



GENDER EQUALITY PLAN

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1. LEGAL FRAMEWORK

Equality between men and women is a universal legal principle recognised in different national and European texts. Based on this, this Gender Equality Plan was created as a fundamental principle of labour relations and human resources management in the company for the human resources management in the company which is based on the right to Equality without any discrimination whatsoever.

The Community Directives (2002/79/EC and 2004/113/EC) have made it necessary for EIM to implement a Gender Equality and Workplace Insertion Plan that adopts different measures in relation to the right to effective Equality of treatment and opportunities in our organisation between women and men, through the elimination of discrimination and inequalities of women, the elimination of obstacles and stereotypes that prevent this from being achieved, through the prevention of discriminatory behaviour and the right to the reconciliation of personal, family and working life. With this, after a previous diagnosis through EIM's Equality Committee, a Gender Equality Plan is proposed with different positive action measures to achieve effective and real equality between women and men in labour relations, without any type of discrimination, within the framework of the company's Corporate Social Responsibility.

2. SCOPE OF APPLICATION

This Gender Equality Plan is applicable to EIM's Headquarters and covers the entire workforce.

This document will come into force on the day following the signature of the members of the EIM Equality Committee.

3. DURATION OF THE PLAN

The validity of this Plan will be for 4 years (from 01/01/2019 to 31/12/2023), understanding that the set of measures included in this document are ordered and oriented to achieve a series of objectives and that they can be satisfied in different periods of time and that there may be corrections of measures and therefore changes in the deadlines of achievement.

Therefore, the EIM's Equality Committee considers that all the measures included in this document will be reviewed and evaluated biannually, in order to close them and evaluate the elaboration of new ones.

4. PILLARS OF THE EQUALITY PLAN

This Gender Equality Plan is a set of measures and actions that must be complied with in our company and is mainly based on the following pillars:

1. Aimed at the entire workforce, not being exclusive to women.
2. Adopting a transversal approach to gender. This implies the incorporation of the gender perspective in the management of the company in all its policies.
3. Preventive, corrective and open to changes and new measures to eradicate discrimination.
4. Considering participation and dialogue as a basic principle and the main working tool.
5. Based on a commitment by the company, guaranteeing the human and material resources needed for its material resources necessary for its implementation, monitoring and subsequent evaluation.

5. DIAGNOSIS OF THE SITUATION

EIM has carried out a diagnosis of the situation of Equality in accordance with the following principles:

- Principle of Equal Treatment between men and women.
- Principle of non-discrimination on grounds of sex, racial or ethnic origin, religion or belief, disability, age or sexual orientation.
- Principle of prohibition of sexual harassment and/or violence.
- Principle of indemnity against retaliation,

Specifically, the different aspects have been analysed in the diagnostic phase:

- General Framework: Age and sex, hierarchical levels, and areas.

- People Management: Selection and Recruitment, Hiring, Staff Turnover, Training, Internal Promotion, Work-Life Balance.
- Salary: Salary ranges
- Violence and/or Harassment: Detection and prevention, communication channels.
- Occupational Health: Detection and prevention, communication channels.

In this line, the main areas of action proposed in this Plan are the following:

- I. Consolidate policies on Equality and Equal opportunities.
- II. Implement measures that contribute to the employment and promotion of women, eliminating any possible barriers.
- III. Improve the company's promotion policies.
- IV. Improve measures for work-life balance.
- V. Incorporate salary remuneration policies at a general level.
- VI. Promote Occupational Health in the company.
- VII. Prevent situations of any kind of violence and/or harassment.
- VIII. Improve internal communication channels.

To this end, an Equality Commission has been established to carry out these policies, hold periodic meetings, and evaluate and monitor.

6. OBJECTIVES OF THE EQUALITY PLAN

This Plan will serve as a protocol of action for all EIM members, always favoring situations of equity, respect, and guaranteeing real and effective Equality between women and men through positive actions, thus avoiding any type of discrimination.

