



acib

AUSTRIAN CENTRE
OF INDUSTRIAL
BIOTECHNOLOGY



GENDER EQUALITY PLAN

Gender Equality Plan – acib GmbH

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Preamble

Employees are the most important asset of any company, especially in times of immense international competition. This is all the more true for a research centre.

Central management tasks include the strategic bundling of corporate knowledge, the targeted orientation of know-how to specific research areas and technology markets, and the future-oriented development of scientific personnel. Diversity is an essential factor for innovation. In both academic and private-sector research, the diversity of research teams leads to new perspectives and ideas. Diversity contributes to the collective intelligence of a research group and not only fosters creativity, but also provides new contexts for understanding the social relevance of the research itself.

A successful R&D company must therefore offer its employees an inspiring working environment: This can be achieved through a culture of openness, diversity and appreciation as well as motivating professional development opportunities. Innovations thrive on different approaches and problem-solving perspectives. Crucial impulses for this are teams with employees from different cultural backgrounds and the equal promotion of all genders. Being aware of the fundamental importance of an open gender culture for scientific excellence, acib pursues a comprehensive strategy to support diverse ways of thinking and approaches so that different scientific and social competences from different educational contexts and gender role-specific competences can develop optimally in line with the company's mission.

1 Initial situation

Since its foundation the issue of gender equality has been an important corporate goal of acib. Accordingly, structures have already been established in the past that contribute considerably to gender equality. The implemented improvements of salary schemes, the working environment, the policy of flexibly adapting employment to personal needs, the encouragement to take the paternal leaves (pap month) and a progressive model for teleworking have resulted in a male-to-female ratio of 1:1.5 (as of December 2021), the majority of acib's own team leader as well as management positions being held by women.

acib fully supports the European Union's efforts to balance gender representation in research teams and policy and decision-making groups to improve innovation and research quality and is dedicated to diversity management and gender equality. acib has taken various measures to equally encourage its research staff to be active as project leaders, to coordinate high-level research projects and to open up to alternative research activities such as OPEN INNOVATION actions and high-risk scientific approaches.

2 acib gender equality strategy

The acib gender equality strategy aims to achieve holistic gender equality. Holistic equality means questioning internal processes at all levels of career development in order to identify and holistically eliminate the "hidden" gender gaps that exist alongside pay systems.

To achieve holistic equality, it is necessary to consider a well-mixed set of gender equality metrics. To achieve the key gender equality metrics, acib will implement measures at all levels of scientific careers within acib.

Furthermore, special attention will be paid to awareness building and understanding of gender equality issues.

Through this gender equality strategy measures will be taken to establish the following framework conditions:

- acib offers equal opportunities for professional development in science regardless of gender. Through gender-balanced staffing of management positions and decision-makers, acib offers a working climate that promotes equality.
- Gender-specific prejudices are openly addressed and made aware through targeted training programs. Targeted workshops will help to get rid of internal career barriers.
- Introduction and visualization of various role models helps to overcome internal barriers and gives new impulses for professional development.
- acib contributes to equally empower all genders for their professional development beyond the actual professional and serves as a career forge for future decision-makers in business and science.

3 Goals of the gender equality plan

- Identify and eliminate aspects in internal processes that hinder gender equality.
- Implementation of structures, institutions and working groups for continuous discussion and ensuring a permanent gender equality discourse in the company.
- Sustainable provision of resources for gender equality measures in the company.
- Ensure equal attractiveness as an employer for all genders.
- Strengthen measures to reconcile family/private and professional life.
- Promoting an appreciative organizational climate and communication culture through a clear positioning and unequivocal messages to the outside world and to all employees.
- Establish balanced role models to overcome internal barriers and provide new impetus for professional development.
- Gender balance in decision-making bodies and internal committees.

4 Process

In order to achieve the goals of the acib gender equality strategy, an iterative process is established that enables effective planning and implementation. Ongoing monitoring and evaluation ensure the high quality of the process.

- Based on qualitative and quantitative analyses, equality-oriented goals are formulated in a participatory process.
- Based on this process, measures and instruments are implemented.
- The efficiency of the measures and instruments and the degree of target achievement are evaluated on a regular basis.
- Deviations and causes for deviations will be analysed.

5 Organisational anchoring

In order to implement the gender equality strategy and achieve the gender equality goals, it is essential to anchor the gender equality measures within the organization of the research center. Boards and committees are created that are systematically and structurally involved in the development of gender equality activities. Furthermore, instruments are created that specifically involve all acib employees in the development and reflection of gender equality activities.

