

# EIBIR- Gender Equality Plan

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# 1. Introduction

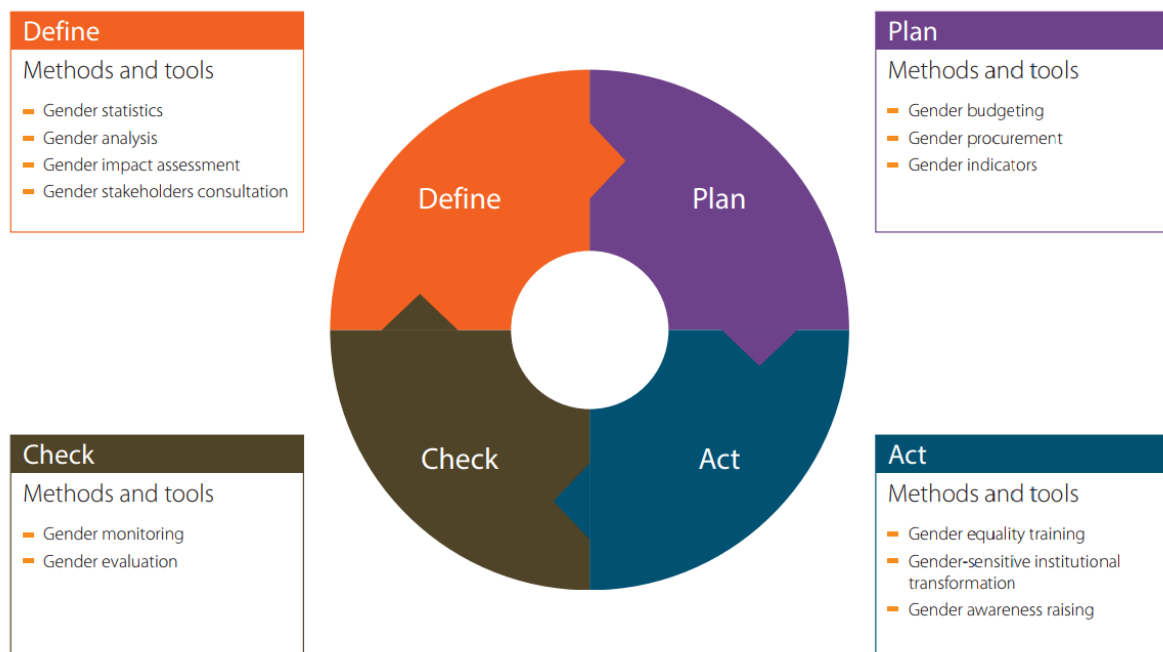
As a non-profit research organisation founded by the European Society of Radiology EIBIR is dedicated to the coordination of research projects and aims to support the development of biomedical imaging technologies and the dissemination of knowledge.

EIBIR's small team comprises less than ten employees who currently work as (Junior) Project Managers and/or in leadership positions.

EIBIR is committed to promoting gender equality as effectively as possible, considering the organisation's small size.

# 2. Definitions

The gender mainstreaming cycle is a tool designed to aid in developing a gender equality plan.



*1Gender Mainstreaming Cycle<sup>1</sup>*

**Define:** Analysing and assessing the state-of-play in the organisation

Tools can include, for example, gender statistics, gender analysis, gender impact assessment, gender stakeholders consultation.

**Plan:** Planning how to set up a Gender Equality Plan

Tools can include, for example, gender budgeting, gender Procurement, gender indicators.

**Act:** Implementing a Gender Equality Plan

Tools can include, for example, gender equality training, gender-sensitive institutional transformation, gender awareness-raising.

**Check:** Monitoring and evaluating progress of the Gender Equality Plan

Tools can include gender monitoring, gender evaluation.

<sup>1</sup> <https://eige.europa.eu/gender-mainstreaming/toolkits/gear/step-step-guide/step-1>

## 2.1. Reviewing relevant legislation and policies in Austria

In Austria, section I of the Federal Act on Equal Treatment regulates equal treatment of men and women in the workplace and is, therefore, the basis for gender equality.

Section I of the Federal Act on Equal Treatment regulates that no one must be discriminated against in connection with an employment relationship on the grounds of sex, particularly marital status, or children.

Furthermore, Section I of the Federal Act on Equal Treatment defines what constitutes such discrimination. It differentiates between direct and indirect discrimination.

Direct discrimination occurs when one person is treated less favourably on the grounds of sex than another, has been, or would be treated in a comparable situation.

Indirect discrimination occurs where a neutral provision, criterion, or practice would put persons of one sex at a particular disadvantage compared with persons of the other sex unless a legitimate aim objectively justifies that provision, criterion, or practice and the means of achieving that aim are appropriate and necessary.

