

IDIBELL Equality Plan



IDI 
BELL

Institut d'Investigació
Biomèdica de Bellvitge

Index

1.	INTRODUCTION.....	3
2.	REGULATORY FRAMEWORK	5
3.	PHASES OF THE EQUALITY PLAN.....	7
4.	CONSTITUTION PHASE OF THE NEGOTIATING COMMITTEE	8
5.	DIAGNOSTIC PHASE	9
5.1.	STRUCTURE OF THE DIAGNOSIS	10
6.	SCOPE OF THE EQUALITY PLAN AND VALIDITY	11
7.	SUMMARY REPORT OF IDIBELL'S EQUALITY DIAGNOSIS	11
	EQUALITY CULTURE BETWEEN MEN AND WOMEN.....	11
	CORPORATE COMMUNICATION WITH A GENDER PERSPECTIVE.....	13
	COMPOSITION OF THE ORGANISATION'S STAFF	15
	SELECTION AND RECRUITMENT PROCESS	17
	TRAINING	19
	PROFESSIONAL PROMOTION	20
	WORKING CONDITIONS	21
	REMUNERATION POLICY AND REMUNERATION AUDIT	24
	PREVENTION AND ACTION AGAINST HARASSMENT, BASED ON SEX, SEXUAL ORIENTATION, SEXUAL IDENTITY, AND GENDER EXPRESSION.....	25
8.	PLANNING AND DISSEMINATION PHASE	27
9.	DISCREPANCY RESOLUTION PROCESS.....	38
10.	SUBSCRIBER PARTIES.....	38

1. INTRODUCTION

Equal opportunities between women and men are a universal right, directly related to human dignity and freedom, as well as a social value and an internationally recognised legal principle.

However, different studies and indicators indicate the persistence of cases of discrimination based on sex, highlighting the need to adopt rules that specify this right.

Formally, at an **international level**, the Treaty derived from the **Convention on the Elimination of All Forms of Discrimination Against Women** (CEDAW) of 1979 stands out, as well as the **four World Conferences on Women** within the framework of the United Nations Organisation.

At the **European level**, the **Treaty of Rome**, in 1957, already included the principle of equality between men and women; and the **Treaty of Amsterdam**, in 1999, established equality between women and men as a fundamental principle of the European Union, which acquired competencies to combat it; while the **Charter of Fundamental Rights of the European Union** includes the principle of equality between men and women, as well as the prohibition of discrimination or positive actions as measures compatible with equal treatment.

In addition, **at the European level**, due to the same idiosyncrasy of the research sector, specific measures are required to overcome persistent gender differences. The European Commission addressed these barriers through the main funding instruments **Horizon 2020** and **Horizon Europe**, within the **European Research Area** in collaboration with member countries and research organisations.

Reference should also be made to the promotion of gender equality in the **European Research Area (ERA)**. In the framework of the ERA 2012 Communication, the European Commission has set three objectives to work with EU countries and promote institutional change:

- > Gender equality in scientific careers.
- > Gender balance in decision making.
- > Integration of the gender dimension in the context of research and innovation.

In **Spain**, the 1978 **Constitution** proclaimed the principle of equality and non-discrimination and urges public authorities to promote conditions for freedom and equality to be real and effective.

In this sense, the promulgation of **Organic Law 3/2007**, for the effective equality of women and men, a pioneer in the legislative development of gender equality rights in Spain, establishes specific mechanisms for the development of this principle, as is the case of Equal Opportunities Plans between women and men within the sphere of organisations. The Plans are aimed at applying the gender perspective in a transversal way at all levels and areas of an organisation, responding to and correcting identified inequalities and discriminations, while improving and reinforcing detected positive aspects.

Likewise, **Royal Decree-Law 6/2019**, on urgent measures to guarantee equal treatment and opportunities between women and men in employment, involves the articulation of a new comprehensive and transversal text that includes the necessary guarantees to make effective

the principle of equality in this area, recognising that, despite the importance of Law 3/2007, inequalities and gender discrimination continue to persist at work.

Royal Decree-Law 6/2019 is developed based on Royal Decrees [RD 901/2020](#), regulating equality plans and their registration, and [RD 902/2020](#) on equal pay between women and men.

In the more specific field of science, the basic rule regulating this sector is [Law 14/2011](#), of June 1st, on Science, Technology, and Innovation, which states that the gender perspective is established as a transversal category in scientific and technical research, which must be taken into account in all aspects of the process to guarantee effective equality between men and women; establishing specific measures for equality in this area. Likewise, this law obliges research bodies to adopt Equality Plans that must be monitored annually and must include innovative improvements that contribute to improving gender indicators.

The Statute of Autonomy of Catalonia recognises the right of all women to the free development of their personality and personal capacity and to live with dignity, safety, and autonomy, free from mistreatment, exploitation, or discrimination, as well as to participate in conditions of equal opportunities in all public and private spheres.

Despite formal recognition, it is still necessary to develop cross-cutting policies as well as to draw up action plans aimed at eradicating persistent discrimination and guaranteeing effective and real equality between women and men.

On the other hand, the [Catalan Law 17/2015](#), on the effective equality of women and men, in [article 28, regarding universities and research](#), point 2 provides:

2. To meet the objective of achieving effective equality for women and men in the university and research fields, universities must:

a) Promote the work of women researchers and their participation in research groups and make their contributions visible in the scientific and technical fields.

b) Guarantee the training of its staff in matters of gender perspective and of women in each of the academic disciplines.

c) Create specific modules or courses on the perspective of gender and women in each of the academic disciplines.

In relation to the prevention and management of harassment within the framework of organisations, the current [Catalan Law 17/2020](#), amending Law 5/2008, on the right of women to eradicate gender-based violence, establishes the obligation to have a protocol for the prevention, detection, and action against situations of gender-based violence, including sexual harassment, based on sex, sexual orientation, gender identity or expression.

Article 13.

»3. Universities must have protocols for the prevention, detection, attention, and reparation of situations of sexual harassment and harassment based on sex, as well as other forms of gender-based violence that may occur between members of the university community, and must adequately train, regarding gender perspective and not revictimisation, the people who intervene in the procedures and instruction of derived information or disciplinary files of the application of the protocol. Universities must periodically prepare an evaluation report, which they must submit to the competent administrations in university policy and gender equality policies, strictly complying with personal data protection regulations.

Catalan Law 11/2014 to guarantee LGBTI rights and eradicate homophobia, biphobia, and transphobia, is the legal basis that allows action against LGTBI-phobic discrimination at work, developing specific instruments for its prevention, detection, and management.

Finally, as we will see later, it should be noted that IDIBELL is a member of CERCA, which is the institution that brings together all the research centres of the Generalitat of Catalunya. This institution has specific and avant-garde programmes in the promotion of women in the scientific field.

2. REGULATORY FRAMEWORK

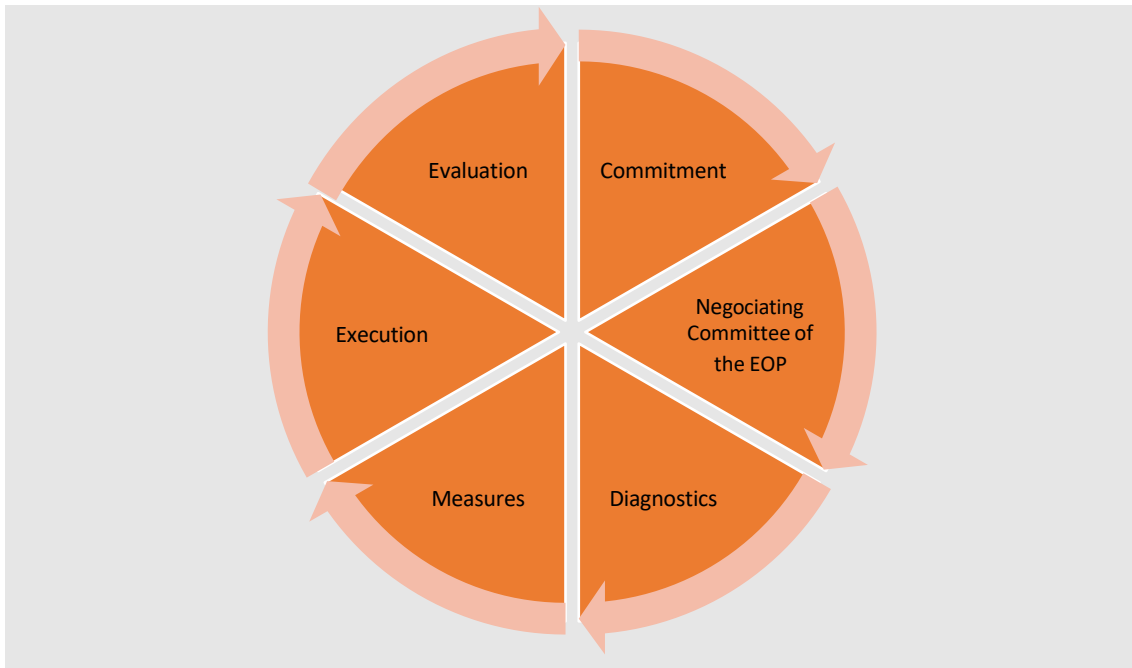
Below is a summary table of the most relevant rules, Agreements, and laws in relation to equality between women and men, at the international, state, and regional levels:

