

Gender Equality Plan  
at Mammal Research Institute  
Polish Academy of Sciences for  
2023-2026  
updated



Mammal Research Institute  
Polish Academy of Sciences  
Białowieża

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| <b>Authors</b>          | Nika Knez, Ewa Komar, Joanna Łapińska, Tomasz Samojlik, Aniela Stepaniuk, Paulina Szafrńska, Anna Wereszczuk, Aleksandra Wróbel |
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## INTRODUCTION

Mammal Research Institute, Polish Academy of Sciences (MRI PAS) is a small scientific unit with over 70 years of tradition and aspirations for continuous improvement and development. An important need that has not been sufficiently emphasized so far is a greater concern for creating a fair, friendly, and inclusive work environment that promotes equality among individuals working and studying at MRI PAS and provides support regardless of gender and other private factors.

In this document, we present an assessment of the current situation at the Institute regarding gender equality and set goals for necessary actions in accordance with the recommendations of the European Commission<sup>1</sup>. We want the benefits of implementing the proposed changes to be felt by all individuals working and studying at MRI PAS. The participation of women in the life of the Institute, as our assessment shows, has been associated with violations of diverse principles of equal treatment, resulting in potential disadvantages for women in their professional and private lives. The results of the conducted assessment indicate that we need to make efforts to change this state of affairs. We are faced with the challenge of confronting often unnoticed patterns of behaviour, stereotypes, and biases that we may not even be aware of, but which contribute to unfair and unequal treatment of individuals working at the Institute. Each process of implementing change requires the involvement of all parties and careful development of a plan to achieve the desired change. It is also essential to regularly monitor the progress and effectiveness of the process and maintain the results in the long term. It is crucial for the need for change to be understood by all individuals working at the Institute—every change potentially encounters resistance and misunderstanding—thus, we want to introduce it collectively, especially since it is a difficult and time-consuming process. Therefore, we count on the cooperation of the entire staff of the Institute in implementing this Gender Equality Plan and declare openness to additional suggestions for addressing the issues raised in it..

At the same time, despite its imperfections, MRI PAS is an incredibly diverse and open place where scientists, doctoral students, specialists, and students from different countries and cultural backgrounds have been meeting for years. Our idea is to create a space where all individuals working and collaborating are treated equally and tolerantly, particularly in the context of gender equality.

In response to the need for legal guarantees of equality and counteracting various forms of discrimination, the Mammal Research Institute, Polish Academy of Sciences introduces the MRI PAS Gender Equality Plan for the years 2022-2026, hereinafter referred to as the Plan. It includes an assessment of the current state, as well as goals and proposed actions aimed at supporting a broad understanding of equality. The Plan has been developed with our Institute's community in mind, caring about a friendly work environment and conducting scientific research. Our overriding goal is to ensure tolerance, diversity, mutual relationships, trust, and a sense of security, which provide comfort and a creative space for work. An equal environment allows for not only better results but, above all,

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<sup>1</sup> The European Commission has defined the following priority areas for actions promoting gender equality and combating all forms of discrimination:

1. Organizational culture and work-life balance.
2. Gender balance in management and decision-making positions.
3. Gender equality in recruitment and career development.
4. Addressing gender-related issues in research and scientific content.
5. Combating gender-based violence, including sexual harassment.

provides better working conditions and atmosphere, which brings satisfaction and enables the development of all individuals working.

This document has been prepared in accordance with national and EU regulations and is in compliance with the following legal acts:

1. Constitution of the Republic of Poland (Journal of Laws of 1997, No. 78, item 483, as amended).
2. Directive 2006/54/EC of the European Parliament and of the Council of 5 July 2006 on the implementation of the principle of equal opportunities and equal treatment of men and women in matters of employment and occupation (Official Journal of the European Union L2006, 204, 23).
3. Family and Guardianship Code (Journal of Laws of 2020, item 1359, as amended).
4. Civil Code (Journal of Laws of 2020)
5. Labor Code (Journal of Laws of 2020, item 1320, as amended).
6. Criminal Code (Journal of Laws of 2020, item 1444, as amended).

According to the guidelines of the European Commission ("Gender Equality Plans in Horizon Europe: Guide for Polish Research Institutions"), a Gender Equality Plan adopted by an institution must meet four mandatory requirements:

1. Publication: The plan must be an official document signed by the authorities of the institution and must be published on the institution's website.
2. Resources: Adequate resources must be allocated for the implementation of the plan.
3. Data: The plan must be based on gender-disaggregated data on the institution's personnel, and the institution should annually publish reports on the implementation of the plan based on identified indicators.
4. Training: The plan's recommendations must include training activities that increase the awareness of the institution's staff regarding gender equality and biases.

The Gender Equality Plan adopted by MRI PAS incorporates all of these guidelines. The plan was developed by a team consisting of individuals at various stages of their scientific careers and professional areas, representing different perspectives and experiences, in order to provide a comprehensive picture of the working conditions at MRI PAS, identify problems in this area accurately, and formulate the goals of further actions comprehensively. The development of the plan was also subjected to consultations among all employees of MRI PAS. We believe that this plan will contribute to the elimination of any biases or inappropriate behaviours and increase our awareness and knowledge in the field of gender equality.

The plan consists of five goals that address the priority areas defined by the European Commission:

- Increasing knowledge about gender equality among the staff of MRI PAS to promote positive attitudes towards diversity, combat gender stereotypes, foster positive relationships among individuals working at MRI PAS, and raise awareness of potential forms of gender-based violence.
- Enhancing the balance between work and personal life.

