

National Research Institute of Animal Production

Gender Equality Plan for 2022–2024

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1. Introduction

The National Research Institute of Animal Production is committed to promoting equality and preventing discrimination in all its activities. The Institute makes efforts to strengthen attitudes of equality and to create an atmosphere of respect for diversity, recognizing and analysing current practices and structures for risks related to unequal treatment. Equality, directly and indirectly, affects the quality of diverse and multidimensional daily life. The Institute seeks to promote a sense of community, trust and mutual respect in all interactions of the Institute's employees, and seen as the foundation of these efforts is education and drawing the attention of the Institute's community to the fact that people are different but equal. Awareness of institutional support for pro-equality solutions creates a space for dialogue and openness and acceptance for all employees.

The concepts of equality and non-discrimination are usually understood as gender equality, but in a broader sense they mean the organization of the physical, psychological and social environment so as to ensure that all employees of the National Research Institute of Animal Production have equal opportunities to participate in professional and social life, regardless of personal characteristics. Equal treatment in this regard means ensuring the availability and usability of all processes and equipment, intelligibility and equality expressed in the transmission of information, the opportunity to participate in decision-making and career development.

On 27 October 2021, by decision of the Director of the National Research Institute of Animal Production, an Equal Treatment Team was established and one of its tasks was to develop an internal policy of the Institute for equal opportunities. The submitted Gender Equality Plan for 2022–2024 includes the diagnosis, goals and actions planned for implementation at the Institute in the set period. The solutions presented in the plan, the implementation of which will be analysed in the set timeframe, will form the basis for the development of permanent good practices of the Institute.

The plan is available in the Institute's open resources, on the website, at <http://www.iz.edu.pl/>.

2. Diagnosis

As part of the preliminary diagnosis, during the development of the Gender Equality Plan, an analysis of the Institute's workforce was conducted, taking into account the gender distribution of the various employee groups.

As of 30 November 2021, the Institute employs 274 people, including 171 women and 103 men.

There are 61 people employed in research positions, including 37 women and 24 men. The analysis of positions, with respect to gender shows a relative balance in employment above the position of assistant

professor, with a postdoctoral degree, while in the group of assistant professors there is a noticeable predominance of women. Detailed information is provided in the chart below:

Among research and technical employees, women predominate – 11 out of 18 are women.

The same proportions hold for engineering and technical employees, where 62 out of 86 employees are women.

In the group of administrative and economic employees, the gender ratio is holistically balanced, with 35 women and 30 men out of 65 employees classified in this group.

An analysis of the positions held by employees in this group, by gender, shows disparities, but these are related to the way in which the employment relationship is established (appointment) or the general tendencies towards certain choices by either gender (e.g., the predominance of men in IT positions).

Among the 30 employees in leadership positions (managers or deputies), the gender ratio is even – 15 women and 15 men.

In the group of library and scientific information staff, of the 18 employees, 13 are women.

An analysis of the positions held in this group is as follows:

For the last group of employees analysed, i.e. service workers, the analysis showed gender equality in terms of the number of men and women employed.

The results of the analysis show relative equality in gender distribution, with regard to the analysed groups of employees and positions. The disparities that occur, in some groups, are a normal and commonly present phenomenon. The Institute, thanks to the analysis, has information on how the gender distribution is shaped in relation to the various groups of employees. However, the priority in the HR policy of the Institute is not to persistently strive to equalize the percentage share of the sexes in the employee structure, but equal treatment both at the stage of recruitment and further career development, expressed primarily in the evaluation of the candidate and later the employee in terms of their competence and experience. In order to deepen the diagnosis in the field of equal treatment of the Institute's employees, requests were made to the Social Committee, representatives of the Trade Unions and the Committee for the Development of Scientific Personnel, to provide their opinions and observations on the existence and possible, from the point of view of their activities, threat of situations of gender inequality. The responses will be analysed in the course of the activities of the Equal Treatment Team.

3. Defining goals with an action plan

After a preliminary analysis, to the extent feasible based on the resources dedicated to this work, within the defined time frame, the following goals were identified:

3.1. Raising awareness of the importance of equality and strengthening positive attitudes towards diversity

Equality of opportunity between women and men is a state that guarantees social justice and sensitizes to the different needs of those who make up modern society. The goal of the equality approach is to counteract gender stereotypes and all inequalities, including by strengthening the competence-based approach. Every employee of the Institute, regardless of gender, should be evaluated and treated equally. Diversity in research planning will also be addressed as part of raising awareness of the importance of gender equality.

Planned activities:

The activities that are planned with regard to the objective of raising awareness of the importance of gender equality and strengthening positive attitudes towards diversity are primarily training and broadly defined education, related to the provision of information to the Institute's employees on the essence of the actions taken to promote equality, as well as building awareness and vigilance for possible adverse events.

3.2. Ensuring equality in recruitment and career advancement and raising awareness of the benefits of gender balance in decision-making processes

Employing representatives of each gender positively influences the achievement of business goals and the building of competitive advantages. Equality and diversity contribute to raising the level of scientific discourse and support interdisciplinary cooperation, allowing to learn about different perspectives and experiences, which not only positively affect the level of innovation, but also enable reaching different audiences with services and products.

Taking care of the equality policy at the Institute will help to build the image of a socially responsible unit, which, by strengthening the positive image of the National Research Institute of Animal Production as an employer, will help to establish cooperation with increasingly qualified specialists.

