



**INSTITUTE OF
MACROMOLECULAR
CHEMISTRY**
CZECH ACADEMY OF SCIENCES

Gender Equality Plan

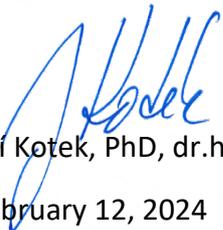
January 2024–December 2025

Preamble

As a research organization, we are dedicated to achieving scientific excellence. In today's increasingly competitive scientific landscape, realizing this goal necessitates harnessing the full potential of every member of our team – be they scientists or professionals in supporting roles. We must ensure all employees, irrespective of gender, age, race, nationality, religion, or any other factor, receive equitable treatment and have equal opportunities for professional advancement. We firmly align ourselves with the values of non-discrimination, equality, and the respect of diversity.

The primary aim of this plan is to promote gender equality throughout our organization by enhancing internal procedures and fostering an inclusive company culture. This involves dismantling barriers to gender equality, identifying and rectifying gender stereotypes and imbalances, and creating an environment where all individuals feel valued and empowered to excel.

We strongly believe that our commitment to implementing the proposed Gender Equality Plan will not only make us a more equitable employer but will also contribute to our success as a leading research institution.



Jiří Kotek, PhD, dr.h.c., director

February 12, 2024

Current status

This section summarizes the results of the gender audit conducted between October 2022 and October 2023.

The Institute of Macromolecular Chemistry of the Academy of Sciences of the Czech Republic (IMC) stands as a globally renowned research and educational institution dedicated to the advancement of synthetic polymer studies. Our expertise encompasses a wide spectrum of topics, including macromolecular chemistry, organic chemistry, macromolecular physical chemistry, and macromolecular physics, along with their interconnected interdisciplinary fields. At IMC, our focus extends to exploring the intricate interplay between the structure, properties, and functionalities of macromolecular systems as well as controlled supramolecular structure formation.

As of December 31, 2022, 59% (170) of the institute employees were women and 41% (117) were men.

Among non-researchers, the proportion was 68% women and 32% men, and among researchers 47% women and 53% men (Fig. 1).

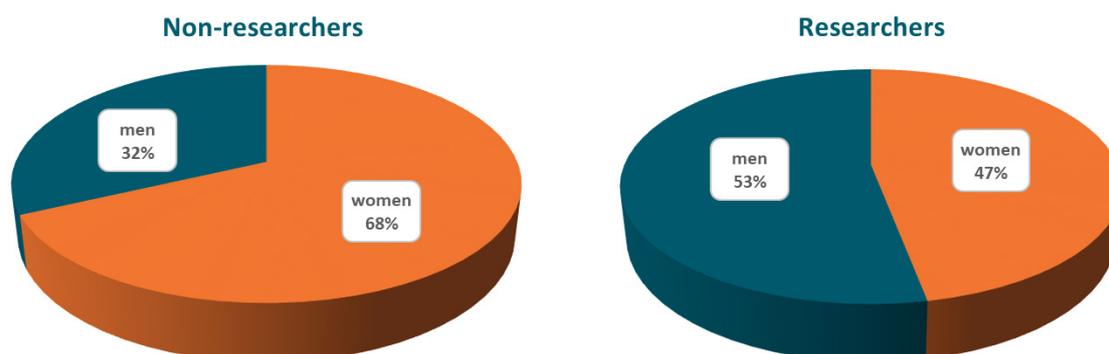


Figure 1: Number of employees at the Institute of Macromolecular Chemistry, data as of December 2022.

At IMC, women are represented to a lesser extent than men in decision-making and management functions. As of December 2022, 33% of women were in leadership positions at the institute. The lower number of women in decision-making and management positions leads to an apparent gender pay gap at the same career levels of researchers.

At the same time, the collective agreement between the institute and the institute's trade union offers flexible working hours and other benefits to parents caring for children (e.g. children preschool or summer camp). Reduced working hours are also a frequently used benefit – 23% of researchers and 19% of non-researchers work part-time.

Objectives

This Gender Equality Plan describes a strategy for the period until the end of 2025, which aims to foster gender equality and promote equal opportunities for women and men. The plan consists of a set of measures aimed at raising awareness of gender issues, identifying problems related to gender issues, implementing appropriate internal procedures and monitoring progress.

The proposed plan applies to all employees, women and men, and includes students and employees in research, as well as technical, administrative and management professions.

Responsibility

The director of the institute – makes management decisions at the level of the institute, and issues internal regulations and orders.

The director undertakes to actively promote gender equality and implement a Gender Equality Plan.

The director allocates the funds needed to implement the Gender Equality Plan.

Equal Opportunities Task Force - a task force will be established as the first measure of the Gender Equality Plan. It will be the main responsible body and promoter of the Gender Equality Plan.

Workers at various levels of the institutional hierarchy will be represented in the task force, including higher-ranking members of management and staff from the HR field.

The responsibilities of the task force are as follows:

- Develop a methodology for compiling gender statistical data on the institute
- Prepare annual gender statistics
- Raise and maintain awareness of equal opportunities issues (training, departmental and institutional meetings, familiarisation documents, etc.)
- Include questions about perceptions of gender equality in the workplace in regular employee surveys and exit interviews
- Suggest changes to internal procedures (including recruitment and selection procedures) based on the survey results
- Help increasing the visibility of female scientists

Measures

The measures for the gender equality plan are divided into two groups. In the first group, there are measures related to short-term goals. These goals are to be achieved by the end of the current plan at the latest. The second group includes measures related to more complex goals that cannot be met in the current period, but we are aware of them and want to strive to improve the situation.

Short-term goals to be achieved before the end of 2025

Aim	Measures	Responsibility	Indicators
1. Provide support for continuous monitoring and promoting of the equal opportunities agenda	Establishment of the task force for equal opportunities. The Task Force members will include staff working at various levels of the hierarchy, including senior managers who can support this agenda, and administration staff.	Director	Appointment of the task force for equal opportunities. Annual report on gender statistics.
2. Ensure equal opportunities within employee recruitment process	Adoption of gender-neutral language in job postings. Revision of recruitment procedures from the point of view of equal opportunities, including striving for a balanced composition of selection committees.	Task force for equal opportunities	Internal regulation
3. Ensure fair remuneration for all staff	Analysis of the salary structure to detect possible differences in pay between men and women and their causes	Payroll department	Annual report
4. Improvement of internal procedures and corporate culture	Adopting a code for the prevention of sexual and other harassment. Expansion of training materials on the internal web pages with materials for staff development with a focus on prevention against inappropriate behaviour in the workplace. Raising awareness of the issue at departmental and institutional meetings.	Task force for equal opportunities	Updated internal regulations. Staff training. Appointment of ombudsperson.

5. Collection of feedback	Once every two years conducting a survey to track employee satisfaction and receive feedback on equal opportunities. Updating the Gender Equality Plan with respect to survey results.	Task force for equal opportunities	Survey results published on the institute intranet. Revision of the gender equality plan.
6. HR Award	Proceed to obtain the HR Award.	Task force for equal opportunities	Obtaining HR Award.

Long-term aims, strategic steps for improvement of gender imbalance

Aim	Measures	Responsibility
Strive for a higher representation of women in managerial and decision-making positions	Continue to improve the conditions for reconciling work and family life.	Director
Support a higher representation of women in technical sciences	Intensify the promotion of technical sciences through the Institute's female scientists at events and public presentations. As far as possible, the Institute will participate in events such as Open Science, etc.	Director Task force for equal opportunities