- Striving for a balanced representation of women and men in decision-making bodies within the Institute and among the managerial staff to reflect the gender proportions among the Institute's employees.
- Ensuring gender equality throughout the scientific career, from the recruitment process to scientific development, promotions, and positions. This goal also includes equal treatment in terms of remuneration.
- Combating gender-based violence through staff training and the establishment of a committee for gender equality in MRI PAS.

This document consists of two parts. The diagnostic part refers to the existing situation based on collected data and an anonymous survey conducted among the Institute's staff regarding gender equality, tolerance, and work-life balance. In the second part, the planning and implementation section, we describe the goals we want to achieve, including specific actions and resources (including financial resources) allocated by MRI PAS for their implementation. This Gender Equality Plan should be treated as a living document that can be updated and improved during its implementation, responding to the ongoing needs of the individuals working and studying at MRI PAS. In accordance with the adopted assumptions, the Gender Equality Plan for MRI PAS for 2023–2026 was updated by the Equal Treatment Team in March 2026. The update aimed to align the measures with changes that had occurred within the organization, in legal regulations, and in the recommendations of the European Union.

The Gender Equality Plan of Mammal Research Institute, Polish Academy of Sciences, is effective from the date announced by the Director of MRI PAS until the end of 2026. The person responsible for implementation of the Plan is the Director of MRI PAS.

**DIAGNOSIS - CURRENT SITUATION**

**I. ANALYSIS OF PERSONNEL AND ACCOUNTING DATA**

The analysis of data concerning the employment structure focuses on the gender proportions of MRI PAS employees, taking into account various positions (scientific and administrative), membership in managerial structures, and scientific activity. The presented data is from the period 2015-2022. It should be noted that MRI PAS is a small unit with a total of around twenty scientific employees (average over the last seven years). Therefore, one person represents 5% of all scientific employees.

In the period 2015-2022, the average gender balance among MRI PAS employees was almost equal (an average of 49 employees per year - 26 women and 23 men). However, there was a gender disparity when it came to dividing positions into scientific and administrative. Women predominated in the administrative staff (63%), while men predominated in the scientific staff (61%) (Fig. 1).



*Fig. 1. Gender structure of employees at MRI PAS.*

The level of gender disparity among scientific employees varies depending on the position. Men were in the majority in the positions of professors (64%), associate professors (70%), and assistant professors (64%; Fig. 2). On the other hand, among the younger scientific staff, women predominated, accounting for 67% of employees in the position of research assistant. However, it should be noted that in the period under study, only an average of 3 people per year worked as research assistants, compared to an average of 18 people in other scientific positions.

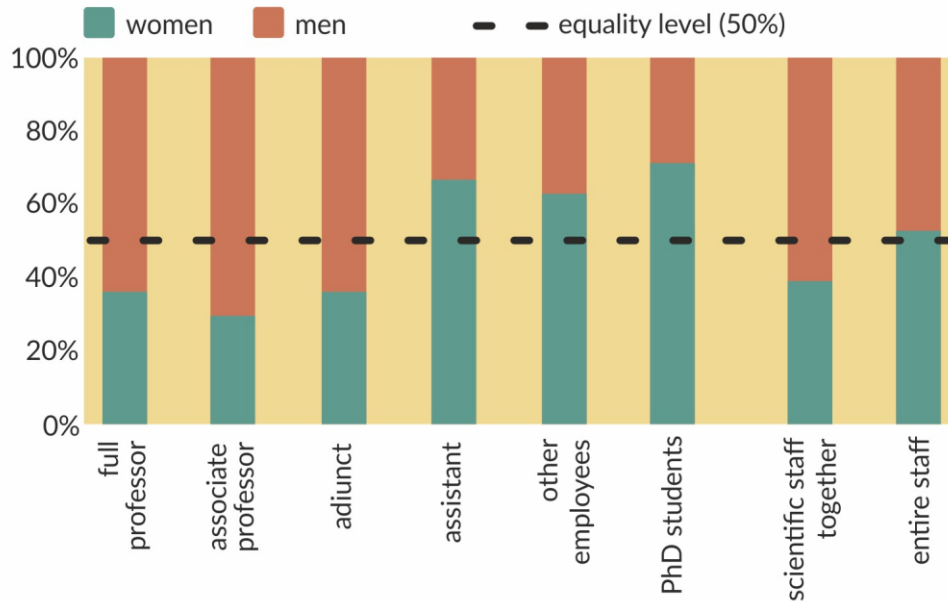


Fig. 2. Gender balance of employees in different positions at MRI PAS.

A separate group consists of doctoral students (women and men) admitted to uniform doctoral studies conducted at MRI PAS and to the BioPlanet doctoral school (established in 2019). In the period under study (2015-2022), MRI PAS admitted 11 female and 5 male doctoral students (69% and 31%, respectively; Fig. 3). However, since 2011, the proportion of women among doctoral students has been higher than that of men almost every year (Fig. 3). The predominant presence of women in this group may provide hope for future equalization of existing disparities, also in higher scientific positions.

