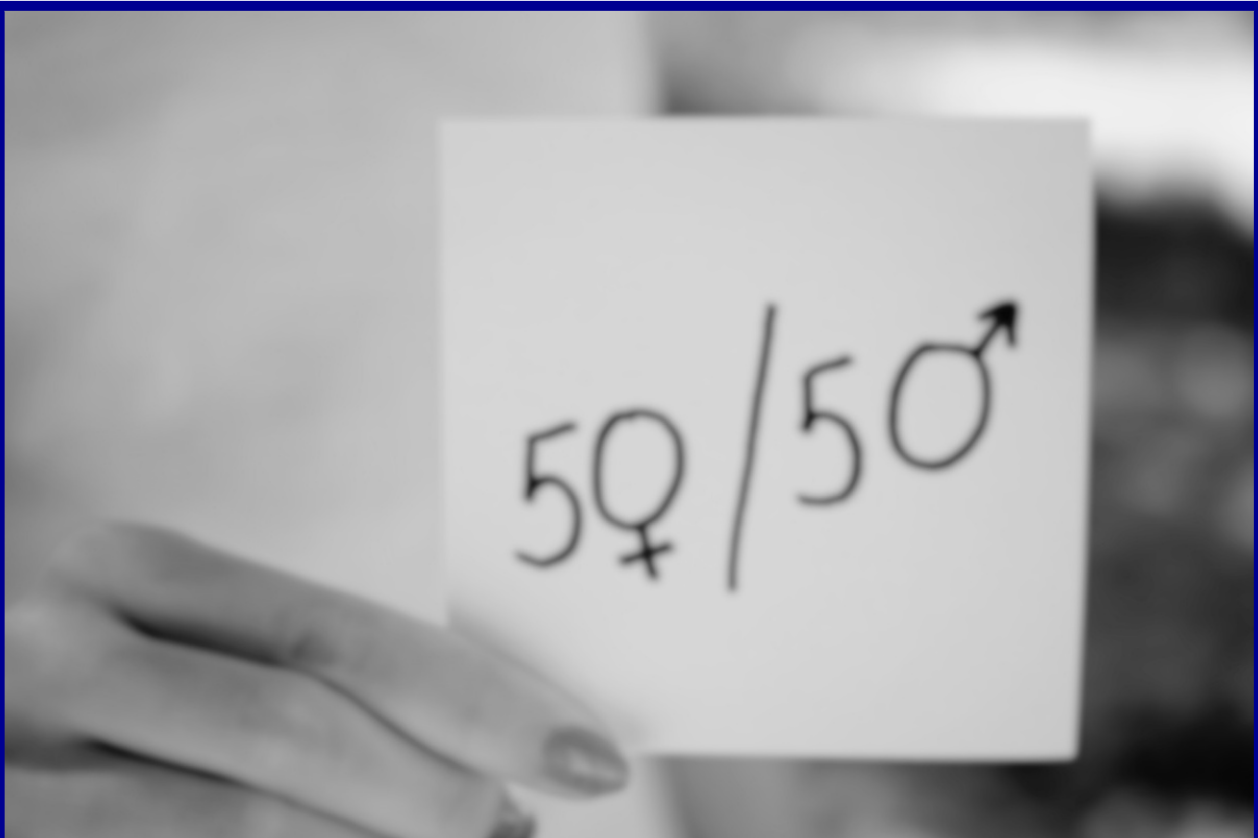
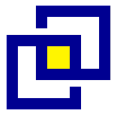


GENDER EQUALITY P L A N





INTRO

This Gender Equality Plan (GEP) is established pursuant to European Commission guidelines, relating to professional gender equality (GE).

For ECRIN, writing a GEP is seen as an opportunity to reaffirm its will to respect and develop equal opportunities and treatment at all stages of professional life, to go further into gender equality and to improve its practice in a continuous improvement process.

This first GEP is based on a quantitative diagnosis of the current workforce and on the reflexions of a small working group.

