



***Gender Equality Strategy and Gender  
Equality Plan  
2022-2025***

*National Institute for Research & Development  
in Informatics - ICI Bucharest*

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## Abbreviations and definitions

GE	Gender equality
GEP	Gender equality plan
HoD	Head of Department
HR	Human Resources
GD	General Director
Sex	Either of the two major forms of individuals that occur in many species and that are distinguished respectively as female or male especially on the basis of their reproductive organs and structures ( <a href="https://www.merriam-webster.com/dictionary/">https://www.merriam-webster.com/dictionary/</a> )
Gender	The behavioural, cultural, or psychological traits typically associated with one sex ( <a href="https://www.merriam-webster.com/dictionary/">https://www.merriam-webster.com/dictionary/</a> )
Sex vs Gender	A clear delineation between sex and gender is typically prescribed, with sex as the preferred term for biological forms, and gender limited to its meanings involving behavioural, cultural, and psychological traits. In this dichotomy, the terms male and female relate only to biological forms (sex), while the terms masculine/masculinity, feminine/femininity, woman/girl, and man/boy relate only to psychological and sociocultural traits (gender) ( <a href="https://www.merriam-webster.com/dictionary/">https://www.merriam-webster.com/dictionary/</a> )



## **Introduction**

The Gender Equality (GE) Strategy for 2022-2025 was developed by the National Institute for Research & Development in Informatics - ICI Bucharest on the basis of input from the entire institute and takes into account every person who works in our research institute. The GE Strategy was built taking into account the provisions of the European Charter for researchers and of the Code of Conduct in the process of the recruitment of researchers, 2015-2019, the European Gender Equality Strategy 2020-2025 and the Horizon Europe guidance on gender equality plans.

The motivation for developing the GE Strategy is to ensure that our research institute is a safe place for everyone, and all the activities and processes that take place comply with the principles of equality, diversity, inclusiveness and non-discrimination.

The GE Plan (GEP) was developed based on the GE Strategy, with concrete actions and measures, as well as indicators for measuring the progress of its implementation and revisions.

Enforcing its mission and values, the GE Strategy and the GEP of the National Institute for Research & Development in Informatics - ICI Bucharest ensure and promote knowledge on equality and diversity and the acquisition of skills for all the employees. The objectives of the GE Strategy are implemented through specific actions that aim at safeguarding an equal and inclusive organizational culture and promoting gender-equality at all levels. Accordingly, the GE Strategy and the GEP will pro-actively enable gender equality awareness raising, skills and competences; gender balance in decision-making structures and processes; gender equality in research and integrating the gender dimension in the entire research process.



## **1. Review of requirements, policies and case studies**

Prior to developing the GE strategy and the GEP, the management of the National Institute for Research & Development in Informatics - ICI Bucharest created the function of GE Officer to conduct a literature review of the existing requirements, policies, recommendations, examples and case studies pertinent to discrimination, inclusiveness and gender equality.

## **2. Diagnosis (data collection and analysis)**

### **2.1. Data collection**

The following indicators were selected within the National Institute for Research & Development in Informatics - ICI Bucharest as relevant for the discussion on gender equality issues:

- The number of employees in terms of sex/gender at all levels, by domains, functions (including executive/administrative /support staff);
- The number of employees in terms of sex/gender in research positions;
- The number of employees in terms of sex/gender who attended professional training programs;
- The number of employees in terms of sex/gender who requested parental leave.



**Women and men in leadership positions**

**Table 1. Research institute executive positions**

Executive positions	Women	Men
<b>TOTAL</b>	<b>2</b>	<b>3</b>

**Table 2. Heads of departments / services / offices / compartments / laboratories / centers**

Heads of departments/ services/offices/ compartments/laboratories /centers	Women	Men
<b>TOTAL</b>	<b>14</b>	<b>30</b>

**Women and men in research positions**

**Table 3. Total number of research staff**

	CS I, CS II, CS III	CS and ACS	Total women	Total men
<b>Total women</b>	<b>12</b>	<b>20</b>	<b>32</b>	
<b>Total men</b>	<b>21</b>	<b>33</b>		<b>54</b>

**Women and men in administrative and support services**

**Table 4. Total number of women and men in administrative and support services**

Women and men in administrative and support services	Women	Men
<b>TOTAL</b>	<b>88</b>	<b>88</b>



## **2.2. Data analysis**

The conclusions of the analyzed data were approved by the General Director, and then communicated to the entire research staff of the institute.

