



Institut za  
medicinska  
istraživanja  
i medicinu  
rada

Institute  
for Medical  
Research and  
Occupational  
Health

# Gender Equality Plan

## 2022–2025

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## Introduction

The Institute for Medical Research and Occupational Health (hereinafter: IMROH) hereby announces its **Gender Equality Plan 2022-2025** (hereinafter: Plan) for the purpose of harmonising its institutional activities with the political guidelines of gender equality in Europe, taking into consideration IMROH's institutional capacities and the national legislation in science and education.

The Plan comprises measures and activities that will contribute as much as possible to fulfilling the goals of the EU Gender Equality Strategy 2020-2025. In a wider sense, **the goal of the Plan is to combat any and all discrimination among IMROH's employees**, regardless of their sex, race, ethnicity, nationality, language, religion, convictions, functional capabilities, sexual orientation, gender identity, and age. The Plan also aims to regulate the application and monitoring of the Plan's implementation, including raising awareness among the employees and Management of IMROH with regard to gender equality, avoiding stereotypes, and zero tolerance towards any kind of discrimination of human beings. Based on the indicators of implementation success, the Plan also includes recommendations on the periodical collection of relevant data and their annual publication. The Plan is open towards all employees and associates of IMROH and enables the amendment of measures and activities to adhere to new findings.

## Previous state of affairs

Employment, career advancement, parental leave, and wage policy at IMROH are all enforced with transparency and in accordance with the protocols stated in the institutional ordinances and rulebooks conforming with the current legislation:

- > Labour Act
- > Scientific Activity and Higher Education Act
- > Civil Service Wages Act
- > Institutions Act
- > Collective Agreement on Science and Higher Education
- > Basic Collective Agreement on Civil Servants.

Information on the functioning of the Institute are available to the employees by means of the website, intranet, and per request from IMROH's administrative staff.

According to the above stated legislation, employment, the rights and obligations of employees, working conditions and workload, educational and career advancement, and compensation for work in public research institutions in the Republic of Croatia are not to be affected by sex, skin colour, ethnicity, nationality, religion, political opinion, gender identity, or any other biological and/or social diversity.

The distribution of IMROH's employees according to sex on 31 Dec 2020 shows female dominance in almost all of the analysed indicators (Figure 1).



Figure 1. Sex distribution at IMROH according to the total number employees, level of education, composition of Scientific Council, workplace, workplace with special assignment, and leading position on a research project on 31 Dec 2020<sup>1</sup>. Parental leave from 2019 to 2021<sup>2</sup>.

Men are an underrepresented group at IMROH with regard to research, technical, administrative, and managerial workplace, as well as among the members of the Scientific Council and heads of research projects. For this reason, one of the long-term goals of the Plan is to achieve a higher level of gender balance among researchers and administrative staff.

<sup>1</sup> Annual Report 2020. <https://www.imi.hr/hr/izdavastvo/publikacije/>

<sup>2</sup> Department of Legal, Personnel, and General Affairs, IMROH



## Institutional and strategic framework

The Plan has been drafted in accordance with institutional, national, European, and global strategies, policies, and criteria for monitoring the fight against any and all discrimination:

- > Statute of the Institute for Medical Research and Occupational Health
- > Strategy IMROH 2017-2030
- > Strategic Programme of Research IMROH 2019-2030
- > Ethics Code IMROH
- > The Constitution of the Republic of Croatia (Article 3)
- > Strategy on Science, Education, and Technology of the Republic of Croatia
- > National Plan for Combating Discrimination 2017-2022
- > National Development Strategy of the Republic of Croatia for 2030
- > YUFE Diversity and Inclusivity Strategy
- > YERUN Strategic Plan 2021-2025
- > Gender Equality Strategy 2020-2025 of the European Commission
- > Directive (EU) 2019/1158 of the European Parliament and of the Council of 20 June 2019 on work-life balance for parents and carers
- > Committee on Women's Rights and Gender Equality Report on women's careers in science and universities, and glass ceilings encountered (2015)
- > Gender Equality Strategy 2018-2023 of the Council of Europe
- > Convention on preventing and combating violence against women and domestic violence (Istanbul Convention)
- > ILO Violence and Harassment Convention (2019), Recommendation 206 on ending violence and harassment against women and men in the world of work
- > Universal Declaration of Human Rights and international treaties on human rights
- > Convention on the Elimination of all Forms of Discrimination Against Women (CEDAW), 1979
- > Recommendations of the Committee on the Elimination of Discrimination against Women for Croatia, 2015 (CEDAW/C/HRV/CO/4-5)
- > Beijing Declaration and Platform for Action, 1995
- > Sustainable Development Goals by 2030 (Goal 5: Gender Equality; Goal 8: Decent Work and Economic Growth; Goal 10: Reduced Inequalities)
- > European Institute for Gender Equality (Gender Equality Index, GEAR tool)
- > European Charter for Researchers and Code of Conduct for the Recruitment of Researchers
- > Human Resources Strategy for Researchers (HRS4R)
- > Horizon Europa (2021-2027)
- > World Economic Forum's Global Gender Gap Report 2021