With this GEP, ECRIN wants to set up a first milestone by identifying a number of challenges and implementing an action plan covering the 5 recommended areas:

- **Work-life balance and organisational culture;**
- **Gender balance in leadership and decision-making;**
- **Gender equality in recruitment and career progression;**
- **Integration of the gender dimension into research and/or teaching content;**
- **Measures against gender-based violence including sexual harassment.**



CHALLENGES

METHODOLOGY & ANALYSIS OF ECRIN'S SITUATION

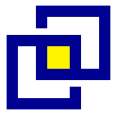
This GEP is based on an audit of the comparative situation between women and men at ECRIN. Given the modest workforce of ECRIN, the analysis of these figures must be cautious. However, it is a basis on which to build.

The fact clinical trials positions are mostly occupied by women in France has also to be taken into account. ECRIN tends to receive applications primarily from female candidates. That said, ECRIN shall pursue its efforts to take on its share to improve gender balance in recruitment.

In France, companies hiring more than 50 employees have the legal obligation to write down a "plan Egalité professionnelle", which presents similarities with the GEP. Though ECRIN's staff is under 50 employees, we also had a look at what is done in France by larger employers.

ECRIN is still a young organisation that has to structure and organise itself, as it grows. An important part of the measures included in this GEP refer to processes. Our goal is to address ECRIN'S challenges as an organisation and put Equality (Gender equality and others equalities) at the centre of our processes, leaving as little room as possible to unconscious gender bias





LIST OF CHALLENGES IDENTIFIED

Description & analysis from the gender audit

01 BETTER PROPORTIONAL BALANCE MALE/FEMALE

The current staff is composed of 13% male and 87% female members.

02 PROMOTING EQUAL ACCESS TO TRAINING AND PROJECTIONAL OPPORTUNITIES THROUGH REVIEWED HR PROCEDURES

Though the gender audit did not show inequalities, it is important to build processes leaving as little room as possible to unconscious gender bias.

03 DEVELOPING WORK-LIFE BALANCE TAKING INTO ACCOUNT THE CHANGES INTRODUCED BY THE COVID CRISIS

The Covid crisis has changed the way we work and the way we deal with our Work-Life balance. Work-Life balance is a key point of Gender Equality at work.

04 SUPPORTING EMPLOYEES IN THE LIFE STAGES THAT CAN INTRODUCE GENDER INEQUALITIES

Work-Life balance being a key point of Gender Equality at work, some life stages can take a toll on someone's career. Though this kind of situation did not appear in the audit, we choose include this challenge.

05 CHALLENGING WORKING CONDITIONS

As we have never run a survey on working conditions, this GEP seemed like a good opportunity to do it. The target is to go further in the GE audit for the next GEP and to see what can be improved for our employees.

06 PREVENTING GENDER-BASED VIOLENCE

No gender-based violence has been detected. All the more reason for implementing primary prevention.

07 MAINTAINING THE CURRENT SITUATION REGARDING THE INTEGRATION OF GENDER DIMENSION INTO RESEARCH AND/OR TEACHING CONTENT

Our current tools already enable us to take into account gender dimension in the projects we take a part into or directly manage.

08 MAINTAINING CURRENT SITUATION REGARDING GENDER BALANCE IN LEADERSHIP AND DECISION-MAKING SITUATION AMONG MANAGERS

Top senior management (cadres dirigeants) are a man and a woman. Both sexes are represented among senior management.

09 IMPROVING GENDER BALANCE IN LEADERSHIP AND DECISION-MAKING IN THE GOVERNING BODY

Our governing body shows a predominance of men (men being chair and women co-chair).