Panel 1: Summary of the regulatory framework

INTERNATIONAL LEVEL	Universal Declaration of Human Rights (1948)	
	Convention on the elimination of all forms of discrimination against women, CEDAW (1979)	
	United Nations World Conferences on Women	Mexico (1975)
		Copenhagen (1980)
		Nairobi (1985)
Beijing (1995)		
EUROPEAN LEVEL	Treaty of Rome (1957)	
	Treaty of Amsterdam (1999)	
	Charter of Fundamental Rights of the European Union (Nice, 2000; Strasbourg, 2007)	
	Council of Europe Convention on preventing and combating against violence against women and domestic violence (2011)	

	European directives	Directive 2004/113/EC implementing the principle of equal treatment between men and women in the access to and supply of goods and services
		Directive 2006/54/EC on the implementation of the principle of equal opportunities and equal treatment of men and women in matters of employment and occupation
STATE LEVEL	Spanish Constitution (1978)	
	Law to promote the reconciliation of work and family life of workers (1999)	
	Organic law on comprehensive protection measures against gender violence (2004)	
	Organic law for the effective equality of women and men (2007)	
	Science, Technology, and Innovation Act (2011)	
	Statute of workers (2015, revised text)	
	Royal Decree-Law on urgent measures to guarantee equal treatment and opportunities between women and men in employment (2019)	
	Royal Decree regulating equality plans and their registration (2020)	
Royal Decree on equal pay between women and men (2020)		
AUTONOMIC LEVEL	Statute of Autonomy of Catalonia (2006)	
	Catalan Law on measures to reconcile personal, family, and work life of personnel at the service of public administrations (2006)	
	Catalan Law of the Catalan Health Institute (2007)	
	Catalan law on the right of women to eradicate gender-based violence (2008)	
	Catalan law to guarantee LGBTI rights and eradicate homophobia, biphobia, and transphobia (2014)	
	Catalan law on the effective equality of women and men (2015)	
	Catalan Law amending Law 5/2008, on the right of women to eradicate gender-based violence (2020)	

3. PHASES OF THE EQUALITY PLAN



Commitment phase

The commitment refers to a type of obligation or agreement that the organisation acquires regarding **compliance with the principle of equal opportunities**. The commitment, in addition, implies the ability, on the part of the entity, to comply with the established equality policies and measures, assuming responsibility for their execution.

Thus, it is an initial phase that must be accompanied **by a formal agreement communicated to the staff**, while establishing the **general and specific objectives** that it intends to achieve through the implementation of the Plan.

Creation of the Negotiating Committee

Once the commitment has been reached by the organisation for the elaboration of the Plan, a Negotiating Committee of the EOP is constituted.¹

This committee is in charge of **negotiating both the diagnostics and measures of the Equality Plan**.

Diagnostic phase

Diagnosis is the process of **recognition, analysis, and evaluation of a situation** to determine its trends, detect situations that must be improved or corrected and point out positive aspects that must be strengthened.

The diagnosis is developed by collecting information, via **quantitative, qualitative, and participatory methods** that are subsequently processed and interpreted.

¹ EOP: Equal Opportunities Plan.

Planning and dissemination phase

Planning is the process and effect of organising, with method and structure, the objectives outlined in time (4 years) and space. Therefore, the conscious and responsible elaboration of any project requires planning.

In this phase, the measures to be implemented are established, based on the results of the diagnosis, specifying its temporality, monitoring mechanisms, and evaluation indicators.

In addition, at this stage, the organisation must inform the staff of the Equal Opportunities Plan for women and men through the different corporate communication channels, both internal and external.

Execution phase

The verb execute refers to the application of a measure or the implementation of an initiative.

Thus, during this phase, the planned actions are implemented, according to the scheduled calendar, carrying out continuous monitoring through previously established indicators.

Monitoring and evaluation phase

In the last phase of the Equality Plan, the results obtained after its deployment are analysed.

Thus, monitoring the degree of development of the established measures, the results achieved in relation to the previously drawn up objectives and the overall impact that the Plan has had. To do so, a committee to monitor and evaluate the plan will be created.

4. CONSTITUTION PHASE OF THE NEGOTIATING COMMITTEE

On June 3rd, 2021, the IDIBELL negotiating committee signed the minutes of constitution of the commission that is configured per the provisions of article 5 of RD901/2020.



CONSTITUCIÓ DE LA COMISSIÓ NEGOCIADORA DEL PLA D'IGUALTAT

D'una part, en representació de l'Institut d'Investigació Biomèdica de Bellvitge (en endavant IDIBELL)

- Raúl Delgado Morales, amb DNI 43.544.020-Y – Direcció d'Organització i Persones
- Magda Martí Coma, amb DNI 40.977.168-T – Direcció de Gestió
- Álvaro Aytés Meneses, amb DNI 38.152.092-Z – Investigació

De l'altra part, en nom del Comitè d'Empresa i com a representació Legal de les persones Treballadores (en endavant RLT):

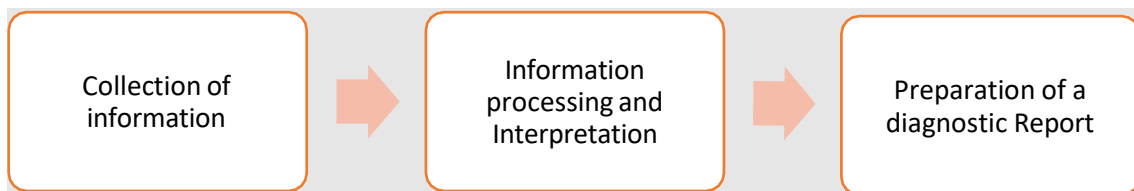
- Vanessa Cervera Soriano, amb DNI 14.268.006-W
- Josep Gardenyes Bernaus, amb DNI 43.745.013-W
- Antonia Gaona Sánchez, amb DNI 38.432.088-P

This document contains both the configuration of the committee and the functionalities attributed to it.

5. DIAGNOSTIC PHASE

In order to be able to work towards real and effective gender equality in the organisation, it is necessary to carefully examine the **initial situation**, that is, analyse the degree of incorporation of equal opportunities between women and men at IDIBELL, in order to determine the strengths that must continue to be strengthened, as well as those aspects that require corrections.

The diagnosis is structured into three phases:



Quantitative and qualitative information has been obtained via the analysis and emptying of:

- > The organisational chart and description of the structure of IDIBELL.
- > IDIBELL Equality and Diversity Management Plan 2016-2020.
- > Data referring to the composition and characteristics of the team that makes up the organisation (structure and research staff).
- > Staff remuneration data.
- > Procedures for access, selection, promotion, and job descriptions.
- > Collective agreement and other regulations on labour relations.
- > Occupational risk prevention plan.
- > Procedure for acting in and preventing situations of internal occupational violence.
- > Specific gender training.
- > The organisation's website and social networks.
- > Other corporate documents and reports.

Participatory information was obtained from:

- > Diagnosis evaluation sessions with the negotiating Committee.
- > Evaluation sessions of the Plan's measures with the negotiating Committee.
- > Six in-depth interviews with key informants: human resources, research staff with different backgrounds and positions within the organisation.