Section I of the Federal Act on Equal Treatment also defines sexual harassment and gender-based harassment as discrimination.

Furthermore, the Act regulates that all job advertisements must be gender neutral. It is therefore not allowed to post job advertisements only targeting one gender.

## 2.2. Evaluating dedicated resources for Gender Equality

Due to EIBIR's small size, the European Society of Radiology provides administrative support to EIBIR where needed. This includes specifically administrative support through the European Society of Radiology Human Resources department in topics related to Gender Equality.

Two employees of the Human Resources department (one full-time and one part-time) are involved in topics of Gender Equality. They dedicate part of their time to the existing Gender Equality measure and to developing and implementing new measures. Approximately 3% of their monthly working time is reserved for working specifically on Gender Equality issues (this equals approximately 7,5 hours per month).

## 2.3. Initial analysis of sex-disaggregated data about staff

For this initial analysis, sex-disaggregated data shall be defined, according to the European Institute for Gender Equality, as "Data collected and tabulated separately for women and men."<sup>2</sup>

### 2.3.1. Staff percentage by gender

Female	Male
62,5%	37,5%

### 2.3.2. Percentage of women and men in administrative decision-making positions

Female	Male
67%	33%

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<sup>2</sup> <https://eige.europa.eu/gender-mainstreaming/methods-tools/sex-disaggregated-data>

### 2.3.3. Percentage of female and male candidates applying for distinct job positions

#### Project Manager

Female	Male
59,5%	40,5%

### 2.3.4. Percentage of women and men having left the organisation 2018-2021, specifying the average numbers of years spent in the organisation

Female	Male	Total
67%	33%	100%
Ø 3,2 y.	Ø 2,4 y.	Ø 2,9 y.

## 2.4. Identifying the existing measures promoting gender equality

### 2.4.1. Gender-inclusive/gender-neutral job advertisements and recruiting process

EIBIR puts a high value on equality and has published only gender-inclusive and gender-neutral job advertisements for several years. This includes but is not limited to gender-neutral job titles and gender-neutral wording of tasks and required skills. During the recruiting process, EIBIR is as inclusive as possible and ensures that candidates are assessed based on their skills and competencies.

### 2.4.2. Gender-inclusive language in internal communication

EIBIR also puts a high value on equality not only during the recruiting process but in the workplace in general. Therefore, an increased emphasis is put on using gender-inclusive language in all internal communication. All genders are always addressed in all internal communication. Additionally, close attention is paid to the wording of all internal communication to prevent wording that might favour one gender. For example, in internal communication in German, both genders are addressed as "Kolleginnen or Kollegen". Alternatively, a medial capital I is used to emphasise that both genders are addressed (e.g. "KollegInnen").

### 2.4.3. Possibility of parental leave for both fathers and mothers

In accordance with Austrian law, EIBIR provides the possibility for both fathers and mothers to go on parental leave. Additionally, EIBIR takes all steps necessary to ensure employees' smooth reintegration after their return from parental leave. This includes, for example, ongoing communication between Human Resources/supervisor and the employee during parental leave.

### 2.4.4. Possibility of part time work (for parents)

Following and extending beyond the requirements by Austrian law, EIBIR offers the possibility of part-time work for parents after their return from maternity leave. Parents can arrange their working hours to meet the needs of them and their children best. EIBIR takes all necessary measures to ensure that parents working part-time and part-time workers, in general, are not discriminated against. This includes ensuring that all part-time workers are considered for promotions, new projects, and salary increases equal to their full-time working colleagues. Additionally, this includes, for example, ensuring that all meetings are held within the regular working hours of the part-time working colleagues whenever possible to ensure that they can participate unrestricted.

#### 2.4.5. Flexibility to combine work and parenting

EIBIR tries to meet employees needs whenever possible. Together with the employees, EIBIR works on offering as much flexibility as possible, especially for parents. This includes, for example, the possibility to take time off spontaneously in case of emergencies and the possibility to work from home.

#### 2.4.6. Equal pay

EIBIR offers an equal pay scheme based on skills and performance and does not discriminate against employees based on their gender or any other subjective criterium. Salary negotiations are always based on the results of the annual performance reviews.

### 3. Plan & Act – Goals and planned actions

#### 3.1. Improving existing measures

EIBIR is determined to improve existing measures that promote gender equality continuously.

The process of improvement is divided into four steps.

##### **Step 1:** Evaluate existing measures

In chapter 0 of this gender equality plan, EIBIR has identified existing measures.