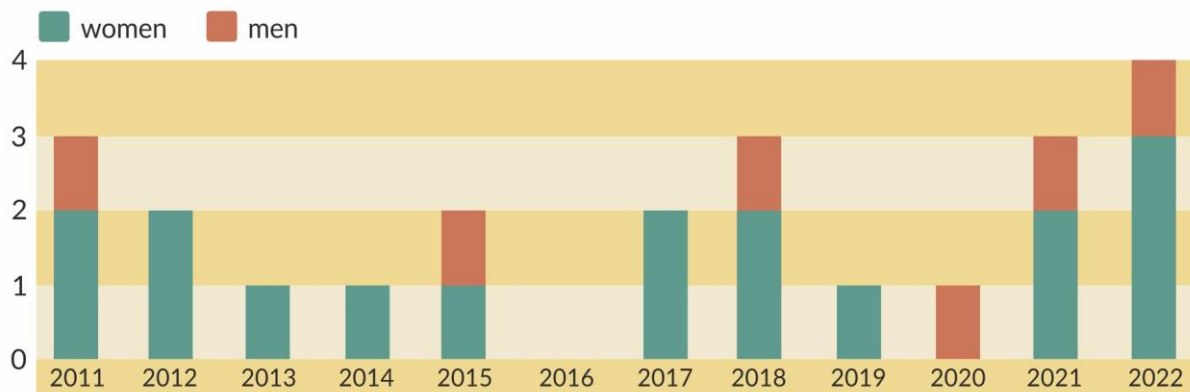
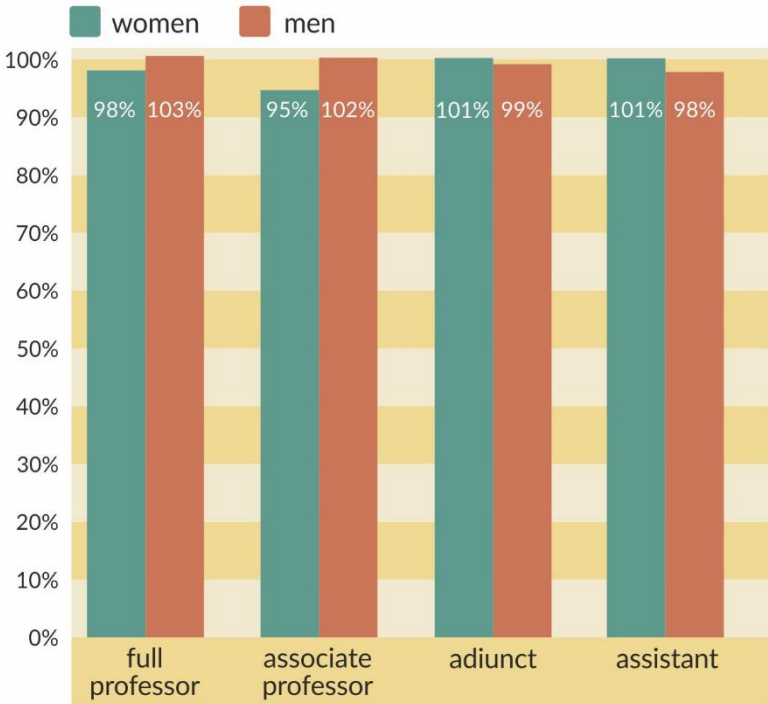


Fig. 3. Gender balance among doctoral students admitted to MRI PAS in the period 2011-2022.

**Salaries of scientific employees**

The average salaries of scientific employees over the past seven years were equal across all positions. In the period 2015-2022, women earned 98% and 95% of the average salary in the positions of full professor and MRI PAS professor/associate professor, respectively, and 101% of the average salary in the positions of assistant professor and research assistant (Fig. 4). The level of remuneration in the PAS institutes is largely regulated by external regulations and depends on the scientific position and length of service. Since January 1, 2023, the director of MRI PAS has equalized the basic salaries of scientific employees based on their positions.



*Fig. 4. Level of remuneration for scientific employees in different positions at MRI PAS in relation to gender (% of average salary in a given position) in the period 2015-2022.*

**Staff movement, leaves, and trips**

Over the past seven years, staff movements mainly affected women, who accounted for 66% of newly hired employees (N=5) and 80% of employees whose employment contracts ended (N=3.5). Ultimately, the employment balance for women was positive.

The data shows that significantly more women than men took parental leave (90%) and childcare leave (73%), which may indicate that women were more burdened with childcare responsibilities, potentially hindering their career development at that stage. Only men took unpaid leave. Both women and men went on international trips in similar proportions (45% and 55% respectively), suggesting no gender-based obstacles to mobility.

**The Management and Scientific Council of MRI PAS**

Greater representation of men in higher scientific positions translates into their participation in the management structures of MRI PAS. In the period 2015-2022, there was a predominance of men in managerial positions and in the Scientific Council of MRI PAS (63% and 79% respectively) (Fig. 5).

The two highest managerial positions, the Director of MRI PAS and the Deputy Director for Scientific Affairs, were held exclusively by men. Despite meeting the formal requirements, there have never been any women candidates for managerial positions. The gender ratio in the Scientific Council is also related to the predominance of men in professorial positions, but it should be noted that the Scientific Council includes scientists from outside of MRI PAS.

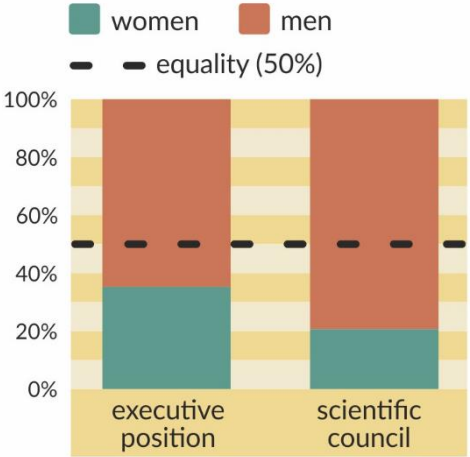


Fig. 5. Gender balance in managerial positions at MRI PAS and in the Scientific Council of MRI PAS.

**Acquiring grants for research projects**

During the analysed period, MRI PAS carried out 36 research projects led by scientific staff members of the Institute.