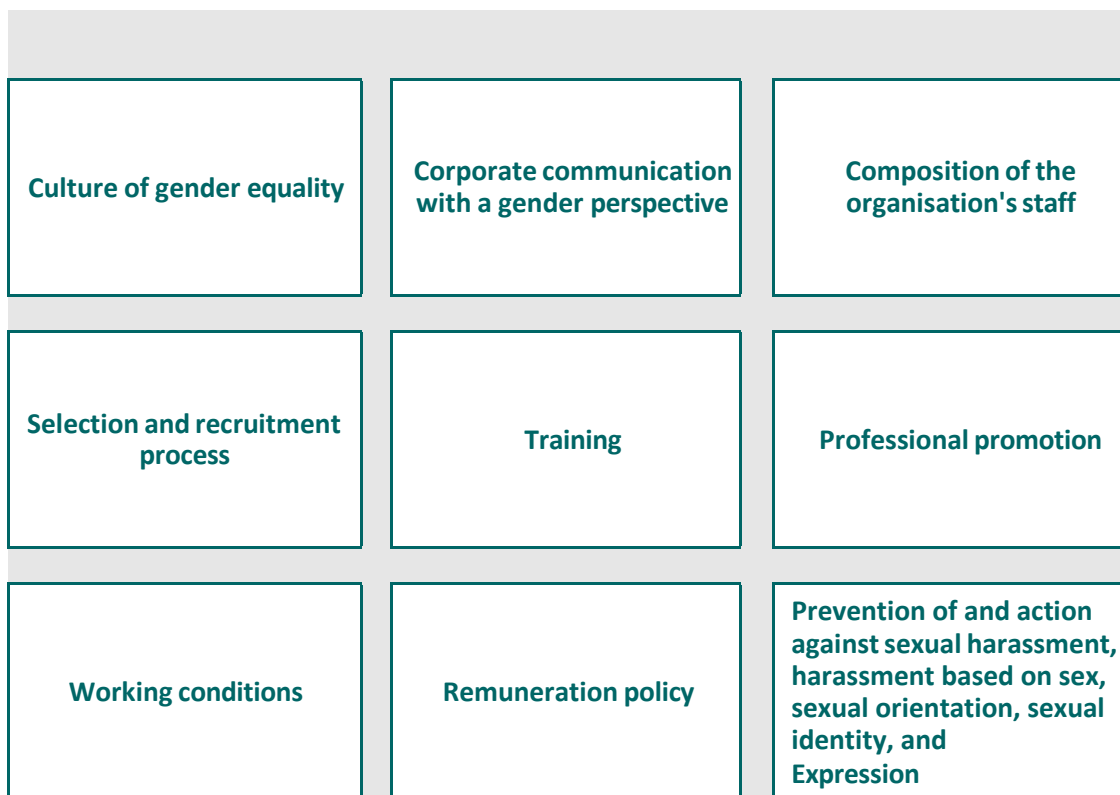
- > One opinion survey answered by 85 people - representing 19.76% of the workforce, of which 62 were women (73% of answers), 21 (25% of answers) were men, 1 non-binary person (1% of answers), and 1 person who preferred not to answer (1% of answers).

5.1. STRUCTURE OF THE DIAGNOSIS

According to **Royal Decree 901/2020**, which regulates equality plans and their registration, the situation diagnosis of the EOP must refer, at least, to the following subjects:

1. Selection and recruitment process.
2. Professional classification.
3. Training.
4. Professional promotion.
5. Working conditions (including the salary audit between women and men in accordance with the provisions of Royal Decree 902/2020).
6. Co-responsible exercise of the rights of personal, family, and work life.
7. Female underrepresentation.
8. Remuneration.
9. Prevention of sexual and gender-based harassment.

In order to organise this content, in this Plan, IDIBELL’s diagnosis is structured around **nine strategic axes** that facilitate analysis. These axes are:



6. SCOPE OF THE EQUALITY PLAN AND VALIDITY

This Equality Plan will be applied to all activities taking place in the organisational environment of IDIBELL.

It will apply to all present and future workers of the entity, as well as to any person who, despite being dependent on a third party, carries out activities or provides services within the centre.

It will enter into force on January 17th, 2023 and have a validity period of four years, until January 16th, 2027.

After the validity period, a new negotiating committee will be constituted whose main objective will be to develop a new diagnosis and subsequent equality plan that responds to existing legislation and the needs of the workforce.

As a result of the diagnosis, the strengths and areas for improvement of IDIBELL have been identified, from which the measures to be implemented during the years of validity of the plan are designed.

7. SUMMARY REPORT OF IDIBELL'S EQUALITY DIAGNOSIS:

EQUALITY CULTURE BETWEEN MEN AND WOMEN

This axis analyses the culture of IDIBELL as regards equal opportunities between women and men, non-discrimination based on sex, and gender equity. Therefore, the **specific actions that the organisation has carried out to promote this culture and raise awareness among workers** in relation to equal opportunities are studied.

This section presents some of the indicators that allow us to assess the degree of development of gender equality culture; It should be noted, however, that it is a **transversal axis** since it permeates the other axes constituting the diagnosis.

IDIBELL's commitment to equality policies is seen in different documents:

- > Plan for gender equality and diversity (2016-2020).
- > Protocol for action and prevention in situations of internal occupational violence, which includes situations of sexual and gender harassment.
- > Non-sexist language guide.
- > In the commitment to the 10 principles of the [Global Compact](#) (United Nations), which include the commitment to equality and diversity.
- > Action plan for recognition of the HRS4R award of the European Commission where work is carried out to promote equality in the field of research.
- > Adherence to the Policy for Open, Transparent, and Merit-Based Recruitment.
- > The website containing IDIBELL's committees and commissions contains the equality commission and related documents (Equality Plan, protocol for situations of internal occupational violence, and the non-sexist language guide).

- > In the Collective Agreement found on the organisation's website, chapter 11, article 64 talks about the obligation to carry out an equality plan.
- > The guide to good practices in research in health sciences refers to different documents, including the equality plan.
- > IDIBELL's strategic plan (2018-2022) includes within its strategic line 10, the encouragement of equality, proactively developing equality policies through the equality commission, promoting events related to equality and reviewing parity in commissions, committees, or work teams.
- > In the CERCA Code of Conduct, to which the organisation is affiliated.
- > The organisation has signed the letter of commitment to gender equality promoted by the Agency for Health Quality and Assessment of Catalonia (AQuAS), of the Department of Health of the Generalitat of Catalunya, Hypatia of Alexandria Charter.

In parallel to the equality plan, IDIBELL has worked, on the one hand, to obtain the "HR Excellence in Research" (HRS4R) award that accredits it as a research centre committed to the continuous improvement of its human resources policies in accordance with the principles of the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers, adopted by the Commission in 2005.

To work following the principles of the award, two action plans have been drawn up: 2015-2018 and 2018-2022. They include actions related to the promotion of equal opportunities in the field of research. In the current action plan, there are different actions identified along this line:

- > Review the equality and diversity of the Management Plan.
- > Promote the organisation of events related to equality.
- > Review gender parity in internal committees, commissions, and other working groups and events.
- > Develop internal equality policies and promote equality at all levels.

This HRS4R action plan is posted on the website and shows the status of the measures, depending on whether they are completed, in process, or postponed. Each state has a colour that makes it easier to track: red (postponed), yellow (in process), and green (finished). This has not been done with the measures of the equality plan to facilitate its follow-up.

On the other hand, the Progress Report (2018-2019) of the Global Compact includes various activities that have been carried out in the field of gender equality.

In addition, they have been involved in the Inspira STEAM program in which female IDIBELL scientists are models for girls from different educational centres.

The organisation coordinates with other institutions, such as the Carlos III Health Institute (ISCIII), which coordinates the working group on Gender Perspective. Another example of this participation in 2021 has been the participation in the Conference on experiences of institutionalisation of the gender perspective in scientific research centres, organised between Catalonia, Uruguay, and the CERCA Institution.

This commitment to equality made by the organisation is perceived by the staff, a fact that has been identified both in the survey and the interviews carried out.

The information gathered in the survey and through interviews with key informants of the Institute demonstrates that the perception is that IDIBELL is progressively supporting equality and relating it to the work that is being carried out with the HRS4R award. They identify specific actions (workshops, Day of Women and Girls in Science).

They also point out that there are women in different positions, although with less presence in positions of greater responsibility. This is related to the average age of these people (around 50 years) and to the difficulties that women have in their research careers. This difficulty is related to maternity but this is recognised as a general trend in research centres. Hence, it is necessary to continue working on equality issues to improve working conditions.

Summary table on the culture of gender equality

ELEMENTS DETECTED	ACTIONS DERIVED
A previous equality plan is available.	Continue working on the implementation of the Equality Plan throughout its validity.
All the measures of the previous Plan have not been monitored and evaluated.	Create a monitoring and evaluation committee for the current Plan.
It has the HRS4R award, which is committed to the implementation of equality policies.	Maintain the standards and criteria required by the HRS4R award to continue opting for it.
Knowledge of the staff surveyed on the existence of the Equality Plan.	Circulate again once the existence of this equality plan is approved.
	Maintain balanced work teams in the highest representative bodies of IDIBELL.
There are no specific references regarding an LGTBI perspective.	Work to incorporate the LGTBI perspective into corporate policies.