ACTION PLAN



2022-2023

01 BETTER PROPORTIONAL BALANCE MALE/FEMALE

Measure No.	Measures	Comments/details on the measures	Indicators	Responsibilities/Resources	Timelines
1.1	Use gender-neutral language in vacancy advertisements	Avoiding self-limitation among possible candidates	Usage of gender-neutral vocabulary in vacancy advertisement	Administration, Finance & HR unit	Already implemented
1.2	Disseminate vacancies across at least 3 platforms and/or websites	Reaching possible candidates from different background	Number of platforms on which vacancies are disseminated	Administration, Finance & HR unit	Already implemented





02 PROMOTING EQUAL ACCESS TO TRAINING AND PROJECTIONAL OPPORTUNITIES THROUGH REVIEWED HR PROCEDURES

Measure No.	Measures	Comments/details on the measures	Indicators	Responsibilities / Resources	Timelines
2.1	Updating appraisal	Appraisal template reviewed with senior management through a workshop. Having a first round of appraisals with the new template.	Holding the workshops and the first round of appraisals performed with the new template.	Administration, Finance & HR unit & Managers	Appraisal template reviewed through workshops: summer 2022. 1st round of the new appraisals: end of 2022/beginning of 2023
2.2	Setting up Professional interview	Professional interviews, that focuses on career development and training, are to take place once every two years and after a professional break (maternity leave, long sickness....)	Number of professional interviews performed	Administration, Finance & HR unit & Managers	Professional interviews took place between October and December 2022
2.3	Reviewing training plan process	Promoting equal access to training through reviewed HR procedures (to let as little room as possible to unconscious gender bias)	Number of hours of training according to gender	Administration, Finance & HR unit & Managers	New process launched at the beginning of 2023.
2.4	Reviewing Salary increase process	Promoting equal access to salary evolution through reviewed HR procedures (to let as little room as possible to unconscious gender bias)	Number of salary-increases according to gender	General Director & Administration, Finance & HR unit & Managers	End of 2023

03 DEVELOPING WORK-LIFE BALANCE TAKING INTO ACCOUNT THE CHANGES INTRODUCED BY THE COVID CRISIS

Measure No.	Measures	Comments/details on the measures	Indicators	Responsibilities/Resources	Timelines
3.1	Right to disconnect charter	Setting rules and encourage good practice	Issuing the charter	Administration, Finance & HR unit	June
3.2	Teleworking charter	Setting rules to organize team work and teleworking for eligible positions. Setting rules for boundaries between personal life and teleworking	Issuing the charter	Administration, Finance & HR unit	December 2022
3.3	Possibility to work part time at the request of the employee	Allowing employees to adapt working time to personal life	Number of employees working on a chosen part time	Administration, Finance & HR unit	Already implemented





04 SUPPORTING EMPLOYEES IN THE LIFE STAGES THAT CAN INTRODUCE GENDER INEQUALITIES

Measure No.	Measures	Comments/details on the measures	Indicators	Responsibilities/ Resources	Timelines
4.1	Information on the pension system	<p>In France, women tend to work longer than men and receive a lower pension. Giving information about how pension system works enable employees to have a better knowledge of their personal situation, and, possibly, to take steps to improve it.</p>	Holding the meeting	Administration, Finance & HR unit	May 2022 Update/ reminder when needed
4.2	Information on the CPF	<p>The CPF is a budget any employee can use for professional training. Giving information about it enables employees to have another access to professional training.</p>	Holding the meeting	Administration, Finance & HR unit	September 2022 Update/ reminder when needed
4.3	Teleworking charter including health situation	<p>Teleworking is one way to help employees keeping on working while dealing with a health situation. This kind of work organisation that can be particularly relevant during</p>	Holding the meeting	Administration, Finance & HR unit	December 2022

Measure No.	Measures	Comments/details on the measures	Indicators	Responsibilities/Resources	Timelines
4.4	Raising awareness about menopause	Menopause can have a huge impact on women. This subject is still taboo.	The precise nature of the action is yet to be defined. Therefore, the indicator as well.	Administration, Finance & HR unit	2023
4.5	Life insurance	Death and disability have a huge impact on both personal and professional life. As an employer, ECRIN gives their employees a good coverage. Having the employees aware of this coverage is important so they know the help and support they can ask for if need be.	Holding the meeting	Administration, Finance & HR unit	March 2023 Update/ reminder when needed
4.6	HR consultant to support managers and employees in case of personal situations	Managers and/or employees can ask for the support of a HR consultant.	The interventions being directly linked with personal situations, it is not possible to keep records for confidentiality reasons.	Administration, Finance & HR unit	Whenever it is needed.