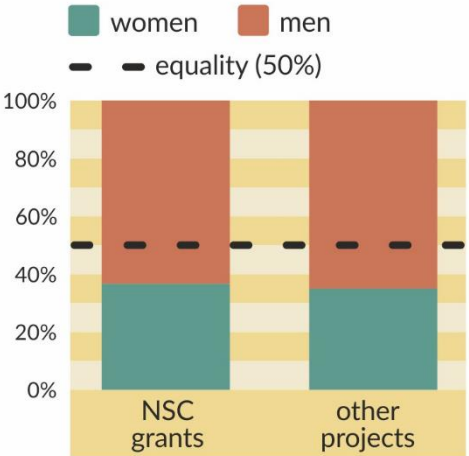


Fig. 6. Acquisition of research grants from the National Science Centre and other sources for research projects, divided by the gender of the project leader.

A slightly higher percentage of men (64%) obtained research grants from the National Science Centre, and 65% of grants from other sources were awarded to men (Fig. 6). The observed disparity may be due to the larger number of men in higher academic positions. To verify this, a selectivity coefficient in acquiring research projects was calculated, taking into account the number of men and women submitting grant applications.

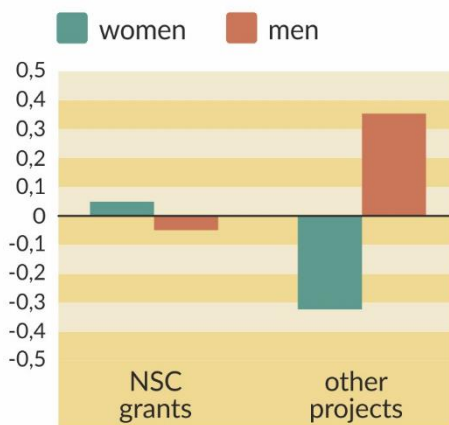


Fig. 7. Acquisition of research grants - selectivity coefficient (-1 means total avoidance, 1 means total preference) divided by the gender of the project leader.

Taking into account the gender proportion among scientific staff submitting grant applications, the selectivity coefficient indicates that there is no gender inequality in obtaining grants from the National Science Centre (NSC) at MRI PAS. However, when it comes to grants for research projects from other sources, which are not exclusive to scientific staff, men tend to receive them more frequently. Nevertheless, we do not observe a strong preference for men or avoidance of women (Fig. 7).

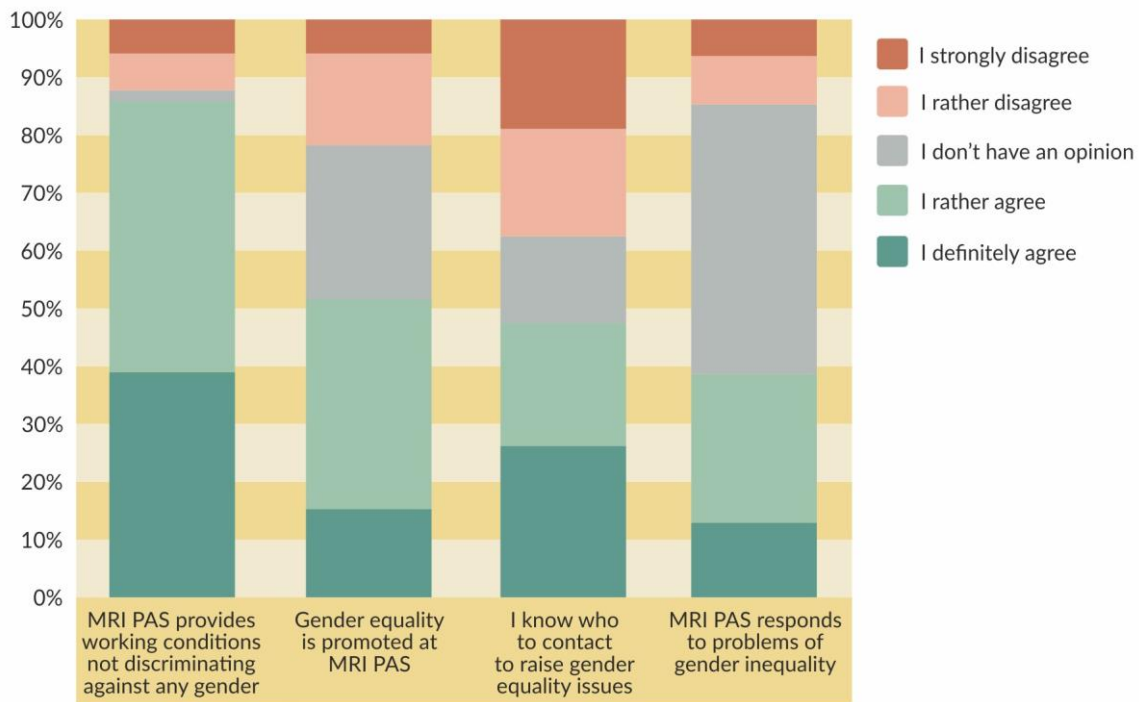
## II. RESULTS OF THE ANONYMOUS SURVEY

An anonymous survey was conducted among employees and students of MRI PAS with the aim of diagnosing the current situation of equal treatment at the institute, identifying areas that need improvement, and strengthening practices that will be evaluated as positive. The survey was devoid of any personal information to ensure complete anonymity. The survey questions covered the entire period of employment/Ph.D. studies at the institute, without the ability to verify when specific behaviours or observations occurred.

The study involved 87% of the institute's staff and Ph.D. students, specifically 72% of employees and 100% of Ph.D. students. In total, the survey was completed by 86% of women and 91% of men associated with MRI PAS. The majority of respondents (75%) had experience working/collaborating with MRI PAS for more than 6 years.