CORPORATE COMMUNICATION WITH A GENDER PERSPECTIVE

This section focuses on the analysis of corporate communication, both internal and external, from a gender perspective.

Thus, on the one hand, the use of language is studied in order to verify that it is inclusive, making visible both the presence of women, as well as men, and people belonging to LGBTI groups, in society and at work, using both male and female forms, and eradicating the use of the false male generic.

On the other hand, internal communication mechanisms are studied, checking whether the organisation facilitates equal access to information to the entire workforce, so that each worker

has the necessary information for the execution of the tasks assigned to them and for their professional development.

Finally, a communication with a gender perspective is also one that communicates equality, that is, one that is oriented - through campaigns, posters, awareness sessions, etc., - to achieve equal opportunities and gender equity.

Inclusive corporate communication refers both to external communication (information and image that the organisation projects exteriorly) and internal communication (documentation and other informative material aimed at staff).

The organisation has different channels for external communication: social networks (Twitter, Facebook, YouTube, Instagram, and LinkedIn) and the website (www.idibell.cat). For external communications, Catalan and English are mainly used. Depending on the language used, the use of inclusive language can be facilitated, however, we should not fall into the misunderstanding that the use of English always guarantees inclusive communication.

Job offers are all written in English and specify the involvement with non-discrimination, diversity, and conciliation.

Via the web, all staff have access to the non-sexist language guide in which the non-sexist use of Catalan is determined. It gathers some recommendations (specific, generic, and double forms) and gives specific examples adapted to the organisation.

Both on social networks and the web, the intention to use inclusive language is perceived. However, a tendency to use the generic male can be identified. There are communications in which the inclusive use of generic language and the generic masculine are used alternately.

In publicity videos found on YouTube (<https://youtu.be/44we1htoy5m>) characters appear that show the diversity of the organisation.

Through the survey and interviews with key informants of the Institute, it is clear that there is little knowledge of the non-sexist language guide available to the entity.

The interviews and survey indicated that it depends on the department and the person in charge, whether they have greater access to communications or not. Some managers allow people on their team to communicate with management, Personnel Management, or other departments or groups directly just by putting them in copy. However, there are other people who want to strictly follow the hierarchical chain. Therefore, communication is not two-way for the entire workforce.

People identify that they receive information about the entity via emails, website, and various social networks.

ELEMENTS DETECTED	ACTIONS DERIVED
An inclusive language guide is available, but the interviewees and respondents had little knowledge of the document.	Disseminate the guide.

Use of inclusive language at the discretion of the person writing.	Carry out training on inclusive and non-sexist language for different profiles: communication managers, group leaders, and the staff in general.
Different downward communication channels are available, but not always upward.	Prepare an internal communication guide.
Outdated corporate intranet.	Use the software available to create systems for sharing information internally.
There is no Communication Plan.	Draw up a communication plan.
Good perception of the respondents about the non-discriminatory use of language.	Continue reviewing the different communicative spaces and documents to unify writing with inclusive language.

COMPOSITION OF THE ORGANISATION'S STAFF

This axis analyses the **different factors that characterise the IDIBELL workforce**, such as sex, age, seniority, or level of education, on the one hand, and their distribution within the organisation, on the other, obtaining a general photograph of the staff, as well as their role in the organisation.

Some of the phenomena crossed by gender studied in this axis are:

- > The existence or not of a balanced composition of the workforce.
- > The tendency to parity by sex at an overall level, as well as within the different positions and categories.
- > The absence or presence of horizontal segregation by sex.
- > The absence or presence of vertical segregation by sex.
- > Other aspects related to staff diversity and equal opportunities.

Regarding the composition of **the workforce, IDIBELL has values close to equilibrium, but without reaching it**. In accordance with the provisions of Additional Provision 1 of Organic Law 3/2007, a balanced composition is understood to be that in which men and women do not exceed or fall below a percentage of 40-60%.

Therefore, as can be seen in the following graphs, the presence approaches this (30% men and 70% women) but is slightly feminised.

Regarding the **average age, this is seen to be quite similar for both men and women, being 37.03 years in women and 35.83 years in men**; and with a fairly homogeneous distribution by age and sex groups; the age range of 26 to 30 years being that concentrating the highest percentage of staff, followed by the 31-35 age group. It is the group over 60 years of age that has a lower presence of both women and men.

In terms of seniority, the highest percentage of women and men working at IDIBELL is in the 0 to 2-year range, 60.86% women and 58.02% men, which indicates a high incorporation of personnel in recent years.

No significant differences are observed in terms of the percentage of women and men by educational level as, at all levels, the percentage of women and men is very similar.

Regarding the **collective agreement of application**, IDIBELL staff are subject to both the IDIBELL agreement and the working conditions of the Centre of Regenerative Medicine in Barcelona; the latter only applying to 13 women and 3 men, which represents 2.99% of the total workforce.

No significant differences are detected in the distribution of the workforce by job position.

This fact shows that it is not possible to speak of **horizontal segregation**, since the presence of women and men occurs in a balanced way in many categories.

Nor can we speak of **vertical segregation** (which refers to a different distribution of women and men on the hierarchical scale of an organisation, and where, as one rises on the hierarchical scale, the presence of women is diluted).

This segregation, therefore, is not seen in IDIBELL’s professional categories since women are present in coordination and management tasks.

The **Research** Department groups together 27.66% of the total workforce, although the most populated is **scientific support**, with 50.28% (52.2% of IDIBELL women and 45.68% men).

In both absolute and percentage values, **the majority of the people who have joined the centre in the last two years have done so in the Scientific Support Department**. Of these, 56.83% are women and 53.19% are men. Therefore, there are no significant differences by sex.

During the interview phase with **key informants**, it was reported that the **idiosyncrasy of the organisation causes various situations to occur**, for example, it was highlighted that IPs are more often men, but that within the structure, more women can be found in positions of responsibility. This is related to the fact that more women move into structure because it allows them greater conciliation and stability, which a pure research career does not afford them. They also point out the differences (both economically and in conciliation measures) that exist between the personnel hired by one body or another, as well as the policies that apply to clinical research staff, as well as to personnel who are not, which also differ.

ELEMENTS DETECTED	ACTIONS DERIVED
Composition of the workforce close to equilibrium (70%-30%)	Work to achieve balanced work teams, at all levels
In the last two years, the hiring of women and men has been almost identical to the current percentage (69%-31%)	Correct the tendency in hiring to achieve a balanced workforce.

IDIBELL distributes the workforce in different work centres. The bulk of it is located in the Duran i Reynals and HUB.	<i>No derivative action applies</i>
There are no significant differences regarding age and seniority of women and men in the centre	
In the last 2 years, 60% of the workforce was incorporated.	Achieve more stable and permanent work teams over time, always respecting the rules of the professional research career.
There are no differences in the level of education of women and men. High level of education in both sexes	
Horizontal segregation detected	Work to achieve balanced work teams, at all levels
No vertical segregation detected	
	Have systematised data so that the representative bodies are balanced.
Perception of the workforce in the survey of being in a feminised organisation but that in decision-making positions, the presence of men becomes more noticeable.	
	Union representation is slightly masculinised (69% men)

SELECTION AND RECRUITMENT PROCESS

This axis analyses the **access mechanisms, as well as IDIBELL’s personnel selection processes**, in order to verify the application of the principle of equal opportunities between women and men in access to work.

The selection policy developed by IDIBELL is based on the principles of the Code of Conduct for the Recruitment of Researchers promoted by the European Commission and based on the [Human Resource Strategy for Researchers – HRS4R](#), and specifically on the [Code of Conduct for the Recruitment of Researchers: OTM-R, Open, Transparent and Merit-based Recruitment of Researchers](#).

In 2015, IDIBELL received the *HR Excellence in Research* award from the European Commission. In 2019, the *Human Resources Strategy for Researchers (HRS4R) Monitoring Committee* conducted a self-assessment of practices for OTM Selection and Recruitment (*Open, Transparent, and Merit-based*). In 2020, the commission reviewed different aspects of recruitment and the selection process considering the OTM-R checklist (and updates to Gearing Roles) in order to define further recruitment and selection policies.

For the selection of the candidacy, a committee is **created consisting of a minimum of three people** and **gender parity** is taken into account. The selection procedure specifies who can be part of it depending on the vacancy offered.