05 CHALLENGING WORKING CONDITIONS

Measure No.	Measures	Comments/details on the measures	Indicators	Responsibilities/Resources	Timelines
5.1	Running a survey about working conditions	Working conditions, and in particular, professional/personal life balance affects Gender equality	Running the survey	Administration, Finance & HR unit	2023



06 PREVENTING GENDER-BASED VIOLENCE

Measure No.	Measures	Comments/details on the measures	Indicators	Responsibilities/Resources	Timelines
6.1	Work council (CSE) Referent for sexual harassment and sexist behaviours	Legal obligation for employers hiring 11 employees and more	Nomination of the referent and information to the employees	Administration, Finance & HR unit	Since December 2020
6.2	Raising awareness about harassment and sexism		Delivering a training	Administration, Finance & HR unit	2023





07 MAINTAINING THE CURRENT SITUATION REGARDING THE INTEGRATION OF GENDER DIMENSION INTO RESEARCH AND/OR TEACHING CONTENT

Measure No.	Measures	Comments/details on the measures	Indicators	Responsibilities / Resources	Timelines
7.1	Participation into projects including gender and non-discrimination dimension.	It is important to defend gender equality not only as an employer.	% of projects in which gender dimension is taken into account/ with gender perspective	Operations	Already implemented

08 MAINTAINING CURRENT SITUATION REGARDING GENDER BALANCE IN LEADERSHIP AND DECISION-MAKING SITUATION AMONG MANAGERS

Measure No.	Measures	Comments/details on the measures	Indicators	Responsibilities/ Resources	Timelines
8.1	Raising awareness	Raising awareness in case one/several managers are to be replaced	Proportion of male/female in top management	Top management	Already implemented

09 IMPROVING GENDER BALANCE IN LEADERSHIP AND DECISION-MAKING IN THE GOVERNING BODY

Measure No.	Measures	Comments/details on the measures	Indicators	Responsibilities/Resources	Timelines
9.1	Raising awareness	Assembly of members and Network committee are made of Chairs and Co-chairs: Chairs tend to be men and co-chairs women.	% of Female and Male in chair and co-chair positions	Governing bodies	Already implemented To be reminded





OVERVIEW

OF MEASURES PER RECOMMENDED USE

No.	Measures	Work-life balance and organisational culture	Gender balance in leadership and decision making	Gender equality in recruitment and career progression	Integration of the gender dimension into research and/or teaching content	Measures against gender-based violence including sexual harassment
01 BETTER PROPORTIONAL BALANCE MALE/FEMALE						
1.1	Use gender-neutral language in vacancy advertisements			X		
1.2	Disseminate vacancies across at least 3 platforms and/or websites			X		
02 PROMOTING EQUAL ACCESS TO TRAINING AND PROJECTIONAL OPPORTUNITIES THROUGH REVIEWED HR PROCEDURES						
2.1	Updating appraisal		X	X		
2.2	Setting up Professional interview		X	X		
2.3	Reviewing training plan process		X	X		
2.4	Reviewing Salary increase process		X	X		

No.	Measures	Work-life balance and organisational culture	Gender balance in leadership and decision making	Gender equality in recruitment and career progression	Integration of the gender dimension into research and/or teaching content	Measures against gender-based violence including sexual harassment
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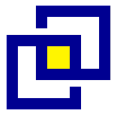
03 DEVELOPING WORK-LIFE BALANCE TAKING INTO ACCOUNT THE CHANGES INTRODUCED BY THE COVID CRISIS

3.1	Right to disconnect charter	X				
3.2	Teleworking charter	X				
3.3	Possibility to work part time at the request of the employee	X				

04 SUPPORTING EMPLOYEES IN THE LIFE STAGES THAT CAN INTRODUCE GENDER INEQUALITIES

4.1	Information on the pension system	X		X		
4.2	Information on the CPF			X		
4.3	Teleworking charter including health situation	X				
4.4	Raising awareness about menopause			X		X
4.5	Life insurance	X				
4.6	Support of a HR consultant to managers and employees in case of personal situation	X		X		X