### 1. Working environment

Working conditions at MRI PAS were generally rated positively. According to the assessment of employees and students at MRI PAS, the institute provides non-discriminatory working conditions (responses of "somewhat agree" and "strongly agree" accounted for 85%; Fig. 8). When asked whether gender equality is promoted at MRI PAS, slightly over half of the respondents gave positive answers, while less than half of the employees indicated that they know whom to approach to address gender equality issues (Fig. 8). In response to the question of whether MRI PAS responds to gender inequality issues, 15% of respondents answered negatively (with the largest group of individuals indicating that they have no opinion; Fig. 8).



*Fig. 8. Results of the survey on the work environment at MRI PAS in the context of gender equality.*

In response to the question of who is assigned higher-level positions, 57% of respondents indicated men ("often men" and "mostly men"), with no responses indicating women (Fig. 9). On the other hand, when it comes to recognizing intellectual contributions during meetings, conferences, workshops, etc., the majority of respondents (70%) did not see any differences between men and women (Fig. 9). Similar opinions were shared by 65% of respondents regarding award allocation and recognition of outstanding achievements, as well as 65% in relation to support in preparing and writing grant proposals. However, respondents evaluated that administrative duties are more frequently assigned to women (75% of responses indicated "mostly women" and "often women"; Fig. 9).

Furthermore, when asked whether training and career development opportunities at MRI PAS are gender-related, the vast majority of respondents (85%) answered that they do not see any differences (Fig. 9).

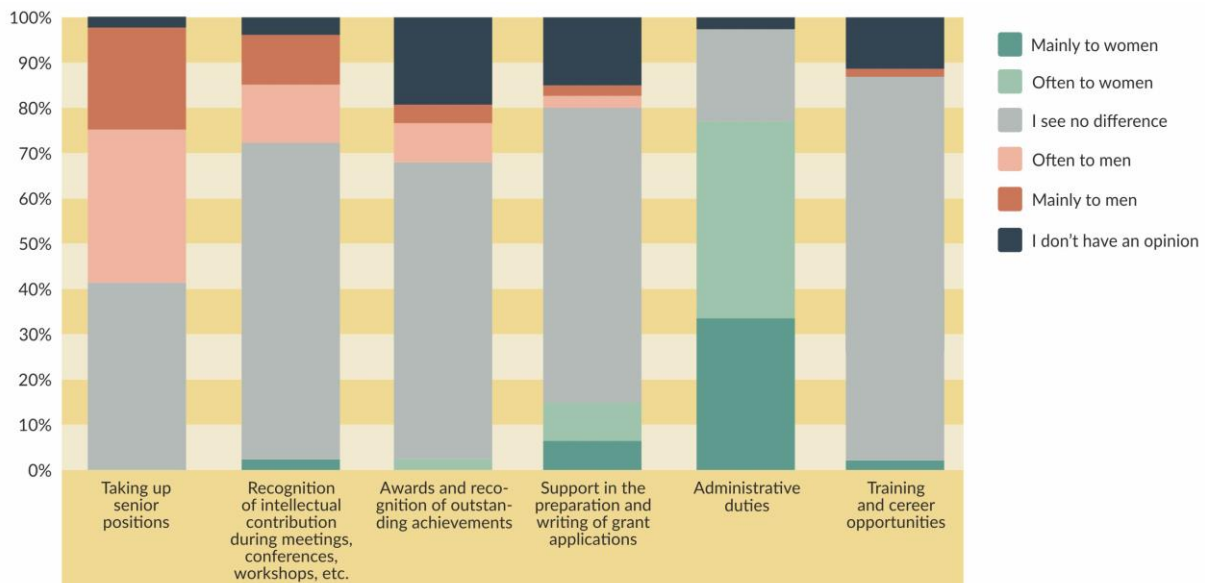


Fig. 9. Survey results regarding the division of responsibilities and recognition of merits at MRI PAS in the context of gender equality.

## 2. Work conditions, work-life balance, equal treatment

The majority of respondents indicated that they were familiar with the following work arrangements: on-demand leave, flexible working hours, remote work (home office), and part-time work. However, the last two options received the highest number of responses indicating that they were aware of their availability but had not used them.

In most cases, the assessment of the working conditions at the Institute was positive. 81% of respondents declared satisfaction with their work, 70% believed that good relationships prevail in their work environment, with colleagues trusting and supporting each other in various matters. 64% considered their work to offer good career development prospects, 59% felt that MRI PAS as an institution motivates them to achieve the best results, 56% had the perception that their contribution to work is appreciated, and 46% stated that they felt job security in terms of employment conditions and stability (44% expressed the opposite opinion, while the remaining respondents did not have a definite opinion).

How often during the last three months did you experience the following?