In the case of people leaving the centre, **there is a standardised exit interview**. And, in addition, a system of reports and analysis on the causes of departures to contribute towards continuous improvement.

ELEMENTS DETECTED	ACTIONS DERIVED
There is a personnel selection protocol in accordance with the criteria of the HRS4R award and following the OTM-R checklist of the European Union.	Continue to implement the selection protocol for all personnel who join the organisation. Improve the communication of these policies to all people involved.
There is a standardised model for the elaboration of the job offer.	Annually review the job offer model to include improvements.
The job offer includes the organisation's commitment to non-discrimination, it informs that the HRS4R award is available, and in some cases the conciliation measures offered by the organisation are specified.	Include, in all job offers, the specific conciliation measures offered by the organisation, following current legislation and those specific to the institution.
The offer is disseminated through various external channels, and is posted on the web, but it is not disseminated in a standardised way to the entire staff.	Disseminate all job offers to the staff in order to promote internal promotion and mobility within the organisation.
For the telephone interview, there is a list of standardised questions.	Review the list of questions annually to incorporate improvements.
The interviews are conducted by a panel composed of a minimum of three people and with gender parity.	Train everyone who could come to form part of selection tribunals from a gender perspective.
There is no competency-based technical interview or interview model that specifies the personal competencies that are evaluated based on the offer.	Prepare interview models that specify the type of personal competences that are evaluated, how they are evaluated, and why this competence is necessary for the position.
A scoring rubric is made in each of the interviews that is generated at the beginning of the selection process.	Perform systematisation of the results of the rubrics annually to detect unconscious biases.
A standardised final report is not drawn up summarising the process and indicating the explanation of the final choice.	Prepare a standardised final report for completion by the panel at the end of the selection.
There is no staff welcome document, but work is being carried out on its implementation.	Continue with the preparation of the welcome document in which all information on the work carried out on gender equality issues is included.

TRAINING

This section analyses training understood as the **continuous learning process that favours updating and promotion of work**, contributing towards increasing the knowledge, competencies, and skills of workers.

Thus, training must contribute to the professional development of staff, on the one hand, and respond to the strategic objectives of the organisation, on the other.

It is for this reason that **it is important that IDIBELL accurately detects the training requirements** of its staff as well as corporate needs, offering training consistent with these needs and, subsequently, assessing the impact of this training on the staff's competency profile and the entity.

The IDIBELL collective agreement includes the annual funding that must be available for academic training.

We are currently working on a training plan for the different professional categories.

Apart from the training courses made available in *Areté*, each IP can request, for their teams, training related to the job, as long as their budget allows it. External training grants that enable external training co-financing or payment, such as master's or postgraduate degrees, are not identified.

On the other hand, weekly (every Friday) scientific seminars are organised in which a researcher from outside the organisation is invited. Since 2018, work has been carried out to ensure that guests meet gender parity, a fact that has been achieved in the last year. As a result of information provided by the TALENT area, it is said that for two consecutive years, a ratio of 50/50% has been reached but in 2020 the presence was 9 women and 11 men, and in 2021 of 7 women and 11 men.

In relation to equality training, specific dissemination actions have been carried out on relevant days, such as the International Day of Women and Girls in Science. But there is no strategic training program on gender equality issues.

ELEMENTS DETECTED	ACTIONS DERIVED
There is an online portal to access the organisation's training offer.	Display the annual training offer on the online portal, differentiating general training from specific training by professional profile.
Specific courses are carried out for different profiles, but sometimes there are not enough places.	Offer sufficient places so that all the staff of each profile can access.
Online and face-to-face training is offered during working hours.	Repeat courses at different times so that the different profiles can access the training.
There is no annual training plan for the different profiles of the organisation, although it is in the process of development.	Prepare an annual training plan that is communicated to the staff.

There is no standardised system for collecting the organisation's training requirements.	Carry out an annual survey to detect the training needs of the workforce.
There is a systematisation of people who attend formations disaggregated by sex/gender.	Annually communicate the aggregate training data to the staff disaggregated by sex/gender.
Parity is maintained in the people teaching the weekly seminars.	Incorporate other diversities in the people who take part in the seminars.
<i>Workshops</i> and talks are held on different anniversaries related to gender equality.	Develop a biannual program to address diverse topics on the days of the different anniversaries.
There is no equality training available on the training platform.	Provide online training on gender equality, including the LGTBI approach.
People in positions of responsibility, or the workforce in general, have not been trained in issues related to gender equality, including the LGTBI approach.	Train all people in positions of responsibility, and the workforce in general, on issues related to gender equality, including an LGTBI approach.
Unfavourable perception in the open answers of the survey in relation to training	

PROFESSIONAL PROMOTION

The **promotion and professional development of women continues to be a pending issue in the workplace**. Gender stereotypes linked to leadership are still present, as shown by the **concept of the "glass ceiling"**, which refers to the invisible barriers that hinder women's access to positions of power and decision-making in organisations. Therefore, the incorporation of the gender perspective into professional promotion and development policies is a fundamental aspect to achieve true and effective gender equality.

In relation to professional promotion at IDIBELL **there is no standardised process**. In the collective agreement, we only find one paragraph that develops the promotion system.

Work is currently underway to develop a system of promotions and professional careers as it is within the strategic lines of its Strategic Plan (2018-2022)

In the organisation, **evaluations of the work** carried out by people and groups have been carried out over the years. Interviews refer to various types of assessments, however, there is no clarity regarding their purpose. Sometimes, even if the level is raised, the salary is maintained (due to lack of funds) or the results or implications that these may have are not communicated.

An important issue in relation to promotions is to establish a system of promotion and professional career that contemplates conciliation and co-responsibility, which does not penalise people for attending to their personal and family life.

ELEMENTS DETECTED	ACTIONS DERIVED
There is no standardised process of promotion and career.	Develop a clear process of promotion and professional career. Communicate this to the entire staff and add it to the staff welcome documentation.
It is not detected that internal personnel are prioritised over external candidates.	Communicate external applications to the staff and encourage, via evaluation systems, the promotion of people belonging to the organisation.
There is no clear professional assessment policy.	Communicate the different evaluation systems carried out by the organisation, and the objective and usefulness of each one.
There is no standardised record of gender-segregated promotions.	Systematise the registration of promotions disaggregated by sex/gender and communicate it to the staff annually.
Through key interviews and the survey, it is detected that there may be a penalty in the case of people with dependents in their care (mostly women and younger people).	Establish work systems that do not limit the people who have dependents. As well as promoting the use of conciliation measures for male personnel in the organisation, especially those in management positions.
41.2% of those surveyed do not know if there is equality in promotions.	Communicate the promotion processes to the staff in a transparent manner.

WORKING CONDITIONS

The working conditions that encompass safety, health, and quality of life in occupation, are directly linked to the work environment and have to do with the physical workspace, materials, and infrastructures, as well as environmental and technological aspects and issues of work organisation, ordination, and remuneration.

The study of the general characteristics of the work centres - facilities, equipment, products -, as well as the nature of the physical, chemical, and biological agents present in the work environment and the associated risks, together with other characteristics of the work, including those related to psychosocial health, which influence the magnitude of the risks to which workers may be exposed, belongs to the field of health and occupational risk prevention.

WORK RELATIONSHIP AND WORKING DAY:

The reality of IDIBELL means that there are often people external to the organisation providing services in its facilities or people who are granted scholarships for very specific research projects.

TYPE OF CONTRACT:

In both absolute and percentage values, the **bulk of the workforce has a 401 contract** (duration determined by work and service) with a total of 47.48% of the workforce; **47.99% women and 46.30% men**. Therefore, very similar values in both sexes.

In general terms, **there is no significant difference in terms of the distribution of women and men of the IDIBELL by type of contract**.

It is observed that average annual working hours are very similar in women and men, with a difference of 48.12 hours per year between the working hours of men and women.

The department where there is the greatest difference is management support, where men perform 55.23 hours more per year.

Conciliation and co-responsibility

The organisation of working time is essential in order to guarantee the possibility of reconciling, that is, of making the working life of workers compatible with other vital spheres, such as family, leisure, and rest or personal development.

However, it should be noted **that the time policy of an organisation can favour greater conciliation, however, it will hardly be able to solve the shortcomings and difficulties** of concurring two worlds with often opposite needs: thus, the work environment and the personal and family sphere respond to opposing and hierarchical underlying values of operation, in which productive needs and wishes have been placed in a position of superiority over the needs for care and well-being.