## Charter of Fundamental Rights of the European Union

Article 21(1): “Any discrimination based on any ground such as sex, race, colour, ethnic or social origin, genetic features, language, religion or belief, political or any other opinion, membership of a national minority, property, birth, disability, age or sexual orientation shall be prohibited”.

Article 23: “Equality between women and men must be ensured in all areas, including employment, work and pay. The principle of equality shall not prevent the maintenance or adoption of measures providing for specific advantages in favour of the under-represented sex”.

## Basic elements

### Public announcement

The Plan is an official document drafted by the Committee composed of representatives of researchers, administrative staff, and management following the decision by the Director of IMROH of 2 Nov 2021 (Document ID: 01-12/21-02-2/1; No. 100-01/21-13). The Plan has been published on the IMROH website, which is open to promoting the goals and results of the Plan’s implementation. The Plan conveys IMROH’s dedication towards applying a policy of gender equality and acknowledging diversity among the employees in all fields and activities of IMROH’s work. The Plan sets long-term goals to harmonise institutional activities with the political guidelines of gender equality in Europe and therefore stipulates specific actions and assignments for employees to implement and monitor the activities of the Plan. The results of the Plan’s implementation are regularly and publicly announced on the IMROH website.

### Resources and capacity

The IMROH management is dedicated to establishing a permanent administrative mechanism to achieve gender equality at IMROH by appointing members of the Committee for Gender Equality (hereinafter: Committee). The members shall be selected from the ranks of employees employed at research, professional, and administrative positions and appointed for a period of 4 years. The Committee shall always have a member from the Legal Department and may also include an external associate. The responsibilities of the Committee are to suggest and monitor the introduction of gender-aware policies into all of IMROH’s professional strategies, to stimulate the implementation of the Plan’s activities, to promote the results of the implemented activities, to point out examples of good practice in the field of gender equality, to harmonise the Plan’s priorities according to current national, European, and international regulations and guidelines, to cooperate with relevant external experts for the education of IMROH’s employees and management, to monitor the progress and update relevant data, and to report to management the outcomes of the Plan’s implementation. The Committee shall cooperate with the heads of its units and departments and management on a regular basis and meet at least twice a year.

### Data collection and analysis

The Committee shall continuously monitor the state of human resources at IMROH, the manner in which openings for positions are advertised and how the conditions therein are structured, the advancement of employees, and the application of gender equality policies and practices. It shall collect and record data on



staff with regard to the distribution of sexes, analyse indicators of the Plan's successful implementation, and report on these at least once a year. Management shall utilise the Committee's reports to assess the progress of the Plan's implementation, detect new or remaining challenges and opportunities, and undertake appropriate measures for the following year. The basic elements and results of the annual progress of the Plan's implementation shall be made part of IMROH's Annual Report.

### Education and promotional campaigns

Developing a culture of gender equality is a long-term process that involves adopting new practices and simultaneously mitigating the conscious or unconscious resistance of individuals. The Committee shall implement measures to develop and maintain gender equality within IMROH, do away with gender prejudice among employees and decision-makers, introduce task groups for specific subjects, and raise awareness through workshops and other activities. The IT Department shall, in cooperation with the Committee, administer a website dedicated to gender equality where guidelines, tools, and modules for self-learning will be available. The promotion of gender equality practices shall also take place through organised public campaigns (Open Days, Career Day, roundtables, professional meetings, and other professional and science popularisation activities).

### Purpose and goals

The purpose of this Plan is to ensure gender balance in the division of work and implementing all of IMI's activities in order to make use of the variety of perspectives, talents, and skills for achieving efficient and innovative solutions to different work tasks. Fulfilling the purpose of the Plan shall imply a decrease of the impact of gender biases in selecting and evaluating employees and associates in the process of research, the provision of advice on strategic decisions in the field of gender equality, and the strengthening of the system of support to prevent any type of discrimination.

