

# nanoGUNE's Gender Equality Plan 2019-2022 (GEP)

Last update: January 2021

## Introduction

A **Gender Equality Committee** was launched in May 2018 with the mission of securing a gender-bias free working environment at nanoGUNE. A few months later, an internal **diagnosis** was carried out in the framework of the [RI-PEERS EU project](#) – *Pilot experiences for improving gender equality in research organisations* (Grant Agreement No. 788171), in which nanoGUNE participates, and with the support of external advisors from Elhuyar Aholkularitza.

This diagnosis served as a basis for the development of a **Gender-Equality Plan (GEP)** to be implemented in the period 2019-2022. NanoGUNE's GEP proposes some measures in all the points identified in the diagnosis. We started to work on the action plan in October 2019.



**José M. Pitarke**

Director

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## Structures and resources

Two main structures work in coordination for the development of the plan:

### Motor Group

The main function of this group is to guide the process, create the right conditions for the proper development of the Plan, and coordinate all actions.

### Gender Equality Committee

The mission of the GEC is to achieve a working environment free of gender bias and inequalities at nanoGUNE, assisting and advising the center in all related issues.

The Gender Equality Committee is formed by different staff group members, and participation is open to all nanoGUNE team members.

The Motor Group is formed by those in charge of the GEP (the Director and the Outreach Manager) and an external expert on Gender Equality.

Therefore, nanoGUNE is investing important **human resources** to the development of the GEP, and has allocated some economical resources for the completion of the action plan.

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nanogUNE's 1st Gender Equality Plan has a total of 5 key areas, 10 objectives, and 39 actions.

Key area 1: Organizational culture	Key area 2: Recruitment, retention and career progression	Key area 3: Work-life balance	Key area 4: A safe working environment	Key area 5: Research
Obj. 1.1 Provide the necessary resources to ensure an effective GEP implementation > 4 related actions	Obj. 2.1 Ensure gender-sensitive and unbiased recruitment and promotion processes > 3 related actions	Obj. 3.1 Create a working environment where the integration of work and private life are possible > 7 related actions	Obj. 4.1 Prevent and combat sexual and gender-based sexist harassment > 5 related actions	Obj. 5.1 Promote gender-aware research at nanogUNE > 2 related actions
Obj. 1.2 Include the gender perspective in all the institutional processes > 7 related actions	Obj. 2.2 Promote initiatives to support the career advancement of the underrepresented gender > 3 related actions		Obj. 4.2 Ensure nanogUNE's health and safety policy includes women's specific needs >> 1 related actions	Obj. 5.2 Promote gender diversity and inclusivity at conferences > 2 related actions
Obj.1.3 Promote diversity and inclusivity with the institutional communication > 5 related actions				

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## Training actions

- The Gender Equality Plan includes different awareness raising trainings for our staff and decision-makers.

Action 1.3.1. Inclusive and gender sensitive communication.

Action 2.1.1 Equality and non-bias attitude in recruitment and promotion

Action 2.2.3. Team management and problem solving considering the gender perspective.

Action 4.1.3. Sexual and gender-based sexist harassment: resources and knowledge to face an hypothetical case of harassment.

Action 4.1.4. Sexual and gender-based sexist harassment: prevention and detection.

Action 5.1.1. Gender dimension in research.

Action 5.1.2. Gender equality in research.