In this way, women, **the main care providers in our society**, have been penalised for the development of this role, often invisible, underestimated, and unpaid.

Therefore, an **organisation committed to gender equity must promote, on the one hand, measures to reconcile personal, family, and work life** and, on the other, **work to subvert the predominant gender cultural values**, which tend to load most of the responsibility for domestic tasks and caregiving onto women, promoting the co-responsibility of its workers in the reproduction of life.

The usual working day within IDIBELL **is 1623 hours**, and as seen in the conditions section, the annual difference between the working day of women and men is not significant (less than 60 hours per year).

As regards gender loads, no significant differences are observed, since both men and women mostly have no dependent descendants and, in the case of women, they have a higher percentage than men in 1 descendant and men with a higher percentage in 2 dependent minors.

Occupational health from a gender perspective

It is necessary to redefine occupational health by exhaustively assessing the gender variable, not only as regards the biological factor related to women's reproductive capacity, but also with respect to bodily differences, socialisation, roles to be played, and the demands that women and men find at work.

It is, therefore, necessary to guarantee effective and comprehensive prevention for women and men, achieving equal treatment in occupational health, taking into account that, often, men and women are under different working conditions and with different risks that require the adoption of specific and adapted measures.

IDIBELL has different articles incorporated into the collective agreement on risk prevention.

Apart from that included in the collective agreement, IDIBELL also has two documents that set the guidelines to be followed in terms of prevention. The first is the internal prevention policy that is communicated to the entire workforce.

It should be noted that this Plan already includes a specific section on "The control of occupational violence and/or harassment at work" and it details the existence of a specific document with questions that may arise in relation to this issue both for the internal staff of the centre and for those who have just joined, and an email is provided to contact HR, prevention, or the equality commission.

In addition, due to the type of work carried out by the centre, the guide "For the evaluation and prevention of risks related to exposure to biological agents" is also applied.

ELEMENTS DETECTED	ACTIONS DERIVED
There is no assessment of job positions.	Prepare a correct assessment of job positions through a points system.
Bulk of the workforce with a contractual relationship determined by work and service or production circumstances. There are no significant differences in the contractual relationship of women and men.	Work to stabilise and retain the talent of the team with long-term contractual ties as long as the service, project, or grant allows.
Performance of a similar annual work day.	
The collective agreement of application includes different articles related to the distribution of the working day, permits, holidays, etc.	Maintain the collective agreement or applicable agreements updated to current regulations regarding conciliation permits.
No co-responsibility campaigns have been carried out.	Carry out campaigns to promote the use of time management policies in men and women.

There is no systematised data, disaggregated by sex, on the use made of leave for the care of minors, ascendants, dependents, etc.	Prepare a systematised record that allows an annual data comparison.
In the survey phase, there is some ignorance regarding conciliation policies, although in some cases, women show greater knowledge than men.	Prepare a guide that includes all the permits available to IDIBELL to adapt the work and personal life of the team, and incorporate it into the welcome manual or corporate documentation.
Different documents relating to health surveillance are available (prevention policy, prevention plan, biological risk manual, etc.)	
Systematised data are available disaggregated by sex of sick leave, accidents, and illnesses occurred in the last year.	
The risk prevention plan includes references to the prevention of harassment.	

REMUNERATION POLICY AND REMUNERATION AUDIT

The remuneration policy **refers to the set of principles and guidelines that orientate the organisation concerning the remuneration of workers.**

The remuneration policy has, among others, the following objectives:

- > Attract and maintain competent and effective staff.
- > Compensate for the competence and effort required.
- > To satisfy the economic needs of a personal, family, and social nature of the workforce.

From a gender perspective, in addition, the **remuneration policy must be governed by the principles of equity and equal opportunities, affording value - and remunerating accordingly -** both to traditionally feminised tasks and traditionally male-dominated tasks.

It should be noted that pay inequality between women and men is a reality in Catalonia, with a gender gap of around 22.2%.²

This gap is due to several factors, among which the following stand out: the part-time employment of women, their lower presence in the highest-paid professional categories, the glass ceiling – or difficulties faced by women in accessing hierarchical positions – and direct wage discrimination – lower remuneration for a position equal to or of equal value for being a woman.

Royal Decree 902/2020, on equal pay between women and men, obliges all companies to have an annual remuneration register, which must include the average values of wages, salary supplements, and extra-salary perceptions of the workforce disaggregated by sex and distributed in accordance with the applicable labour classification. Thus, the remuneration

² Source: IDESCAT, data from February 2021.

register of an organisation must include, conveniently broken down by sex, the arithmetic mean and arithmetic median of what is really perceived for each of these concepts in each professional group, professional category, level, position, or any other applicable classification system, specifying the difference in remuneration by sex (salary gap).

Regarding the data analysed, **the average and median of the annual overall remuneration at IDIBELL is practically identical** for women and men, finding an **average gap of less than 0.1%**.

With regard to overall hourly remuneration, the gap increases slightly, to 6.7%, and is unfavourable for men. This difference between the average annual remuneration and the average hourly remuneration is because the annual remuneration does not take into account the different hourly dedication of the people who make up the IDIBELL: given that there are more women with partial or reduced working days, the average is more favourable to them when analysing the price/hour.

As for the departments, we find an important gap, greater than 25%, in the Area of Development, Business and Innovation, Organisation and People, and in the departments of Biostatistics, Bioinformatics, Accounting, Competitive Calls, General Management, Research Grant Management, Management and Administration, Personnel Management, Microscopy, Risk Prevention, in the Communication and Patronage units, and the Portfolio Management unit.

ELEMENTS DETECTED	ACTIONS DERIVED
Almost non-existent annual global pay gap.	Objectify or correct wage differences for equal positions, especially when the gap exceeds 25%.
Lack of a relationship of job positions.	Need to have a list of job positions.
Professional categories need to be defined.	Need to define a system of professional categories.
Lack of annual salary register.	Need to prepare a salary register broken down by remuneration supplements and sex.
Lack of valuation of job positions.	Need to apply a system for assessing job positions.
Most of the respondents consider that there is pay inequality.	Need to define criteria and standardise remuneration policy.

PREVENTION AND ACTION AGAINST HARASSMENT, BASED ON SEX, SEXUAL ORIENTATION, SEXUAL IDENTITY, AND GENDER EXPRESSION.

Harassment is a serious attack on the freedom, integrity, and dignity of a person, and can be considered, when derived from unequal gender relations, a manifestation of gender-based or LGBTIphobic violence.

Sexual harassment is considered to be a set of verbal, non-verbal, or physical behaviours of a sexual, unwanted nature that are aimed at or produce the effect of threatening the dignity of a person or creating an intimidating, hostile, denigrating, humiliating, offensive, or annoying environment for them.

Although harassment is a type of aggression that is characterised by repetition, in cases of special severity, a single behaviour can be considered sexual harassment.

It is a form of abuse that is exercised from a perception or feeling of psychic or physical power with respect to the person being harassed, and there may or may not be hierarchical superiority.

Harassment originates in the workplace and may continue outside this area. Sometimes, a single act, due to its allegedly criminal or extremely offensive nature, can in itself constitute a case of harassment.

IDIBELL has a specific procedure, approved in 2017, "Act and prevent situations of internal occupational violence", which aims to manage interpersonal conflicts between personnel hired by IDIBELL.

ELEMENTS DETECTED	ACTIONS DERIVED
Existence of a procedure to address harassment.	Need to review the procedure, both in terms of the conceptual framework, concrete procedure, and form.
Interview for the purpose of friendly agreement included as a resolution mechanism.	Eliminate this type of action as a form of resolution. Guarantee non-impunity and reparation in situations of harassment.
Ignorance of the existence of the procedure, as well as its content, by an important part of the workforce.	Disseminate the procedure in the welcome process, on the intranet, and through the communication channels available to the organisation.
Absence of training and awareness-raising actions on harassment.	Organise training aimed at people who have to carry out functions of prevention, receipt of complaints, instruction and/or monitoring of situations of harassment.
Lack of awareness-raising actions aimed at all staff.	Organise awareness-raising actions aimed at all staff.
Lack of reference people in cases of harassment.	Appoint referent people in harassment.

8. PLANNING AND DISSEMINATION PHASE

The planning phase is one in which action measures are designed aimed at enhancing the culture of gender equality and correcting the deficiencies detected during the diagnostic phase.

