

GENDER EQUALITY PLAN

INSTITUTE OF PHYSIOLOGY CAS

2022 — 2024

PREAMBULE

Institute of Physiology of the CAS, v.v.i. (hereafter referred to as the Institute of Physiology) has previously approved, set and implemented the principles of gender equality set out in the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers, which has already been recognised by the HR Excellence in Research Award. The Institute of Physiology endorses the strategic objectives set out in the document Equality Union: the Gender Equality Strategy 2020 - 2025.

The Institute of Physiology considers gender equality to be a state in which individuals, regardless of gender, are free to develop their personal abilities and make decisions without the constraints imposed by culturally and socially defined gender roles. A state where the different behaviours, aspirations and needs of women and men are recognised, promoted and valued as equal.

The Institute of Physiology sees it as part of its commitment to society to take and adopt such measures in the light of the principles of transparency, equality and accountability, while taking measures to reconcile the work and personal lives of its employees.

The Institute of Physiology fully recognizes and supports the 3 priority areas key to achieving gender equality in the institution:

- career advancement, career development for women, early career scientists
- strengthening the representation of women in decision-making and top academic positions
- gender in research approach and research content, pedagogical process and curriculum.

GENDER EQUALITY PLAN

The purpose of the Gender Equality Plan is to complement the implementation of the HRS4R Action Plan with specific measures aimed at improving gender equality in the Institute and to cover areas and topics that were previously excluded from the Action Plan.

In developing this plan, the Institute of Physiology has followed the European Institute for Gender Equality's Handbook for Gender Equality in Academia and Research.

Background and initial analysis:

The initial analysis showed that the state of gender equality and balance in the Institute of Physiology is already at a very high level.

This assessment is based on the following findings:

- The overall distribution of employees by gender is almost even
- The gender distribution of employees in specific positions, including managers, is almost even.
- Gender pay gaps are minimal
- Internal documents and guidelines promote gender equality
- There are tools to eliminate primary and secondary sex discrimination.

In order to support the introduction and actual implementation of gender equality, the Institute of Physiology will further adopt, implement and develop further measures in the following areas in order to maintain and improve the gender equality environment for its staff. Therefore, the following areas of the plan for further improvement and monitoring of the gender equality situation in the Institute have been developed.

The Institute of Physiology has allocated human and financial resources for the implementation of the Gender Equality Plan. A Gender Equality Working Group has been established to implement and monitor specific areas of the plan. The group consists of the HR Award Manager, the HR Specialist, the Ombudsman of the Institute of Physiology and a representative of the research staff. All with direct responsibility to the Deputy Director of Administration. The financial resources will be used to fund training, further analysis and internal or staff audits.

AREAS OF THE PLAN

1. Staff training, internal culture and career progression

The Institute of Physiology will fund staff training to improve gender sensitivity and to ensure access to information on benefits and resources available to staff.

The training will focus mainly on the following areas:

- Gender sensitivity
- Gender aspects of research
- Options for balancing work, life and family
- Career development opportunities

In addition to training, the Institute of Physiology will promote the institutional culture and the working and scientific environment in order to maintain the gender equality policy, incorporate gender equality provisions into the internal regulations of the institution, and raise awareness and understanding of gender equality issues. In the form of lectures and workshops incorporating gender issues.

The Institute of Physiology will promote balanced career growth and advancement for women and men. Thus, the measure will provide specific support for staff - workshops for writing grant applications, support in the role of principal investigators/senior researchers. It will take measures to actively support parents returning from MD or RD and to restart scientific careers.

2. Monitoring

The Institute of Physiology will continuously monitor, collect and analyze the same data as used for the initial analysis and track changes. As the findings of the initial analysis were very positive, monitoring will focus on identifying factors that may lead to a deterioration of the current situation.

The following areas will be monitored:

- number of employees by gender at all levels
- the average number of years it takes women and men to advance in their careers
- wage gap by gender and occupation
- number of women and men in academic and administrative decision-making positions
- the number of male and female applicants applying for different jobs
- the number of employees by gender taking parental leave, for how long and how many of them returned after taking it.
- number of gender-based cases reported to the Institute's Ombudsman.

The aim is to establish a system and methodology for collecting and regularly evaluating data in this area, clearly defining the monitoring identifiers, their description and sources.

3. Recruitment and selection of employees

The Institute of Physiology strictly complies with the provisions of the Labour Code (Act No. 262/2006 Coll.) regarding discrimination on the basis of sex, especially with regard to remuneration, training and career development opportunities.

The Institute of Physiology will continue to conduct recruitment and selection without gender bias based on the principles of OTM - R (Open - Transparent - Merit based Recruitment; i.e. Open and Transparent Recruitment and Selection based on merit and competence).

The Institute of Physiology will continue to strive for and adhere to the establishment of gender balanced selection panels in accordance with the applicable recruitment and selection process. The measure will be implemented by the responsible human resources specialist.

4. Work-family balance

The Institute of Physiology will facilitate and further promote flexible forms of work, as well as the creation of conditions for the provision of childcare and family care that will enable employees to balance work and family responsibilities.

Particular emphasis will be placed on researchers returning after parental leave. The measures will be implemented by the responsible human resources specialist together with the management of the Institute.

5. Elimination of harassment

The Institute of Physiology will develop and implement preventive measures against bullying or sexual harassment and other forms of gender-based violence and improve the complaints process, complemented by mediation and counselling and advisory services for the fair resolution of cases.

The measures will be carried out by the Institute's Ombudsman, appointed to set up these measures and to deal with incidents. Emphasis is on the independence, objectivity of the person, hence this is a person outside the Institute of Physiology.

6. Gender aspects of research

The Institute of Physiology will begin to take gender aspects of research into account when planning and carrying out research tasks. This is particularly important as these aspects can play a crucial role in biomedical research. Arrangements will be made by a representative of the researchers.

CONCLUSION

This plan is set for the period 2022-2024, after which its actions and results will be evaluated and reviewed. The plan will then be revised and a new version will be implemented for the following period.

The Institute of Physiology has identified responsible persons with gender expertise for each of the plan areas to implement the said GEP FGU 2022-2024.

The Institute of Physiology based its GEP on existing EU recommendations, recommendations of national authorities (National Contact Centre for Gender and Science, Institute of Sociology of the CAS, v.v.i.) and other available sources.