Planned activities:

To ensure equality in the recruitment and professional promotion process, equality issues will be included in the activities of those responsible for conducting recruitment processes and supporting career promotion processes for the Institute's employees. Increasing awareness of the benefits of equality in decision-making processes will be achieved through educational activities aimed at the Institute's management, planned under "Raising awareness of the importance of equality and strengthening positive attitudes towards diversity".

3.3 Making it easier to combine work and life responsibilities

Activities undertaken in accordance with the concept of work-life balance (WLB), in which work life and private life form a coherent whole to serve people's goals and expectations in accordance with their principles and values, are designed to support the Institute's employees in achieving them. The main idea of WLB is to find a balance between all aspects of life – work and career, and private life.

Planned activities:

In order to support employees, including those caring for children, the elderly and animals, in combining work and family responsibilities, the Equal Treatment Team will propose an analysis of the current state and expectations of employees, and as a result, will make proposals to introduce into the permanent good practices the principles of flexible working hours, mobile working hours, as well as the possibility of

remote working and other flexible forms of work (individual work schedule, task-based working time), to the extent to be agreed with decision-makers and representatives of the Institute's employees. The possibility of introducing the above solutions will be considered in relation to the possibilities and specifics of the duties performed.

To meet the needs of parents and caregivers of children, as well as those caring for the elderly or those in need of assistance, employed at the Institute, an analysis of support options will be prepared. In terms of support for child care, particularly at times when it is not provided by other institutions, the possibility of assistance, in the form of, for example, summer/winter play centres, care during holiday breaks, etc., will be analysed. The interest of employees in this type of support and its scope will be examined, as well as the Institute's capabilities with regard to the requirements of the solutions under consideration.

3.4 Combating gender-based violence and mobbing, and protecting and supporting its victims

The Institute has a Code of Ethics and an Internal Anti-Harassment Policy, which obliges the Institute community to eliminate all discrimination, mobbing, harassment, violation of bodily integrity or persecution of anyone, and to provide equal opportunities for employment, promotion, development and professional development.

The GEP involves raising awareness of the need to report discriminatory and demeaning actions, both by the person who has experienced them and by managers of the Institute's organizational units.

Preventing sexual harassment and mobbing, making employees aware of their rights in the workplace, and avoiding double standards in evaluating employees will all help create an environment where every person employed feels valued, all their talents are fully utilized, and the organization achieves its goals.

Planned activities:

Combating gender-based violence, as well as protecting and supporting its victims, depends to a large extent on the community's awareness of the above-mentioned issues, so the basic activities that are planned to strengthen this awareness are training courses for the Institute's employees, which will directly increase this awareness. The second pillar will be an analysis of the structures responsible in the Institute for countering undesirable phenomena and behaviour. In-depth interviews will be conducted with people who are members of the committees responsible for anti-mobbing activities that have been established so far, in the context of the risks they identify. On the other hand, the Institute's employees, while maintaining anonymity, will be asked for their opinions on their level of feeling of safety in relation to the threat of gender-based violence and the level of protection and support of possible victims. The method and scope to be covered by the survey addressed to the Institute's employees will be determined.

3.5 Identifying and removing any potential gender biases

The Institute has a Company Collective Bargaining Agreement for Employees of the National Research Institute of Animal Production, which sets out the principles of the policy of remuneration and other employee benefits, transparently, with a breakdown for each group of employees.

Planned activities:

In order to exclude unequal treatment in the area of implementation of employment regulations, an analysis of employee salaries will be drawn up, with the cooperation of staff supporting the work of the Team. In addition, it is planned to analyse newly created documents, regulations etc. for the use of equality language.

In accordance with the tasks specified in Ordinance No. 41/21, establishing the Equal Treatment Team, the Team is to act as a point of consultation and contact in matters of discrimination. The dates and form of meetings of the representative or the Equal Treatment Team will be agreed each time with the persons concerned, of which the Institute's employees will be informed by e-mail and on the occasion of training sessions, with particular attention to the fact that members of the Equal Treatment Team are committed

to confidentiality.

3.6 Monitoring and collecting data on the implementation of equality principles

The monitoring and collection of information on respect for equality principles at the Institute will allow us to assess the effectiveness of the measures taken, as well as to plan possible corrective actions with regard to the information obtained. The collected data will also be used to plan activities, in the next time perspective.

Planned activities:

Adherence to the principles of gender equality, monitoring of the degree of implementation of planned activities, and analysis of the possibility of undertaking other activities within the framework of the dissemination of equality policy, will be subject to periodic monitoring and evaluation. The Equal Treatment Team is responsible for developing and implementing an equal opportunity monitoring system, monitoring and collecting data, as well as preparing annual reports on the implementation of the equality policy and submitting them to the Director of the Institute, in accordance with Ordinance No. 41/21. Part of the data collection system will be an employee survey developed by the Equal Treatment Team as a temporary priority activity from the perspective of collecting information for further work.

4. Summary

The National Research Institute of Animal Production is introducing the Gender Equality Plan as a document aimed at structuring the measures taken to promote equality and oppose discrimination among employees.

The proposals for activities contained in this plan will be implemented in accordance with a schedule to be developed by the Equality Team, in early 2022.

The planned activities will be subject to ongoing evaluation and modification, taking into account the results of analysis in each area.

DIRECTOR

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