These measures respond to the **objectives proposed** during the commitment phase:

Measure 1	Provide a budget for this equality project
Objective	Incorporate the principle of equal opportunities at all levels of the organisation
Responsible	Chair of the Equality Committee
Temporality	Annual
Resources	Time of the person responsible for the action + other possible costs Computer/Internet
Monitoring indicators	Existence of an annual budget for the implementation of the equality plan.

Measure 2	Create two preventive anti-harassment instruments agreed upon within the Equality Plan Monitoring Commission and incorporate them into the welcome manual, wherein the equality policies available at IDIBELL are also incorporated
Objective	Incorporate the principle of equal opportunities at all levels of the organisation
Responsible	Head of the Talent Unit
Temporality	2 nd semester 2023
Resources	Time of the person responsible for the action + Computer / Internet / Training room
Monitoring indicators	<ul style="list-style-type: none"> > The reception manual has been drafted > What has been incorporated? > How has it been communicated? > Main results

Measure 3	Offer mandatory specific training in equal opportunities and equity to people occupying command positions or who manage teams, and it will be taken into account when prioritising projects
Objective	Promote a culture of equality and gender equity among the group of people who make up the organisation

Responsible	Head of the Talent Unit
Temporality	2 nd semester 2023
Resources	Training cost (or FUNDAE credit) Training room/Projector
Monitoring indicators	<ul style="list-style-type: none"> > The training has been carried out > Number of people trained disaggregated by sex > Training syllabus > Result of the training assessment

Measure 4	Carry out gender awareness training aimed at all staff, a different one each year with the aim of reaching at least 70% of the staff in four years
Objective	Promote a culture of equality and gender equity among the group of people who make up the organisation
Responsible	Heads of the Talent and Communication Units
Temporality	Semi-annual
Resources	Training cost (or FUNDAE credit) Training room/Projector
Monitoring indicators	<ul style="list-style-type: none"> > The training has been carried out and how many > Number of people trained disaggregated by sex > % Staff that each person in charge has pending to raise awareness > Training syllabus > Result of the training assessment > Number of informative actions of the proposed training

Measure 5	Coordinate the implementation of the equality plan with the development of the HRS4R program
Objective	Guarantee equal opportunities in access to work and training, as well as in the professional development of women and men.
Responsible	Head of the Talent Unit
Temporality	Year 2023
Resources	Time of the person responsible for the action Computer/Internet
Monitoring indicators	<ul style="list-style-type: none"> > Has the implementation been carried out? > Teams/areas or people who have participated? > Main results?

Measure 6	Develop instruments (interview guidelines, blind CVs, etc.) to guarantee egalitarian selection and promotion processes and objectives
Objective	Guarantee equal opportunities in access to work and training, as well as in the professional development of women and men.
Responsible	Head of the Talent Unit
Temporality	2 nd semester 2024
Resources	Time of the person responsible for the action Computer/Internet
Monitoring indicators	<ul style="list-style-type: none"> > Have two issues been incorporated related to guaranteeing egalitarian selection and promotion processes? > What strategies have been defined > Assessment and impact of strategies

Measure 7	Carry out a Training Plan based on needs detected in a participatory way and in coordination with the different areas, including the gender perspective
Objective	Guarantee equal opportunities in access to work and training, as well as in the professional development of women and men
Responsible	Head of the Talent Unit
Temporality	Annual
Resources	Time of the person responsible for the action Computer/Internet
Monitoring indicators	<ul style="list-style-type: none"> > A Training Plan has been approved > Have needs been detected? > How has it been planned? > What has been the team's perception > Changes observed in training planning > Aspects with a gender perspective that have been introduced into the Training Plan

Measure 8	Provide resources and training to a person from the Personnel Department to lead the project
Objective	Guarantee equal opportunities in access to work and training, as well as in the professional development of women and men
Responsible	Head of the Talent Unit
Temporality	2 nd semester 2023

Resources	Time of the person responsible for the action Computer/Internet
Monitoring indicators	<ul style="list-style-type: none"> > Has the person been appointed? > What training have they received? > What functions are assigned to them? > Has the existence of this figure been communicated to the workforce?

Measure 9	Review and systematise existing conciliation measures
Objective	Promote an ordination of working time that favours the conciliation of personal, family, and work life.
Responsible	Head of the Personnel Management Unit
Temporality	2 nd semester 2023
Resources	Time of the person responsible for the action Computer/Internet
Monitoring indicators	<ul style="list-style-type: none"> > Was the review performed? > What measures have been incorporated? > Has it been reported to the workforce? > Through what channels?

Measure 10	Communicate to the staff, through the welcome manual or other corporate documents, all the permits provided by the legislation on conciliation
Objective	Promote an organisation of working time that favours the conciliation of personal, family, and work life
Responsible	Heads of the Talent and Communication Unit
Temporality	2 nd semester 2023/ Annual
Resources	Time of the person responsible for the action + computer resources Computer/Internet
Monitoring indicators	<ul style="list-style-type: none"> > Has it been incorporated into the corporate documentation > In which documents? > What has been the <i>feedback</i> from the staff?

Measure 11	Know the workforce's conciliation needs through the elaboration of an open survey to this end
Objective	Promote an organisation of working time that favours the conciliation of personal, family, and work life
Responsible	Head of the People Management Unit
Temporality	1 st semester 2023 / Annual
Resources	Time of the person responsible for the action + printing cost or cost of preparing the campaign Computer/Internet
Monitoring indicators	<ul style="list-style-type: none"> > Have conciliation needs been detected through the survey? > Through which channels? > Results obtained > Actions proposed based on the results

Measure 12	Implement 1 measure of staff co-responsibility in tasks of care and attention to people
Objective	Promote an organisation of working time that favours the conciliation of personal, family, and work life.
Responsible	Head of the People Management Unit
Temporality	2 nd semester 2023 / Annual
Resources	Time of the person responsible for the action Computer/Internet
Monitoring indicators	<ul style="list-style-type: none"> > Number of measures taken > Number of people adhering to the measures > Number of campaigns carried out for dissemination > What content have the campaigns collected > Through which channels have they been disseminated > <i>Feedback</i> received from the workforce

Measure 13	Carry out a study and assess the extension of the period for reserving the specific work position, for those people who have had to request a special leave of absence
Objective	Promote an organisation of working time that favours the conciliation of personal, family, and work life
Responsible	Head of the People Management Unit
Temporality	1 st semester 2024 / Annual
Resources	Time of the person responsible for the action + computer resources Computer/Internet

Monitoring indicators	<ul style="list-style-type: none"> > Has the study been carried out? > Main results? > Has it been possible to reserve a position? > Has it been reported to the workforce? > Number of places occupied by people who have been on a leave of absence?
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Measure 14	Create a breastfeeding room in good condition (with toilet, chair, hand paper, etc.) for people who re-join after maternity leave
Objective	Promote an organisation of working time that favours the conciliation of personal, family, and work life
Responsible	Head of the People Management Unit and Prevention Service
Temporality	Year 2025
Resources	Time of the person in charge + financial resources of the corresponding works
Monitoring indicators	<ul style="list-style-type: none"> > Has the room been created? > Acceptance by the team? > Report of the use made of the room?

Measure 15	Incorporate the gender perspective into the work environment survey. Also in the psychosocial risk survey
Objective	Ensure healthy, satisfactory, and equitable working conditions for all the staff of the organisation
Responsible	Head of the Talent Unit and Health and Safety Committee
Temporality	1 st semester 2024 / Annual
Resources	Time of the person responsible for the action Computer/Internet
Monitoring indicators	<ul style="list-style-type: none"> > Has the work environment/psychosocial risk survey been carried out? > Has the gender perspective been incorporated? > Have differential results been detected according to gender? > Actions derived from differential results?

Measure 16	Review internal and external communication in order to definitively eradicate the use of the male generic
Objective	Ensure egalitarian, inclusive, and non-sexist corporate communication

Responsible	Head of the Communication and Patronage Unit
Temporality	2 nd semester 2023 / Half-yearly
Resources	Time of the person responsible for the action Computer/Internet
Monitoring indicators	<ul style="list-style-type: none"> > The communication has been reviewed > No. of internal documents that have been reviewed > No. of modifications (old and new documents revised)

Measure 17	Work towards clear communication that guarantees transparency and access to information
Objective	Ensure egalitarian, inclusive, and non-sexist corporate communication.
Responsible	Head of the Communication and Patronage Unit
Temporality	2 nd semester 2023 / Half-yearly
Resources	Time of the person responsible for the action Computer/Internet
Monitoring indicators	<ul style="list-style-type: none"> > Has it been carried out? > Impact of the implementation of the action?