5.1 Equal Opportunities Officer

The tasks of the Equal Opportunities Officer appointed by the management and her/his deputy shall include:

- Head of the acib Gender Task Force (see 5.2).
- Team member of the decision-making body for gender management - COFED (see 5.3).
- Development of the acib gender equality strategy with objectives and measures within the framework of the gender equality plan together with the Gender Task Force (see 5.2).
- Demand-oriented organisation of events on gender equality issues.
- Participation in events and trainings and representation of acib regarding gender equality issues.
- Communicating gender equality issues in close coordination with corporate communications.

The deputy represents the Equal Opportunities Officer in all matters and acts as an alternative point of contact. This task is taken over by the the Head of HR, so that in case of a change of the Equal Opportunites Officer, continuity in the monitoring and implementation of gender equality measures is ensured.

5.2 Gender Task Force

The acib Gender Task Force acts as a sounding board for the COFED and acib management in the conception of gender equality measures in the company. The gender task force ensures the broadest possible communication of gender equality activities and measures in the organization and is an important source of information for the definition and implementation of specific gender equality measures. The Gender Task Force meets at least once a year and reports to the COFED (see 5.3). The Equal Opportunities Officer may convene the Gender Task Force for a special meeting at any time within a period of 14 days.

The Gender Task Force is chaired by the Equal Opportunities Officer and is composed of:

- Equal Opportunities Officer
- Head of Human Resources
- Works Council Chairperson

5.3 COFED

The Committee for Fairness, Equality and Diversity (COFED) has been set up to ensure a transparent and fair salary and career development along the occupational profile groups, irrespective of age, gender, sexual orientation, physical disability, social or regional origin, ethnic or national affiliation, religious affiliation or political views. Its composition and tasks are legally anchored in a company agreement.

The COFED consists of the Head of HR, the Head of Controlling and three members delegated by the works council and the Equal Opportunities Officer. The COFED meets at least every six months and reports to the management.

5.4 Gleichstellungs- Post-BOX

The equality mailbox equality@acib.at provides all employees with a simple and easily accessible way to express their views on gender equality and diversity issues. The Equal Opportunities Officer and his/her deputy have access to the equality mailbox and report to the Gender Task Force on contributions and questions received, whereby the anonymity of the contributors is guaranteed.

6 Continuous monitoring

The definition of the goals of the acib Gender Equality Plan as well as the evaluation of the effectiveness of the measures is carried out through continuous monitoring. This is evaluated annually by the Gender Task Force (see 5.2) and presented to the management by way of a report to the COFED (see 5.3). Based on the implemented iterative process (see 4), goals and measures are adjusted if necessary, according to the analysis and evaluations.

6.1 acib Key Performance Indikator Model

Equality exceeds the concepts of equal payment and equal career opportunities. Non-obvious gender biases can be hidden in internal decision-making processes. To continuously monitor the gender neutrality of internal decision-making processes, acib establishes a holistic Key Performance Indicator Model.

The Key Performance Indicator Model aims to build holistic gender equality awareness. The collection, assessment and monitoring of defined Key Performance Indicators (KPI) ensures continuous improvement and adaptation of gender equality strategy measures. The overarching goal is to equally promote the development of employees, regardless of their gender, and to be able to identify and eliminate hidden aspects of discrimination in internal processes. Depending on needs and analysis (see 4), these key performance indicators can be extended/complemented.

6.1.1 Recruiting & Incoming

- Gender ratio in applications
- Gender ratio in invitations to job interviews
- Gender ratio of new personnel per occupational profile group

6.1.2 Development, Promotion & Retention

- Gender composition according to occupational profile groups
- Promotions by gender composition
- Gender budgeting: training and travel expenses by gender
- premiums for employer inventions by gender
- Participation rate in training offered on the topic of gender equality

6.1.3 Rolemodels/decision makers

- Gender ratio among internal and external managers (working group and project leaders)
- Gender ratio of the members of the Supervisory Board
- Gender ratio of the members of the works council
- Gender ratio of speakers at internally organized events

6.1.4 Output/Visibility

- Presentations by acib staff at scientific congresses and conferences by gender
- Average impact factors of publications by acib staff with first authorship by gender
- Average citations of acib employees' publications by gender

6.1.5 Reconciliation of professional and private life

- Employment levels of all employee groups by gender
- Parental leaves across all employee groups by gender
- Distribution of absences due to caregiving by gender

6.2 Work environment surveys

In order to analyze the needs of the employees and the accuracy of the measures, mini-surveys on equality-related topics are established during the year (at least 3 times a year).