No.	Measures	Work-life balance and organisational culture	Gender balance in leadership and decision making	Gender equality in recruitment and career progression	Integration of the gender dimension into research and/or teaching content	Measures against gender-based violence including sexual harassment
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05 CHALLENGING WORKING CONDITIONS

5.1	Running a survey about working conditions	X	X	X		X
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06 PREVENTING GENDER-BASED VIOLENCE

6.1	Work council Referent for sexual harassment and sexist behaviours					X
6.2	Raising awareness about harassment and sexism					X

07 MAINTAINING THE CURRENT SITUATION REGARDING THE INTEGRATION OF GENDER DIMENSION INTO RESEARCH AND/OR TEACHING CONTENT

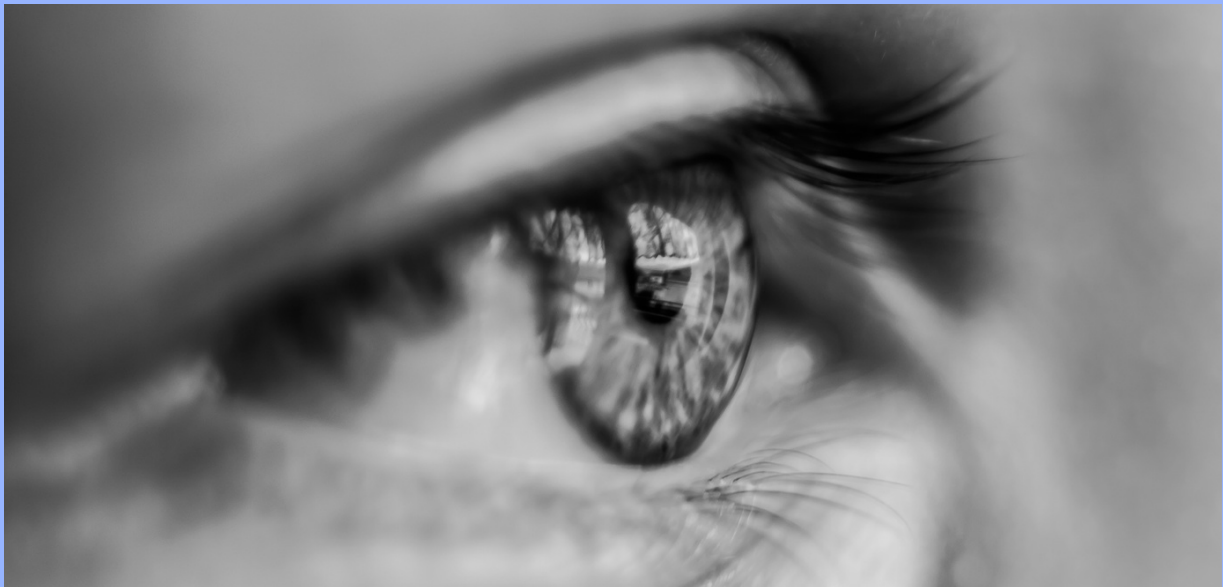
7.1	Decision making about taking part into a project including gender and non-discrimination dimension.				X	
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08 MAINTAINING CURRENT SITUATION REGARDING GENDER BALANCE IN LEADERSHIP AND DECISION-MAKING SITUATION AMONG MANAGERS

8.1	Raising awareness		X			
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09 IMPROVING GENDER BALANCE IN LEADERSHIP AND DECISION-MAKING IN THE GOVERNING BODY

9.1	Raising awareness		X			
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MONITORING & EVALUATION

The measures included in this GEP have started to be implemented in 2022 and will keep on being implemented in 2023, monitored by the designated responsible person/service.

Resources dedicated: one PM per year.

An evaluation by the GEP working group will take place at the end of the year 2023. This evaluation will be based on the results of the indicators described in this GEP. It will be used as a foundation for the 2024 GEP.

An idea for 2024 is to enlarge the GEP working group, adding more employees.





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