Measure 18	Train the personnel in charge of generating IDIBELL's internal and external communication in matters of non-sexist communication
Objective	Ensure egalitarian, inclusive, and non-sexist corporate communication
Responsible	Head of the Talent Unit
Temporality	1 st semester 2024 / Annual
Resources	Time of the person responsible for the action Computer/Internet
Monitoring indicators	<ul style="list-style-type: none"> > Has the training been carried out? > Number of people who have attended > Training program? > Training results?

Measure 19	Train the entire staff in non-sexist communication to improve communication in networks and conferences
Objective	Ensure egalitarian, inclusive, and non-sexist corporate communication

Responsible	Head of the Talent Unit
Temporality	1 st semester 2024 / Annual
Resources	Time of the person responsible for the action + teaching cost of training/awareness or (FUNDAE) Computer/Internet
Monitoring indicators	<ul style="list-style-type: none"> > The training has been carried out > Number of people formed disaggregated by sex > Training syllabus > Result of the training assessment

Measure 20	Carry out a specific protocol for the prevention and management of sexual harassment, based on sex, gender identity, or sexual orientation
Objective	Prevent and act in situations of harassment in the workplace
Responsible	Head of the People Management Unit and Prevention Service
Temporality	1 st semester 2023 (annual review)
Resources	Time of the person responsible for the action Computer/Internet
Monitoring indicators	<ul style="list-style-type: none"> > Has the protocol been carried out? > Has it been reported to the workforce?

Measure 21	Plan harassment awareness sessions aimed at all staff
Objective	Prevent and act in situations of harassment in the workplace
Responsible	Head of the Talent Unit
Temporality	1 st semester 2024/ Annual
Resources	Time of the person responsible for the action + teaching cost of training/awareness or (FUNDAE) Computer/Internet
Monitoring indicators	<ul style="list-style-type: none"> > Awareness training - sessions have been planned > No. of sessions carried out (they are mandatory) > No. of women and men attending

Measure 22	To offer specialised training in the prevention and management of harassment to the people who make up the Commission against harassment
Objective	Prevent and act in situations of harassment in the workplace
Responsible	Head of the Talent Unit
Temporality	1 st semester 2023 / Annual

Resources	Time of the person responsible for the action + teaching cost of training/awareness or (FUNDAE) Computer/Internet
Monitoring indicators	<ul style="list-style-type: none"> > The training has been carried out > Number of people formed disaggregated by sex > Training syllabus > Result of the training assessment

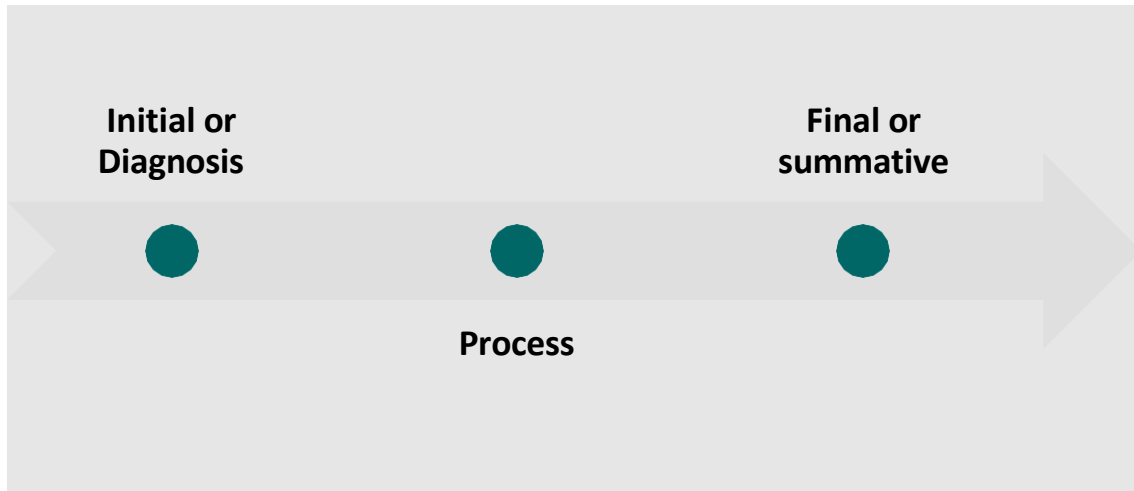
Measure 23	Incorporate references to the harassment prevention protocol into the welcome manual, as well as the name of the referents / commission
Objective	Prevent and act in situations of harassment in the workplace
Responsible	Head of the Talent Unit
Temporality	1 st semester 2023 (annual review)
Resources	Time of the person responsible for the action Computer/Internet
Monitoring indicators	<ul style="list-style-type: none"> > Incorporated into the welcome manual > Has any feedback been received from the workforce?

Measure 24	Carry out a collaboration with PRISMA (an association that gives visibility to the LGTBIQA+ collective in science) in order to accredit IDIBELL as a research centre in "safe spaces for research" by the LGTBI collective
Objective	Prevent and act in situations of harassment in the workplace
Responsible	Head of the Talent Unit
Temporality	2 nd semester 2023 (Annual Review)
Resources	Time of the person responsible for the action Computer/Internet
Monitoring indicators	<ul style="list-style-type: none"> > Has contact been made with PRISMA? > Result obtained? > Requirements for accreditation as a secure centre? > Has accreditation been achieved?

MODIFICATION, MONITORING, AND EVALUATION PROCEDURE

The last phase of the Plan is that of evaluation: it is a crucial phase as it allows us to know the effectiveness and results obtained as well as the obstacles encountered along the way and, therefore, guide the next edition of the Equal Opportunities Plan.

The evaluation consists of three stages:



The initial evaluation is that carried out in the diagnostic phase. Then, during the implementation of the Plan, a follow-up evaluation must be carried out, based on the indicators associated with each measure, which will indicate the degree of development of the measures and compliance with the established calendar, as well as the degree of acceptance of the measures by the staff, the obstacles or difficulties encountered, and the readjustments that must be carried out.

It is important to remember that continuous or process assessment is an unavoidable requirement given that the Plan is a living tool oriented towards the transformation of reality and not a mere protocol of legal compliance. Thus, the Monitoring and Evaluation Committee must meet, at least, biannually and draw up annual monitoring reports, which will be made known to all personnel through the established mechanisms.

The last step is the performance of a final evaluation based on the analysis of the degree of achievement of the objectives set. This evaluation must be the basis for a new situation diagnosis, and will be carried out in the middle of the validity of the plan (two years after entry into force) and at the end of the validity of the plan (after four years).

The final evaluation must measure:

- > The degree of achievement of the objectives set out in the Plan.
- > The impact of the Plan:
 - Dissemination of the equal opportunities culture in the organisation.
 - Reduction of the imbalances detected in terms of presence, participation, and working conditions of women and men in the corporation.
 - Increase in tools and mechanisms to guarantee equity and non-discrimination.

- Impact on the culture of time and opportunities for reconciling personal and work life.

For the final evaluation there must be:

Follow-up reports made throughout the process.

- > Updating of the quantitative data used in the diagnostic evaluation.
- > Updating and incorporation of new documents and related protocols.
- > Initial survey aimed at staff and periodic surveys that have been carried out subsequently.
- > In-depth interviews and discussion groups.

The Equality Plan Monitoring and Evaluation Committee will be responsible for preparing the final evaluation report and its dissemination to make it known to all staff.

If during the implementation of the project IDIBELL's reality was significantly modified, the commission must meet to assess whether it is necessary to redo or modify the diagnosis and equality plan, using the same methodology that was used for the drafting of this project.

9. DISCREPANCY RESOLUTION PROCESS

For the resolution of any discrepancy arising during the implementation of this project, the same mechanisms will be used as during the negotiation phase of the equality diagnosis. That is, negotiation within the monitoring and evaluation committee (made up of the representative bodies and the part of the centre) until an agreement is reached by both parties. If the disagreement persists, the **commission** may refer to the autonomic procedures and bodies for conflict resolution. These may be the bodies defined by the Labour Court of Catalonia or by the joint commission established in the applicable collective agreement.

The result of the negotiations will be reflected in writing and signed by the negotiating parties to be subsequently sent to the competent labour authority, for the purposes of registration, deposit, and publicity in the terms provided by regulations.

10. SUBSCRIBER PARTIES

This equality plan, as well as the previous diagnosis, has been validated and agreed upon by the entire negotiating committee who signs at the bottom of this document.

This document is a translation of the original in Catalan (IDI-DOC-070_v04 Pla d'Igualtat).



L'Hospitalet de Llobregat, January 17th, 2023.