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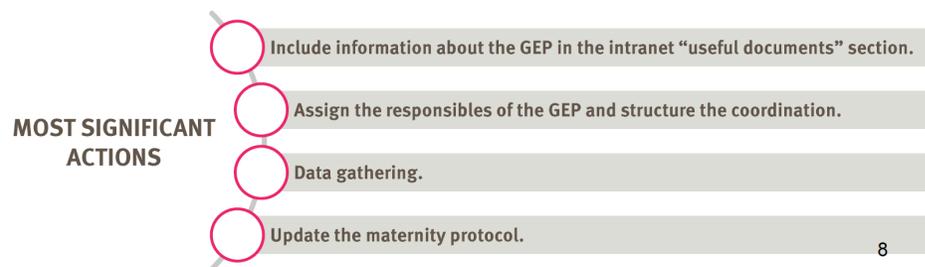
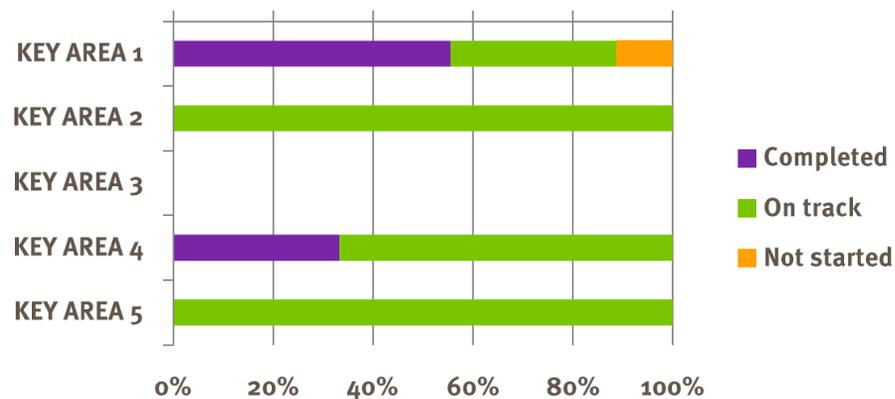
## Monitoring

- Both the Motor Group and the Gender Equality Committee monitor the implementation of the plan in order to ensure its completion and reorient possible deviations.
- A yearly report that includes level of achievement of the foreseen objectives and actions is prepared, as well as a Gender Report that includes sex/gender disaggregated data on personnel.

# nanoGUNE's Gender Equality Plan 2019-2022 (GEP)

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## Summary of 2019 yearly report



# nanoGUNE's Gender Equality Plan 2019-2022 (GEP)

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## 2019 Gender Report



### GENDER REPORT

In 2020, nanoGUNE is implementing 25 actions of its 2019-2022 Gender Equality Plan.

In this report, we summarize some relevant data from the period 2019, and we highlight some of the actions we are taking.

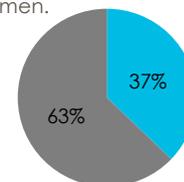
All data collection corresponds to 2019.

- Women
- Men

1

#### WORKFORCE DISTRIBUTION

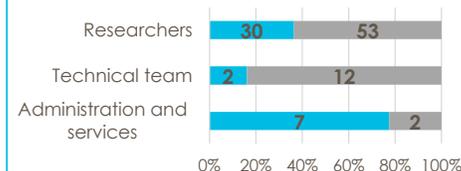
63% (67) of our employees are men.  
37% (39) of our employees are women.



2

#### HORIZONTAL SEGREGATION<sup>1</sup>

Concentration of women and men in different sectors and occupations. Men and women are clustered into specific job types within the nanoGUNE workforce.



<sup>1,2</sup> Definitions: EIGE Thesaurus.

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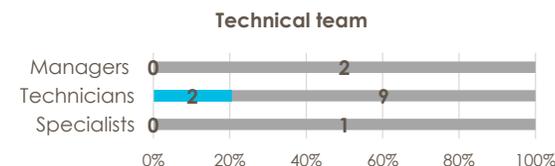
#### VERTICAL SEGREGATION<sup>2</sup>

Concentration of women and men at different levels of responsibility or positions.

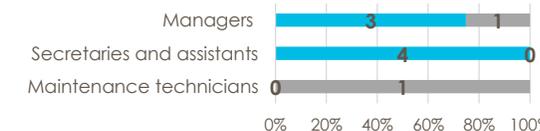
Genders are fairly balanced at the junior level (pre-docs, post-docs, and fellows); but women are absent at the senior level (directors and seniors).



More women than men are present at administration and services, while more men than women are present at the technical team.