The General Director committed to develop and implement the GEP for the National Institute for Research & Development in Informatics - ICI Bucharest for the period 2022-2025.

### **2.2.1. Quantitative analysis of data**

The analysis of numerical data demonstrated that at present:

- There is a gender balance in executive positions;
- There are more men than women in heads of departments/services/offices/compartments/laboratories/centers, women are more reluctant to take additional administrative responsibilities because of work-life balance;
- There are more men than women in research positions;
- The equal number of women and men in administrative and support services is reflecting good existing recruitment practices;
- There is a gender balance on career progression, the number of training attended by women and men is equal;
- 4 woman are on parental leave.

### **2.2.2. Qualitative analysis of data**

The qualitative research showed that:

- The gender dimension is not yet well integrated in research;
- The research institute is perceived as a safe place, without gender-violence or any type of harrassement;
- The research institute is overall perceived as inclusive;
- There is a noticeable lack of knowledge and guidelines about the gender equality, inclusiveness and non-discrimination.





The important conclusions of the internal analysis carried out at the National Institute for Research & Development in Informatics - ICI Bucharest are:

- We need to educate our staff on gender-equality;
- We need to communicate gender relevant actions and measures actively and efficiently;
- We need to develop a gender strategy and a GEP for 2022-2025, with clear actions and targets, and to appoint a person in charge of these actions.

### **3. GE strategy and GEP**

Based on the internal review and the national and European policies and requirements, the General Director committed to develop the institute strategy for gender equality for the period 2022-2025, and the corresponding GEP.

The executive management of the National Institute for Research & Development in Informatics - ICI Bucharest decided to create the function of GE Officer within the institute. The GE Officer has a proactive and a consultant role in implementing and monitoring the GE strategy.

Specifically, the GE Officer contributes to set up, implement, monitor and evaluate the GEP; provides practical support and tools to the actors involved in the GEP implementation; cooperates with and engage stakeholders at all levels in order to ensure the implementation of the GEP's actions; raises awareness about the benefits of gender equality in the research institute; assesses the progress towards gender equality in the institute.

The institute management mandated the GE Officer function within the institute to develop the GE strategy and the GEP 2022-2025.



### 3.1. GE Strategy 2022-2025

The GE Strategy comprises the following areas of intervention and objectives for 2022-2025:

Areas of intervention	Objective(s)
1. <b>Work-life balance and organisational culture</b>	Promoting integration of work with family and personal life
2. <b>Gender balance in leadership and decision-making</b>	Promoting gender equality in the institutional culture, processes and practice
3. <b>Gender equality in recruitment and career progression</b>	Promoting support on gender equality in career progression and recruitment
4. <b>Integration of the gender dimension into research content</b>	Promoting a gender and sex perspective in research process  Promoting the integration of a sex and gender perspective in research activity
5. <b>Measures against gender-based violence, including sexual harassment</b>	Raising awareness about the importance of equality issues and strengthening positive attitudes towards diversity

### 3.2. GE Plan 2022-2025

The GE Plan at the National Institute for Research & Development in Informatics - ICI Bucharest comprises areas of intervention, objectives, key measures, target audience, timeline, persons in charge, and indicators to measure progress.