The objectives pursued by the EIM Gender Equality Plan are as follows:

- I. Apply the gender perspective to all areas, policies, and decisions of the company, adopting gender mainstreaming.
- II. Increase the balance of the workforce to avoid gender inequality and achieve a balanced representation of women and men in the company.
- III. Promote the possibilities of women's access to positions of responsibility, contributing to reducing inequalities.
- IV. Continue with the selection and hiring processes that promote Equality and avoid any type of segregation and discrimination.
- V. Guarantee non-discrimination in salary based on sex through real remuneration policies.
- VI. Integrate the gender perspective into the management of occupational risk prevention.
- VII. Enhance internal training in the company without discrimination, facilitating the professional development of all employees.
- VIII. Raise awareness and train all members on Equality, regardless of position or role.
- IX. Guarantee the legal and conventional measures for reconciling work, family, and personal life of workers.
- X. Eliminate any form of direct or indirect discrimination that may exist in the company, particularly those derived from maternity and family responsibilities.
- XI. Prevent and avoid harassment situations that could occur in the workplace through a prevention and detection protocol.
- XII. Disseminate to our workers a channel to report situations of inequality, discrimination, and/or harassment.
- XIII. Provide the workforce with a suggestion space where they can propose prevention and action ways to achieve real Equality.
- XIV. Promote a business culture committed to Equality and non-discrimination, involving the entire Organization: Company Management, Middle Management, and workers.
- XV. Ensure adequate monitoring of the Equality situation in EIM and the proposed measures.

7. IMPLEMENTATION MEASURES

To achieve the objectives established in this Plan, different actions have been considered, resulting from the analysis of the EIM's situation diagnosis and the negotiation of the Equality Committee.

To this end, the following areas are established, and their corresponding measures are summarized:

7.1. CULTURE AND EQUALITY POLICY

a. Objectives:

- i. Apply the gender perspective to all areas, policies, and decisions of the company, adopting gender mainstreaming.
- ii. Promote a business culture committed to Equality and non-discrimination, involving the entire Organization: Company Management, Middle Management, and workers.
- iii. Ensure adequate monitoring of the Equality situation in EIM and the proposed measures.

b. Execution and monitoring deadlines:

- i. Annually, the company will provide the necessary information for the Commission to review compliance with the measures: Welcome Manual, communication protocol, etc.

c. Measures:

- i. Present the Welcome Manual to all new employees.
- ii. Raise awareness, communicate, and train all staff to raise awareness of the benefits of real and effective Equality in the company.
- iii. Establish a Communication and permanent feedback protocol within our company accessible to all staff to continuously improve the plans.
- iv. Adopt and set an example from the EIM's Senior Management, personally, of work-life balance measures to raise staff awareness of their importance in the corporate culture of the company.

7.2. SELECTION AND RECRUITMENT OF STAFF

a. Objectives:

- i. Increase the balance of the workforce to avoid gender inequality and achieve a balanced representation of women and men in the company.
- ii. Promote the possibilities of women's access to positions of responsibility, contributing to reducing inequalities.
- iii. Continue with the selection and hiring processes that promote Equality and avoid any type of segregation and discrimination.

b. Execution and monitoring deadlines:

- i. Annually, the company will provide the necessary information for the Commission to review compliance with the measures: workforce composition, according to the type of contract, functional area, workday, training provided, etc.

c. Measures:

- i. Comply with the Selection and Recruitment Protocol, which ensures non-sexist language, equity in selecting candidates without exclusion based on sex or other types of discrimination (gender, age, culture, etc.).
- ii. Encourage the increase of women in positions of greater responsibility in the areas where they are underrepresented, as long as they meet the required and demanded requirements and merits.
- iii. Establish Collaboration Agreements with Professional Centers and Universities for student internships, applying positive actions (students of less represented gender by age, areas to be covered, etc.).