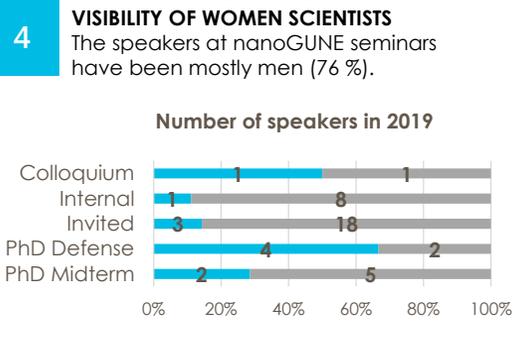
##### Administration and services



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## 2019 Gender Report



**5 WORK-LIFE BALANCE**  
Internal procedures regarding telework and the schedule of meetings within working hours have been approved.

**6 PROTOCOL FOR SEXUAL OR GENDER-BASED SEXIST HARRASSEMENT**  
The design of the protocol has been initiated with an *ad-hoc* training for Directors, Senior Scientists, and confidential counsellors.

**7 INCLUSIVE COMMUNICATION**  
An inclusive communication guide has been elaborated. A few general tips are given below.

1. Use generic words instead of gendered words such as mankind.
2. When the person's gender is unknown or irrelevant, avoid using gendered pronouns (he or she).
3. Make gender visible when it is relevant in order to understand the information you would like to transmit.
4. When writing a letter, use generic forms referring to the position of the recipient of the letter or, instead, write both Sir and Madam.
5. The civil status does not need to be specified. Use Mr. for men and Ms. for women, as they are both marital neutral.
6. Women should not be introduced following their relationship with men; instead, both genders should be introduced in a symmetric way. Use, for example, Mr. Smith and Ms. Johnson, instead of Mr. Smith and his wife or Mr. Smith and his assistant.
7. Always use the same naming for men and women. Use, for example, the first name for both or the last name for both.
8. When using images, make sure you are properly showing the real situation. Both men and women should be represented at the same level.

*This report has been elaborated by the Gender Equality Committee and the Driving Team in charge of the implementation of the 2019-2022 Gender Equality Plan.*

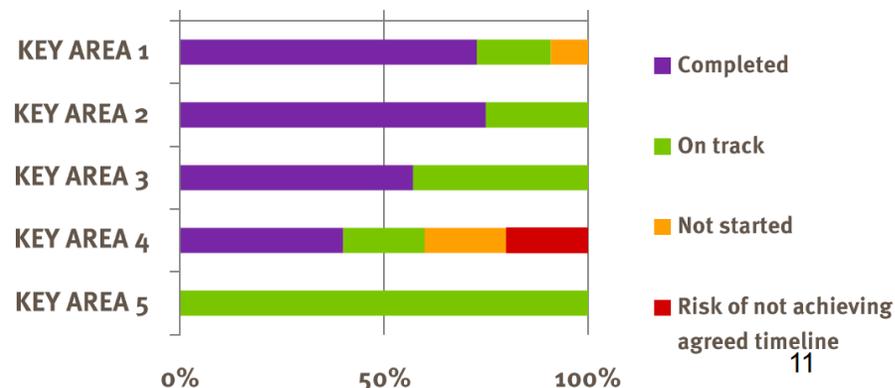
*To get in touch with the **Gender Equality Committee**, please send an email to [gec@nanogune.eu](mailto:gec@nanogune.eu)*

*R&I PEERS – This project has received funding from the European Union's Horizon 2020 research and innovation program, Grant Agreement No. 788171*

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## Summary of 2020 yearly report



### MOST SIGNIFICANT ACTIONS

- Express the commitment of nanoGUNE towards gender equality in the webpage.
- Create a Gender report.
- Create nanoGUNE's inclusive communication guide.
- Create a template to ensure inclusive writing of job profiles.
- Work to make work-life balance easier: internal rules about meeting hours and telework, agreement with a nearby nursery.
- Work on a mentoring program (still on track).
- Organize a training session on sexual and gender-based sexist harassment to directors, senior scientists and confidential counselors.