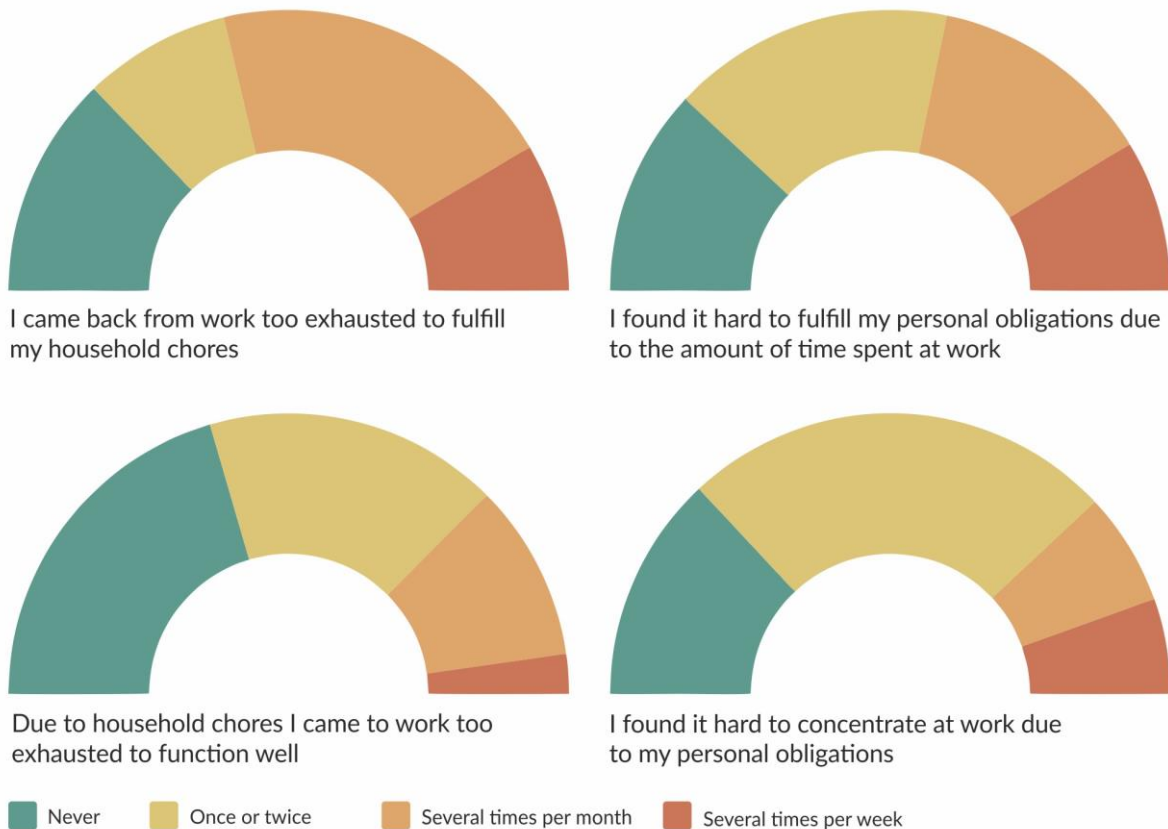


Fig. 10. Results of the survey regarding the challenges of balancing professional work and personal life.

The majority of respondents experienced difficulties in balancing their professional and personal lives, with both spheres negatively impacting each other. However, only a small percentage reported these occurrences happening more than a few times a month (Fig. 10). Additionally, nearly 40% of the survey participants expressed the belief that work in the Institute is disproportionately distributed, with some feeling burdened by work performed for others.

The survey also included questions regarding experiences of workplace bullying, sexist behaviours, and sexual harassment among employees and doctoral students of MRI PAS. Workplace bullying was defined as persistent and prolonged actions or behaviours directed at an employee that result in diminished professional value, humiliation, isolation, or exclusion from the team. Sexist behaviours referred to prejudice or discrimination based on gender, often associated with the belief that one gender is inferior to the other. Sexual harassment was defined as unwanted sexual behaviour that violates the dignity or humiliates the individual.

Among all respondents (42 individuals), 12 reported experiencing workplace bullying at the Institute, four reported sexist behaviours, and two reported sexual harassment. Based on additional comments from respondents, the sexist behaviours primarily involved inappropriate comments about their appearance and behaviour, as well as indecent jokes. Similarly, the survey included a question about witnessing these behaviours towards other employees or collaborators at MRI PAS. Among 34 respondents, nine witnessed workplace bullying, eight witnessed sexist behaviours, and one witnessed sexual harassment.

When asked about the need for training on preventing workplace bullying, sexist behaviours, and sexual harassment at MRI PAS, 57% of respondents answered positively, while only 17% believed there was no need for such training.

The survey also included additional questions regarding menstrual leave as an additional form of leave granted to individuals who experience menstrual pain that hinders their ability to perform their duties and cannot be eliminated through medical means. The majority of respondents supported the introduction of such a policy (83%). The most popular form of requesting menstrual leave was through direct communication with their immediate supervisor (64% of responses), while fewer respondents preferred informing the secretariat (36% of responses). According to the majority of MRI PAS employees, menstrual leave should range from 1 to 2 or 1 to 3 days, depending on individual needs (48% and 39% of responses, respectively). Furthermore, respondents believed that such leave should be available upon expressing the desire to utilize it, without the need for presenting a medical certificate (73% of responses).

In summary, the survey results indicate disparities in career development between individuals of different genders at MRI PAS, as well as the occurrence of violent behaviours. It can be presumed that the identified disparities, especially in higher positions, are largely a consequence of an unequal and exclusionary approach towards staff that was commonly present in scientific institutions. Although the majority of individuals working at MRI PAS believe that the institute provides a friendly work environment, there is a clear need for changes to eliminate unacceptable behaviours. One of the goals of the actions related to the Plan is also to achieve gender balance among individuals working in all positions at MRI PAS.

### III. GOALS AND PRIORITIES OF ACTIONS UNDERTAKEN FOR THE SAKE OF EQUALITY

The analysis of the survey results indicates that Mammal Research Institute, Polish Academy of Sciences (MRI PAS) has been positively evaluated as a workplace by its employees, particularly in terms of the opportunities for scientific career development it offers. However, the data analysis conducted during the preparation of the Gender Equality Plan has identified areas that require significant engagement in order to achieve a culture of gender equality at MRI PAS. The actions taken at MRI PAS will involve the entire institute's staff, and the implementation of these actions will be overseen by the Equal Treatment Team, with the Equality Officer appointed as the team leader. The term of the team coincides with the duration of the current Gender Equality Plan, which is from 2023 to 2026. The Director of MRI PAS is responsible for taking all necessary actions to implement the plan, including ensuring the necessary resources.