7.3. PROMOTION AND PROFESSIONAL DEVELOPMENT

a. Objectives:

- i. Promote the possibilities of women's access to positions of responsibility, contributing to reducing inequalities.

- ii. Enhance internal training in the company without discrimination, facilitating the professional development of all employees.

b. Execution and monitoring deadlines:

- i. Annually, the company will provide the necessary information for the Commission to review compliance with the measures: professional promotions by sex, indicating functional area, type of contract, remuneration, and destination.

c. Measures:

- i. Prioritize internal promotion over external hiring.
- ii. Establish positive action measures in internal promotion bases under Equal conditions of suitability and competence.
- iii. Increase the participation of the less represented gender.
- iv. Review the performance evaluation system to guarantee Equal opportunities and non-discrimination between women and men in the entire workforce.

7.4. AWARENESS OF EQUALITY OF NEW OPPORTUNITIES

a. Objectives:

- i. Enhance internal training in the company without discrimination, facilitating the professional development of all employees.
- ii. Raise awareness and train all members on Equality, regardless of position or role.

b. Execution and monitoring deadlines:

- i. Annually, the company will provide the necessary information for the Commission to review compliance with the measures: training provided and corporate activities carried out.

c. Measures:

- i. Conduct an Equality training day aimed at all staff.
- ii. Organize corporate activities or events to raise awareness of Equal opportunities and non-discrimination.
- iii. Send news or outstanding articles on Equality to all staff.

7.5. APPLICATION OF AN EQUITABLE REMUNERATION POLICY

a. Objectives:

- i. Promote the possibilities of women's access to positions of responsibility, contributing to reducing inequalities.
- ii. Guarantee non-discrimination in salary based on sex through real remuneration policies.

b. Execution and monitoring deadlines:

- i. Annually, the company will provide the necessary information for the Commission to review compliance with the measures: remuneration policy.

c. Measures:

- i. Establish a remuneration policy on salary Equality in all areas of the company.
- ii. Advance during the validity of the Plan in the homogenization of the amounts of those salary supplements where possible.
- iii. Advise those workers and employees who are victims of salary discrimination and disseminate their rights.
- iv. Guarantee objectivity and transparency in all criteria defined in the company's salary structure and job classification.

7.6. WORK-LIFE BALANCE

a. Objectives:

- i. Guarantee the legal and conventional measures for reconciling work, family, and personal life of workers.
- ii. Eliminate any form of direct or indirect discrimination that may exist in the company, particularly those derived from maternity and family responsibilities.

b. Execution and monitoring deadlines:

- i. Annually, the company will provide the necessary information for the Commission to review compliance with the measures: training provided.

c. Measures:

- i. Inform about the work-life balance measures accessible to the entire workforce, including:
 - Work calendar with flexible and/or personalized hours.
 - Maternity and paternity measures.
 - Possibility of requesting leaves of absence.
 - Sectoral mobility.
- ii. Meetings proposed by the company will be held within the employee's workday and hours.
- iii. Home-office is offered full-time at the employee's request, making it compulsory to attend specific meetings at office when necessary.

7.7. OCCUPATIONAL HEALTH

a. Objectives:

- i. Integrate the gender perspective into the management of occupational risk prevention. II. Provide the workforce with a suggestion space where they can propose prevention and action ways to achieve real Equality.

b. Execution and monitoring deadlines:

- i. Annually, the company will provide the necessary information for the Commission to review compliance with the measures: monitoring of accidents, occupational diseases, etc.

c. Measures:

- i. Develop an Occupational Risk Prevention document that ensures preventive measures, considering specific actions in case of pregnancy and breastfeeding that match the current work reality.
- ii. Temporally monitor the procedure for protecting workers during pregnancy and breastfeeding, identified risks, and preventive measures considered.
- iii. Send news or outstanding articles on occupational risk prevention.

