes, by providing more favourable conditions related to working hours
- ☐ Yes, by providing more favourable conditions related to health coverage and/or sick leave
- ☐ Yes, by providing additional rights not otherwise provided (Please provide additional information) *[Makes text box mandatory]*
- ☐ There is (are) no existing collective bargaining agreement(s)
- ☐ No

Please provide additional explanation: \_\_\_\_\_

**I7. In the course of the reporting period, what was the percentage of women in managerial positions? (%)**

Linked to: ISAR C.1.1.

(Matrix - Text Box with option for Unknown or N/A)

	Percent women (%) (Please input a while number e.g., 50% = 50)	Unknown
Managerial position	<input type="text"/>	<input type="radio"/>

Please provide additional explanation: \_\_\_\_\_

**L8. What was the average ratio of the basic salary and remuneration of women to men (comparing jobs of equal value) during the r**

*Linked to: GRI Disclosure 405-2 (2016)*

*(Matrix - Text Box with option for Unknown or N/A)*

	Salary ratio (%) (Please input a whole	Unknown	Choose to not disclose
Women / Men (%)	<input type="text"/>	<input type="radio"/>	<input type="radio"/>

Please provide additional explanation: \_\_\_\_\_

**L9. In the course of the reporting period, how frequently were workers injured (injuries per hour worked)?**

*Linked to: ISAR C.3.2; GRI Disclosure 403-9 (2018)*

*(Matrix - Text Box with option for Unknown or N/A)*

	Frequency of injury (Please input a whole	Unknown	Choose to not disclose
Frequency of injury	<input type="text"/>	<input type="radio"/>	<input type="radio"/>

Please provide additional explanation: \_\_\_\_\_

**L10. In the course of the reporting period, what was the company's incident rate (injuries per worker)?**

*Linked to: ISAR C.3.2; GRI Disclosure 403-9 (2018)*

*(Matrix - Text Box with option for Unknown or N/A)*

	rate (Please input a whole number (e.g., 50% = 50))	Unknown	Choose to not disclose  [Makes text box mandatory]
Incident rate	—	<input type="radio"/>	<input type="radio"/>

Please provide additional explanation: \_\_\_\_\_

#### Response and Reporting

**L11. In the course of the reporting period, has the company been involved in providing or enabling remedy if it has caused or co**  
 Linked to: [GRI Disclosure 3-3-d-ii \(2021\)](#) for topics [GRI 407 \(2016\)](#), [GRI 409 \(2016\)](#), [GRI 408 \(2016\)](#), [GRI 406 \(2016\)](#), [GRI 403 \(20](#)  
 (Matrix - Select one answer option per line)

	No remedy provided/ena bled	Yes, remedy provided/ena bled	No adverse impact identified or caused	Choose to not disclose  [Makes text box mandatory]
Freedom of association and the effective recognition of the right to collective bargaining	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Forced labour	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Child labour	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Non-discrimination in respect of employment and occupation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Safe and healthy working environment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Working conditions (wages, working hours)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please provide additional explanation: \_\_\_\_\_

**L12. Briefly describe additional relevant practical actions the company has taken during the reporting period and/or plans to take**  
 Linked to: GRI Disclosures 3-3-c and 3-3-d (2021) for topics GRI 407 (2016), GRI 409 (2016), GRI 408 (2016), GRI 406 (2016), GRI 405 (2016)  
[\(Text Box\)](#)

