

Gender Equality Plan (GEP)

of ZEPHIR Passivhaus Italia

Introduction

At ZEPHIR, we are committed to fostering an inclusive environment that promotes gender equality across all areas of our organization. This Gender Equality Plan (GEP), endorsed by our top management, outlines the strategies, resources, and actions that will be implemented to achieve these goals. This plan integrates principles of equality and inclusion, aiming to address systemic challenges and implement effective measures.

1. Commitment and Governance

This GEP is endorsed by our Scientific Director, Dr. Francesco Nesi, demonstrating our institution's commitment to advancing gender equality. The plan is published on our website and will be updated annually to reflect progress and evolving priorities. A dedicated governance structure ensures accountability and alignment with institutional goals.

2. Dedicated Resources

- **Gender Equality Office/Team:** A dedicated team, led by a Gender Equality Officer, will oversee the implementation and monitoring of the GEP. This team will collaborate across departments to ensure integration into all institutional activities.
- **Budget Allocation:** Resources will be allocated for training programs, data collection, and initiatives to address gender imbalances. Dedicated funds will also support activities aimed at increasing awareness and institutional capacity.

3. Data Collection and Monitoring

- **Disaggregated Data:** Collect and maintain sex/gender-disaggregated data on personnel to ensure transparency and identify gaps.
- **Indicators:** Use specific indicators to measure progress in areas such as recruitment, leadership, and career progression, ensuring data is reviewed and utilized to inform policy adjustments.
- **Annual Reporting:** Publish an annual report detailing progress and challenges, ensuring transparency and accountability.

4. Training and Awareness

- **Awareness Programs:** Regular training sessions for staff and decision-makers to raise awareness about gender equality and unconscious biases, with a focus on practical application.
- **Workshops:** Interactive workshops focusing on gender-sensitive practices in recruitment, research, and decision-making, with tailored sessions for different departments.
- **Mandatory Training:** Gender equality training incorporated into onboarding processes for all new staff to establish foundational awareness from the start.

5. Key Areas and Measures

5.1 Work-Life Balance and Organizational Culture

- Flexible working arrangements to support work-life balance, ensuring accessibility across roles and departments.
- Policies promoting equal sharing of parental leave and caregiving responsibilities.
- Initiatives to foster a respectful and inclusive organizational culture, including events and awareness campaigns.

5.2 Gender Balance in Leadership and Decision-Making

- Establishing measurable targets for gender representation in leadership positions and decision-making bodies.
- Neutral electoral processes ensuring fair opportunities for all candidates.
- Leadership development programs and mentorship initiatives to support underrepresented groups.

5.3 Gender Equality in Recruitment and Career Progression

- Transparent and unbiased recruitment processes with clear guidelines to avoid gender bias.
- Regular audits and feedback mechanisms to identify and address barriers to career progression.
- Structured programs to support career development for women and other underrepresented genders, reinforcing equitable advancement opportunities.

5.4 Integration of Gender Dimension in Research and Teaching

- Encourage and support the inclusion of gender perspectives in research methodologies and teaching content.
- Provide specialized training for researchers and educators to effectively integrate gender analysis into their work.
- Monitor and evaluate the inclusion of gender dimensions in academic outputs to ensure continuous improvement.



5.5 Measures Against Gender-Based Violence and Sexual Harassment

- Implementation of a zero-tolerance policy for gender-based violence, including sexual harassment, supported by comprehensive awareness campaigns.
- Clear, accessible reporting mechanisms and robust support systems for victims.
- Preventative training programs to cultivate a safe and respectful environment for all.

6. Evaluation and Accountability

- **Internal Monitoring:** A designated team within the organization will oversee the implementation of the GEP, ensuring alignment with institutional goals.
- **Feedback Mechanisms:** Create open and confidential channels for staff to provide input on gender equality initiatives and report any concerns.
- **Flexible Review Process:** Regular internal evaluations will be conducted to assess progress, with adjustments made as necessary to reflect the organization's needs and priorities. External reviews may be considered selectively, ensuring cost-effectiveness and relevance to private sector operations.

Conclusion

This Gender Equality Plan is a living document, reflecting our institution's ongoing commitment to creating a fair and inclusive environment. By embedding these principles into our organizational fabric, we aim to achieve meaningful and lasting progress in gender equality.

Approved by:

Dr. Francesco Nesi

Scientific Director of ZEPHIR Passivhaus Italia



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Website: <http://www.passivhausitalia.com>