##### **Step 2:** Research, Benchmark, Best Practice

Research on measures promoting gender equality in similar organisations in Austria will be conducted to identify best practice examples that can be used as guidelines for improving EIBIRs existing measures. Information material and guidelines provided by organisations specialising in gender equality will be used as a further resource of improvement.

##### **Step 3:** Adapt and Implement

Best practice examples from other organisations will be adapted if necessary and implemented to improve existing measures to promote gender equality within EIBIR.

##### **Step 4:** Repeat

Steps 1-3 will be repeated on a yearly basis to ensure continuous and consistent improvement of the existing measures.

#### 3.2. Identifying possible new measures

In addition to improving existing measures, EIBIR strives to implement new measures to promote gender equality. A four-step plan is used to identify and implement possible further measures.

##### **Step 1:** Identifying possible new measures

EIBIR values employee opinions and ideas. Therefore, employees will be surveyed to identify possible new measures to promote gender equality. Employees can bring in new ideas through anonymous questionnaires and face-to-face interviews, and employees' needs can be identified.

##### **Step 2:** Planning possible new measures

Based on the outcomes of step 1, the implementation of possible new measures can be planned. Similar to the process of improving existing measures, best practice examples from other organisations can also be researched and used in the adapted form here.

**Step 3: Implementation**

After the planning phase, new measures will be implemented as planned. For a successful implementation, it is vital to involve all stakeholders in the implementation process.

**Step 4: Monitoring and adjusting**

After implementation, new measures will be monitored regularly. If needed, adjustments can be made after the implementation if the stakeholders see them as necessary.

### 3.3. Implementing planned new measures

#### 3.3.1. Gender Equality Trainings

EIBIR plans to implement training on Gender Equality on different organisational levels.

All current EIBIR employees will receive training on the topics of Gender Equality and, more specifically, on unconscious bias in relation to Gender Equality. These trainings will take place as online webinars conducted by experts in the field.

In addition, EIBIR's leadership and the responsible Human Resources employees will receive specific training on gender bias in recruitment, promotion, and career management to help them review their own behaviours and views and identify possible areas of improvement. These trainings will take place as online webinars conducted by experts in the field.

EIBIR commits to provide all current EIBIR employees, EIBIR leadership and responsible Human Resources employees with the trainings mentioned above within one year (until the end of August 2023).

EIBIR commits to providing training on the topics of Gender Equality and, more specifically, on unconscious bias in relation to Gender Equality to all future new EIBIR employees within the first year of their employment with EIBIR.

#### 3.3.2. Flexitime work model

To meet the employees' requests for more flexibility and independence in structuring their workday, starting September 2022, EIBIR will offer all current and future employees the possibility to work in a flexitime model.

The flexitime model will allow employees to plan their daily working hours more freely. It is another measure that especially benefits working parents because they can best arrange their working hours to meet their children's needs.

The flexitime model will be evaluated after one year (at the end of August 2023), and policies will be amended if necessary.

## 4. Check – Monitoring and Evaluation

### 4.1. Monitoring and evaluating existing measures

#### 4.1.1. Gender-inclusive/gender-neutral job advertisements and recruiting process

By constantly monitoring and evaluating the publication of job advertisements, the aim is to ensure that EIBIRs job advertisements are as gender-inclusive and gender-neutral as possible. Monitoring and evaluation enable EIBIR to identify potential changes in practice or legislation and to improve constantly. By keeping an eye on newly published or improved guidelines for gender-inclusive or gender-neutral job advertisements from organisations specialising in gender equality, it can be ensured that EIBIRs job advertisements and recruiting process promotes gender equality.

EIBIR commits to reviewing current practice and relevant legislation quarterly and implementing any necessary changes immediately.

#### 4.1.2. Gender-inclusive language in internal communication

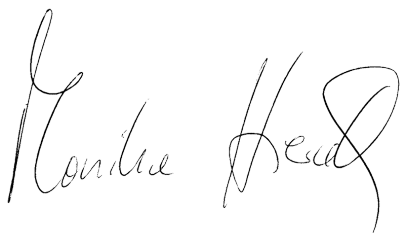
By sending out internal reminders regarding gender-inclusive language and staying informed about any possible changes in gender-neutral communication, EIBIR can ensure that gender-inclusive language is used daily for internal communication. Especially employees who continually communicate with many people are, in this way, sensitised regarding gender-inclusive language and its correct use.

#### 4.1.3. Monitoring planned new measures

As already explained in chapter 3.3, all newly implemented measures will be monitored and evaluated within the timeframes mentioned.

**EIBIR commits to provide regular progress reports on all above-mentioned points on a yearly basis.**

Vienna, August 2022



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