**Area 1. Work-life balance and organisational culture**

**Objective: Promoting integration of work with family and personal life**

Actions/Measures	Target	Timeline				Indicator(s)	Person(s) in charge
		2022	2023	2024	2025		
1. Increasing efficiency and improving the relationship between personal and professional life for the employees returning from parental leave	Employees returning from parental leave	X	X	X	X	Awareness and guidelines for improving the skills of time management for the employees returning from parental leave	GE Officer HoDs HR
2. Availability of flexible working times arrangements (part-time working)	Employees returning from parental leave	X	X	X	X	Policies, procedures and services for work and personal life integration	HoDs GE Officer HR



**Area 2. Gender balance in leadership and decision-making**

**Objective: Promoting gender equality in the institutional culture, processes and practice**

Actions/Measures	Target	Timeline				Indicator(s)	Person(s) in charge
		2022	2023	2024	2025		
1. Routine revision of communications and images, from a gender equality and diversity standing point of view	All employees	X	X	X	X	Awareness on gender equality issues	GE Officer  Public Relations and Media Compartment
2. Promotion of initiatives to facilitate a widespread gender competence at all levels of the organization with provision of guidelines to all the employees.	All employees	X	X	X	X	Awareness and guidelines on gender equality issues	GE Officer



**Area 3. Gender equality in recruitment and career progression**

**Objective: Promoting processes to facilitate and support gender equality in career progression and recruitment**

Actions/Measures	Target	Timeline				Indicator(s)	Person(s) in charge
		2022	2023	2024	2025		
1. Carry out gender awareness initiative and create guidelines for gender equality in career progression and recruitment	All employees	X	X	X	X	Gender awareness initiatives and guidelines	GE Officer HR HoDs
2. Disseminate and communicate career good practices - role models for women.	All employees	X	X	X	X	- Initiatives for raising awareness on female role models - Initiatives for raising awareness on gender diversity in research teams	GE Officer



**Area 4. Integration of the gender dimension into research content**

**Objective: Promoting a gender and sex perspective in research process and research activity**

ActionS/MeasureS	Target	Timeline				Indicator(s)	Person(s) in charge
		2022	2023	2024	2025		
1. Institutional recognition of those projects that have taken the gender dimension into account.	All researchers				X	Awarded projects	General Director GE Officer Researchers
2. Disseminate and communicate career good practices - role models for women (scientists and researchers)	All researchers	X	X	X	X	- Initiatives for raising awareness on female role models  - Initiatives for raising awareness on gender diversity in research teams	GE Officer
3. Guidelines on the integration of gender equality and diversity issues in research activity, as support for the research staff	All researchers	X	X	X	X	Guidelines on integrating sex/gender in the research activity	HoDs GE Officer



**Area 5. Measures against gender-based violence, including sexual harassment**

**Objective: Raising awareness about the importance of equality issues and strengthening positive attitudes towards diversity**

Actions/Measures	Target	Timeline				Indicator(s)	Person(s) in charge
		2022	2023	2024	2025		
1. Guidelines on discrimination phenomena (including discriminatory language), violence (including that based on prejudice or gender), harassment, and sexual harassment	All employees	X	X	X	X	Skills acquired in relation to identifying and responding to discrimination and violence phenomena	GD HR GE Officer
2. Awareness campaign highlighting diversity and inclusiveness in the scientific community and encouraging prevention of discrimination in various areas	All employees	X	X	X	X	Awareness campaign on prevention of discrimination phenomena	GE Officer



#### **4. Monitoring and evaluation of the GEP**

The progress on the aims and objectives of GE Strategy are regularly assessed (annually). The implementation of the GEP will be permanently monitored by the GE Officer of the institute. The GE officer is in charge of gathering data and will perform a first analysis of the progress of the GEP (regarding the indicators).

The GE Officer will conclude findings reports (once a year), which will be then presented to the institute management and discussed upon. These reports will provide valuable conclusions regarding the implementation of the GEP, and will also provide comments and recommendations that will enable adjustments and improvements to interventions on the GEP for the following year.

The periodic reports allow a continuous review of the impact of the GEP as well as constant and wider community informed and engaged in the progress towards gender equality. The review of progress reports includes qualitative information as well as quantitative data, such as updates on human resource data disaggregated by sex, monitoring data to keep track of the implementation of key actions.

After the completion and adoption of the periodic (annual) GE progress report by the management of the institute, the report will be published on the website of the research institute and communicated to all the employees.

**GENERAL DIRECTOR,  
Dr. Eng. Adrian Victor VEVERA**



**Gender equality officer,  
Raluca Alexandra ALBESCU**