6.3 Gender pay gap

An income report is compiled as required by law and shows the gender-specific income differences. In this way, the median values of the total incomes are calculated and a comparison is made between the individual income groups.

Continuous monitoring makes it possible to consider current developments and integrate them into the measures of the acib Gender Equality Plan.

The COFED (see 5.3) also continuously reviews the ratings of acib employees and reports to the management.

A benchmarking report is provided annually to the heads of the working groups, showing the salary development of their employees in an acib-wide comparison.

7 Resources and budget

acib provides the Equal Opportunities Officer and the Gender Task Force with an annual budget based on the action plan as well as the necessary resources (personnel, room and material costs). In addition, employees are enabled to participate in the relevant meetings and activities (e.g. training, information events).

8 Measures of the gender equality plan

To achieve the gender equality goals (see 2), the following concrete measures will be established and implemented in 2022 and 2023:

Subject area	Destination	Measures 2022 and 2023
Corporate culture	Promoting an appreciative organizational and communication culture	Incorporate holistic gender equality and respectful treatment in internal guidelines.
		Communicate the gender equality strategy and the gender equality plan through the Equal Opportunities Officer.
		Establish an internal equality platform to provide information and promote exchange.
		Transparente und regelmäßige Kommunikation der acib Gleichstellungsmaßnahmen und Trainings.
		Transparent and regular communication of acib gender equality measures and trainings.
	Establishing balanced role models	Promote role models and make them visible in internal communication.
		Promote role models and make them visible on social media channels
	Gender balance in decision-making bodies and internal committees.	Gender balance of speakers and key note speakers at internal events.
	Identify and eliminate aspects in internal processes that hinder gender equality.	Analysis of gender composition and report to management. Awareness raising through communication to the committees.
		Identify, monitor and analyse key performance indicators on 5 different levels and derive concrete measures from them.

Subject area	Destination	Measures 2022 and 2023
Work-life balance	Strengthen measures to reconcile family/ private and professional life	<p>Incorporation of an entitlement to one week's special leave for the birth of a child in the company agreement ("daddy week").</p> <p>Evaluate and communicate childcare services available at partner universities via acib.</p> <p>Offer a tax-free childcare subsidy as part of the voluntary fringe benefits.</p> <p>Support for re-entry into employment after parental leave through flexible working models, teleworking options and home office.</p> <p>Offer childcare facilities at internal events.</p> <p>Active counselling on parental leave management by the Equal Opportunities Officer.</p> <p>Provide information on the topics of work-life blending and work-life balance on the Equality Platform.</p>

Subject area	Destination	Measures 2022 and 2023
Recruiting	Ensure equal attractiveness as an employer for all genders	<p>Redesign of the career page. Language and image selection are analysed and adapted.</p> <p>Job advertisements are gender-sensitive in terms of image selection.</p> <p>Balanced use of agency and municipal terms in job descriptions and requirements in job advertisements.</p>

Subject area	Destination	Measures 2022 and 2023
Equal opportunities for professional development	Ensure equal attractiveness as an employer for all genders	<p>Entitlement to annual staff or development reviews is incorporated in the works council agreement.</p> <p>Encourage and support membership in women's networks. Communicate job vacancies in the networks.</p> <p>Make gender balance in management and decision-making positions as well as internal committees transparent, analyse them and check selection processes.</p> <p>Identify aspects in internal processes that hinder gender equality by collecting and analyzing key performance indicators.</p>

Subject area	Destination	Measures 2022 and 2023
Gender Awareness Training	Promoting a gender-sensitive and equal working culture	<p>Offer training on gender equality, gender & diversity for managers and all employees. The trainings are conducted by specialists.</p> <p>Gender Equality Awareness relevant topics are integrated as a cross-cutting theme in acib internal training series.</p> <p>Mandatory gender equality awareness training will be initiated for managers.</p> <p>Mandatory gender equality awareness training is integrated into the onboarding process for all employees.</p>

Subject area	Destination	Measures 2022 and 2023
Organisational anchoring	Implementation of structures, institutions and working groups for continuous discussion and ensuring a permanent gender equality discourse in the company.	<p>Official appointment of the Equal Opportunities Officer and his or her deputy.</p> <p>Establishment of a Gender Task Force (see 5.2).</p> <p>Establishment of the COFED (see 5.3).</p> <p>Establishment of an Equality Mailbox (see 5.4).</p> <p>Establishment of an Equality Platform in the collaborative intranet.</p>

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Signature, stamp