7.8. PREVENTION OF VIOLENCE AND/OR HARASSMENT SITUATIONS

a. Objectives:

- i. Prevent and avoid harassment situations that could occur in the workplace through a prevention and detection protocol.
- ii. Disseminate to our workers a channel to report situations of inequality, discrimination, and/or harassment.
- iii. Provide the workforce with a suggestion space where they can propose prevention and action ways to achieve real Equality.

b. Execution and monitoring deadlines:

- i. Annually, the company will provide the necessary information for the Commission to review compliance with the measures: number of harassment cases, suggestions, actions taken, etc.

c. Measures:

- i. Present to all staff the Protocol for Action in cases of violence and/or harassment to facilitate prevention.
- ii. Disseminate to the entire workforce badges against gender violence, promoting visibility by all workers.
- iii. Facilitate the change of work center and/or work shift to victims of gender violence, as far as possible and always considering the operational and organizational capabilities.
- iv. Promote the hiring of women victims of gender violence, as long as the required skills for the position match their profiles in each specific case.

8. MONITORING AND EVALUATION OF THE EQUALITY PLAN

The EIM Equality Committee will be responsible for monitoring and evaluating each of the proposed measures. This phase will be carried out regularly and will provide information on possible needs and/or difficulties encountered during implementation.

8.1. EQUALITY COMMISSION

a. Constitution:

- i. The parties signing this Gender Equality Plan agree to create a Monitoring and Evaluation Committee to interpret the content of the Plan and evaluate compliance with the measures included, as well as the objectives.
- ii. This Equality Committee will be responsible for monitoring and evaluating the EIM's Gender Equality Plan.

b. Composition:

- i. The composition of the commission must be equal. It will consist of representatives of the company and workers.
- ii. The appointment of the Commission members will be made within fifteen calendar days following the signing of the Plan.
- iii. The company Management and People Management will appoint their representatives in the Equality Commission.

EIM's President: Mr. Àngel Font

Managing Director: Mrs. Elke Moors

c. Functions:

- i. Ensure that the company complies with the principle of Equal treatment and opportunities between men and women.
- ii. Monitor and evaluate compliance with the measures outlined in the Equality Plan.
- iii. Propose corrective measures to better achieve the objectives in view of the effectiveness of the specific measures adopted.
- iv. Advise on Equality and resolve conflicts arising from the application and interpretation of this Plan.
- v. Analyze the adequacy of resources, methodologies, and procedures implemented in the Plan's development.

d. Evaluation aspects:

- i. Degree of achievement of the Plan's objectives.
- ii. Level of correction of the inequalities detected in the diagnoses.
- iii. Level of development of the actions undertaken.
- iv. Degree of difficulty perceived in implementing the measures.
- v. Type of difficulties and solutions undertaken.

e. Functioning:

- i. To fulfill the functions assigned, the Equality Commission must have statistical information with the criteria established in each measure mentioned earlier.
- ii. The Commission will meet at least twice a year on an ordinary basis, and extraordinary meetings will be held at the initiative of one of the parties, after prior notification by email, not exceeding the meeting deadline by more than 30 days from the request.
- iii. For notifications and calls, the Commission's address is set at: EIM, European Innovation Marketplace: Rue de Trèves 49, 1040 Bruxelles, Belgium.
- iv. The email address to be used for staff to express improvements and indicate possible threats and/or inequalities found is: a.font@eimtech.eu

f. Agreements:

- i. The Commission's agreements will require the favorable vote of the majority, and these will be binding on all parties.
- ii. Minutes will be taken of each meeting, where the agreements and commitments reached will be recorded. These minutes will be read and approved at each meeting.
- iii. The validity of the agreements recorded in the minutes will be subject, in any case, to the subsequent approval of the Commission, and at each meeting, the previous approvals will be reported.

9. SIGNATURE OF THE EQUALITY PLAN

Gathered all the members of the Equality Committee, it is agreed on January 1, 2024, to sign the Gender Equality Plan of EIM European Innovation Marketplace.

President:

Mr. Àngel Font



Managing Director:

Mrs. Elke Moors