The implementation status of the Plan and the level of achieved indicators will be monitored annually using tools developed by the Team. The collected data and its analysis will serve to adjust the current Plan or as a basis for introducing other corrective measures tailored to the needs and resources of the Institute and the MRI PAS community. Documentation of the implementation of individual actions will be collected within the organization's knowledge resources, archived in accordance with records management procedures, and made available for review.

The training sessions planned below may combine topics from different objectives, without the need to conduct them separately. Their frequency will depend on assessments developed based on survey results and any reports of unacceptable behavior.

#### **Goal 1: Increasing knowledge about equality issues**

Implementation of this goal aims to strengthen positive attitudes towards diversity, raise awareness and combat gender stereotypes, shape equal relationships among individuals working at MRI PAS, and sensitize the entire staff to potential forms of gender-based violence.

#### **Actions**

**1.1.** Conducting training and workshops for all employees at MRI PAS on knowledge related to discriminatory behaviours, violence, bullying, and harassment, as well as strategies to prevent and address these practices. Providing training on equal treatment for employees and students at MRI PAS, covering legal and psychological aspects of this issue, along with practical components such as workshops on combating gender biases and promoting effective communication among employees of different genders.

Indicator: training of at least 80% of the MRI PAS staff

Target group: MRI PAS staff

Responsible units: Equal Treatment Team

**1.2.** Ensuring the regularity of training sessions to include newly hired individuals and to update the knowledge and skills of existing employees and students.

Indicator: Training of at least 80% of newly hired staff and individuals commencing studies at the BioPlanet Doctoral School every two years

Target group: MRI PAS staff

Responsible units: Equal Treatment Team

**1.3. Conducting anti-discrimination training for the management staff.**

Indicator: At least 80% of the management staff (Director, Deputy Director; heads of scientific groups, heads of laboratories, heads of administrative units) have completed training on preventing mobbing and discrimination

Target group: Management staff; for the purposes of equality measures, management staff are defined as all individuals who organize the work of others: the MRI PAS Director and his/hers deputies, research group leaders, laboratory coordinators, grant managers, PhD students' supervisors, the curator of the Scientific Collection, the chief accountant, Coordinator of the Doctoral School, and HR Department staff.

Responsible units: Equal Treatment Team

**1.4. Training the Equal Treatment Team members, particularly the Equality Officer, on issues related to equal treatment.**

Indicator: Each member of the Team completes two training sessions within four years

Target group: members of the Equal Treatment Team

Responsible unit: Equal Treatment Team

**1.5. Creating an atmosphere of open communication and engagement where employees and students have the opportunity to express concerns, suggestions, and experiences related to gender equality and engage in discussions on these topics.**

Indicators:

- conducting surveys at least once every two years on workplace atmosphere, work–life balance, and cases of mobbing and discrimination, allowing for the free expression of opinions;
- conducting surveys after each training session in which participants can evaluate their usefulness;
- appointment of an Equality Officer;
- organizing training on effective communication by the end of 2025, with at least 80% of MRI PAS staff participating

Target group: the entire community of the MRI PAS

Responsible units: the Equal Treatment Team is responsible for organizing the training; the Institute Director is responsible for appointing the Equality Officer

**1.6.** Distributing the Plan among employees and doctoral students and publishing the Plan in Polish and English versions on the MRI PAS website.

Indicator: availability of the Gender Equality Plan in different formats (paper and electronic)

Target group: MRI PAS staff

Responsible unit: Equality Officer

## **Goal 2: Enhancing Work-Life Balance**

Promotion of work-life balance will be achieved through:

### **Actions**

**2.1.** Conducting necessary training on employee well-being and work-life balance.

Indicator: delivery of at least one training session on maintaining work-life balance during the implementation period of the current Gender Equality Plan

Target group: the entire Institute community

Responsible units: Equal Treatment Team

**2.2.** Informing employees about available forms of leave and flexible work arrangements (such as individual work schedules, task-based work, remote work) according to internal regulations.

Indicator: individual notification of MRI PAS staff

Target group: MRI PAS staff

Responsible units: HR Department; Coordinator of the Doctoral Studies

**2.3.** Implementing solutions to facilitate remote work and caregiving responsibilities (e.g., online meetings, collaborative work tools).

Indicator: provision of tools by the Institute for conducting online meetings

Target group: MRI PAS staff

Responsible unit: IT Department

**2.4.** Diagnosis of the needs of individuals returning to work after parental leave in terms of support from MRI PAS, and development of appropriate support actions.

Indicator: conducting meetings with all individuals returning to work after parental leave during the implementation period of the Gender Equality Plan for 2023–2026

Target group: individuals returning to work or resuming studies at the Doctoral School after parental leave

Responsible units: HR Department; Equality Officer

- 2.5.** Assessing the need for introducing menstrual leave and determining the scheme for its provision if implemented.

Indicator: conducting consultations among MRI PAS staff and reviewing relevant legal solutions

Target group: menstruating individuals among MRI PAS staff

Responsible units: Equal Treatment Team; HR Department

### **Goal 3: Achieving Gender Balance in Advisory and Decision-Making Bodies**

Priority in this case is to include in the institute's management such a number of women that corresponds to the actual gender proportions among the employees, and to ensure gender balance in all decision-making processes within MRI PAS.

#### **Actions**

- 3.1.** Striving to introduce a gender parity policy where a minimum of 30% representation of women is ensured in each advisory and decision-making group.

