



HR EXCELLENCE IN RESEARCH

Gender Equality Plan 2025–2029

Foreword

As a research organization, we strive to achieve scientific excellence. In the increasingly competitive research environment, this is only possible by unlocking the full potential of all our employees – both the research and support staff. In order to achieve this, we must ensure that everyone, regardless of gender, age, race, nationality, religion, etc., receives equal treatment and is presented with equal opportunities for professional growth. We stand behind the values of non-discrimination, equality, and respect for diversity.

The main goal of this Gender Equality Plan is to foster gender equality throughout our organization via improving our internal processes and company culture, removing obstacles to gender equality, identifying and correcting gender bias, and addressing gender imbalances.

We strongly believe that by committing ourselves to implement the proposed Gender Equality Plan, we can become a better employer and a more successful research organization.

Miroslav Chomát, Director
20 December 2024

Objectives

This Gender Equality Plan (GEP) outlines a strategy to foster gender balance and equal opportunities for women and men for the period 2025–2029. The GEP consists of a set of actions to raise awareness, identify gender related issues, implement relevant internal processes, and monitor progress. The present plan concerns all employees, both women and men, including students and employees in research, technical support, administrative, or management positions.

Responsible bodies

The Institute director - makes management decisions at the Institute level, issues regulations and directives. The director is committed to actively advocate gender equality and implement the GEP. The director assigns financial resources required for the GEP implementation.

Working group for equal opportunities (WGEO) – WGEO will be established as the first action of GEP. It will be the main responsible body and promoter of GEP. Members of WGEO shall represent different levels of management in the institute hierarchy including senior management figures and HR personnel. Tasks of WGEO:

- Develop a methodology for gender segregated statistics
- Compile gender-segregated statistics on annual basis
- Raise and maintain awareness of equal opportunity issues (trainings, department and institute-wide meetings, orientation materials, etc.)
- Include topics of gender equality in the workplace in regular employee surveys and interviews with outgoing employees
- Propose changes of internal processes (incl. recruitment) to reflect survey results
- Increase the visibility of female researchers

Actions

GEP actions are divided into two groups. The first group includes actions related to the short-term goals which should be reached by the end of the GEP duration at the latest. The second group includes actions related to more complex goals which cannot be completed within the current period, but we are aware of them and we are committed to improve the situation.

Short-term goals

Goal	Action	Responsible body	Indicators
1. Ensure sustained monitoring, management, and promotion of the equal opportunity agenda	<p>Appoint a working group for equal opportunities.</p> <p>The working group will include members in various levels of hierarchy – including senior positions to support the agenda – and HR personnel.</p>	Director	<p>Working group for equal opportunities appointed.</p> <p>Annual report on gender segregated statistics.</p>
2. Ensure equal opportunities in the recruitment process	<p>Establish guidelines for gender-sensitive language in job advertisements.</p> <p>Review the recruitment guidelines with respect to equal opportunities, including effort to have equal representation in selection committees.</p>	Working group for equal opportunities	Internal regulation.
3. Monitoring gender pay gap	Analyse the detailed structure of salaries to identify possible gender pay gaps and their causes.	Payroll department	Annual report.
4. Improve internal processes and culture	<p>Adopt a code for prevention of sexual and other types of harassment.</p> <p>Add training resources to the institute’s training and development site focused on good practice to prevent inappropriate behaviour at work.</p> <p>Raise awareness on this topic during department and institute-wide meetings.</p>	Working group for equal opportunities	<p>Updated internal regulations.</p> <p>Training of employees.</p>
5. Collect feedback	Every two years conduct a survey to monitor employee satisfaction and feedback in the area of equal opportunities. Update Gender Equality Plan based on the survey results.	Working group for equal opportunities	Questionnaire results published in the institute intranet. Gender Action Plan reviewed.

Long-term goals, strategic steps to improve gender imbalance

Goal	Action	Responsible body
Encourage increased representation of women in managerial and decision-making positions	Requirements and duties of laboratory and departments heads will be included in the organisational code and actively communicate towards employees.	Director
Encourage increased representation of women in technical sciences	<p>Prioritize promotion of technical sciences via institute’s female researchers in PR events and outputs.</p> <p>Participate in events such as International Day of Women and Girls in Science, Open Science, ...</p>	<p>Director</p> <p>Working group for equal opportunities</p>

This GEP was prepared by the working group for equality of the Institute of Thermomechanics of the CAS