Indicator: gender composition of advisory and decision-making bodies

Target group: individuals appointing or proposing the composition of decision-making or advisory bodies

Responsible units: Equal Treatment Team

- 3.2.** Formulating internal guidelines regarding gender-balanced representation in teams, committees, boards, and among the management staff, disseminating them among MRI PAS employees and doctoral students, and promoting the participation of women in these bodies and leadership positions. According to the guidelines, there will be a requirement to maintain a minimum gender balance when appointing teams, committees, and boards.

Indicator: composition of decision-making and advisory bodies

Target group: individuals responsible for appointing or proposing the composition of decision-making or advisory bodies

Responsible units: Equal Treatment Team

- 3.3.** Promoting external mentoring programmes, events supporting collaboration among women in science, women-focused conferences, and competitions for women in science among female researchers

Indicator: at least one announcement per year about such events

Target group: women working in research or studying at the BioPlanet Doctoral School

Responsible units: Equal Treatment Team

#### **Goal 4: Ensuring gender equality throughout the scientific career trajectory**

The implementation of this goal is in line with the Polish Labour Code, which includes the European Union Directive 2006/54/EC of the European Parliament and of the Council of 5 July 2006 on the implementation of the principle of equal opportunities and equal treatment of women and men. The overriding priority will be to create a work environment that is friendly to every individual and free from prejudice and discrimination. Therefore, the priority should be to ensure gender equality throughout the scientific career trajectory, from the recruitment process (for scientific and non-scientific positions) through scientific development to academic advancement and positions held. Achieving this goal also involves equal treatment in terms of remuneration, an area where MRI PAS currently shows no discrepancies.

#### **Actions**

##### **4.1. Maintaining pay equality between employees of all genders**

Indicator: salary levels of employees in equivalent positions, and stipend levels of doctoral candidates

Target group: MRI PAS staff

Responsible units: Accounting Department; Equality Officer

##### **4.2. In the implementation of this goal, the recruitment procedures for employees and doctoral students at MRI PAS will be reviewed by the Equal Treatment Team to ensure adherence to principles of fairness and equal treatment in the recruitment process of new employees and students.**

A set of guidelines and best practices for equal treatment in the recruitment process of new personnel and students will be developed. Such a tool will facilitate decision-making by those involved in the recruitment process, ensuring full transparency in terms of gender equality. All job advertisements and offers for doctoral studies prepared at MRI PAS will be formulated in a gender-neutral language, without any indications suggesting a preference for any gender. The pursuit of equal treatment will also include ensuring maximum gender balance in the evaluation and selection committees for recruitment processes.

Indicator: a set of good practices for recruitment procedures in the form of an official document

Target group: members of recruitment committees

Responsible units: Equal Treatment Team; MRI PAS Director; Deputy Director

#### **Goal 5. Countering gender-based violence**

The problem of gender-based discrimination and the various forms of violence associated with it, including a wide range of behaviours of different severity (from verbal violations of dignity to violations of personal safety and sexual freedom, to sexual assaults), should be eliminated from social life. Effective counteraction to gender-based discrimination involves increasing awareness of individuals' personal rights regardless of their gender, as well as protecting those rights. It also entails the need for transparent guidelines for providing support to individuals experiencing gender-based

violations, taking into account both discretion and confidentiality, as well as psychological and legal assistance.

### **Actions**

- 5.1.** Organizing anti-violence training for employees and students at MRI PAS, including practical workshops that showcase both good and bad practices related to discriminatory and violent behaviours. The training will be mandatory for all employees and doctoral students at MRI PAS.

Indicator: training of at least 80% of MRI PAS staff every two years

Target group: MRI PAS staff

Responsible units: Equal Treatment Team

- 5.2.** Implementing periodic anti-violence training to ensure that new employees are familiarized with the necessary content and skills, and to update and enhance the engagement of previously trained employees.

Indicator: training of at least 80% of newly hired staff and individuals commencing studies at the BioPlanet Doctoral School every two years

Target group: MRI PAS staff

Responsible units: Equal Treatment Team

- 5.3.** Developing a procedure for reporting gender-based violence incidents and mechanisms for handling such reports, to be carried out by the Equal Treatment Team.

Indicator: issuance, by the end of 2024, of an official ordinance containing the “Policy on preventing unequal treatment, discrimination, mobbing, and other undesirable behaviors at MRI PAS,” taking into account the role of the Equality Officer and the Equal Treatment Team

Target group: MRI PAS staff

Responsible unit: Equality Officer

- 5.4.** Development and implementation of a procedure for collecting reports of sexist behavior, mobbing, harassment (including sexual harassment), and other forms of unequal treatment or abusive conduct; including the possibility of anonymous reporting and ensuring support for individuals who have experienced such behavior

Indicator: issuance, by the end of 2024, of an official ordinance containing the “Policy on preventing unequal treatment, discrimination, mobbing, and other undesirable behaviors at MRI PAS,” taking into account the role of the Equality Officer and the Equal Treatment Team

Target group: MRI PAS staff

Responsible units: Equality Officer

**5.5.** Analysis of the possibility of using independent mediators in difficult situations related to work at MRI PAS

Indicator: collection of information on available institutional support and its communication to MRI PAS employees and BioPlanet Doctoral School students

Target group: MRI PAS staff

Responsible units: Equality Officer; HR Department

**5.6.** Assessment of the availability of the first line psychological and legal support in difficult situations related to mobbing or violence occurring between individuals employed at MRI PAS or studying at the BioPlanet Doctoral School

Indicator: collection of information on available institutional support and its communication to MRI PAS employees and BioPlanet Doctoral School students

Target group: MRI PAS staff

Responsible units: Equality Officer; Equal Treatment Team; HR Department