The implementation of the Plan includes five priority goals:

1. Guaranteeing gender equality in employment and career advancement
2. Integration of the gender dimension into research
3. Gender balance on top-level positions and in the decision-making process
4. Harmonisation of professional and private life and organisational culture
5. Prevention of gender-motivated violence.



## Action priorities

The action priorities comprise the necessary measures and timelines of planned activities and institutional resources for the implementation of the Plan according to the set goals.

### Goal 1. Guaranteeing gender equality in employment and career advancement

Measure	Activity	Implementation deadline
<b>Establishing a permanent administrative mechanism for gender equality (Committee)</b>	<ul style="list-style-type: none"> <li>▪ Appoint members to a four-year term</li> <li>▪ Define duties and functioning</li> </ul>	2022
<b>Strengthening the culture of gender equality</b>	<ul style="list-style-type: none"> <li>▪ Analysis of sex distribution in job applications</li> </ul>	continuous
	<ul style="list-style-type: none"> <li>▪ Introduce a code of conduct for all committees for employee selection (equal rights for all job applicants during selection)</li> </ul>	2022
	<ul style="list-style-type: none"> <li>▪ Public advertisement of the procedure for employment and selection of employees</li> </ul>	continuous
	<ul style="list-style-type: none"> <li>▪ Monitor the rate of remaining at and advancing within the institution / reasons for leaving the institution by employees who are underrepresented according to their gender</li> <li>▪ Promote the visibility of the underrepresented group through relevant communication campaigns</li> </ul>	continuous
	<ul style="list-style-type: none"> <li>▪ Change linguistic practices in legal documents (use of gender-inclusive terms in written documents and spoken communication)</li> </ul>	2022-2025
<b>Education (seminar, webinar, applications)</b>	<ul style="list-style-type: none"> <li>▪ Transfer general and work experiences, knowledge, social norms and values to avoid undeliberate mistakes in selecting new employees</li> <li>▪ Raise awareness about the culture of gender equality</li> <li>▪ Point out examples of good practice from gender-balanced work environments</li> </ul>	continuous
<b>Access to information</b>	<ul style="list-style-type: none"> <li>▪ Introduce a website dedicated to the gender equality strategy</li> </ul>	2022
	<ul style="list-style-type: none"> <li>▪ Annual reports and transfer of information on the state of gender equality (digital channels, meetings of the Scientific and Management Council)</li> </ul>	continuous
	<ul style="list-style-type: none"> <li>▪ Continuously update and adjust information given through the IMROH intranet</li> </ul>	2024-2025

Responsible body: management/Committee, heads of units and departments, external associates.

Target group: all employees.





## Goal 2. Integration of the gender dimension into research

Measure	Activity	Implementation deadline
<b>Stimulate gender balance on research projects</b>	<ul style="list-style-type: none"> <li>▪ Draft guidelines for including the gender dimension into research</li> </ul>	2022
	<ul style="list-style-type: none"> <li>▪ Raise awareness on the advantages of gender-balanced research groups</li> <li>▪ Increase the visibility of projects with a successfully integrated gender dimension (public promotion of research results)</li> <li>▪ Implement popularisation and motivational activities to recognise, support, and promote the achievements of gender-underrepresented researchers</li> </ul>	continuous
	<ul style="list-style-type: none"> <li>▪ Design a method to institutionally valorise the heads of projects who successfully integrate the gender dimension into their research plans</li> </ul>	2023-2025
<b>Support following parental leave</b>	<ul style="list-style-type: none"> <li>▪ Ensure institutional support upon the return of an employee into the research process following parental leave (timely inclusion into work and providing opportunities for career advancement)</li> </ul>	2024-2025
	<ul style="list-style-type: none"> <li>▪ Collect and analyse data on the effects of the support</li> </ul>	continuous

Responsible body: management/Committee, external (project) associates.

Target group: heads of units, heads of projects, project partners.

## Goal 3. Gender balance on top-level positions and in the decision-making process

Measure	Activity	Implementation deadline
<b>Gender equality in all decision-making bodies</b>	<ul style="list-style-type: none"> <li>▪ Provide equal opportunities for gender-independent career advancement</li> </ul>	continuous
<b>Gender-balanced organisational processes</b>	<ul style="list-style-type: none"> <li>▪ Include the principle of gender equality in all programmes of management development</li> <li>▪ Monitor the effect of measures on institutional productivity</li> </ul>	continuous
<b>Balance between professional and private life</b>	<ul style="list-style-type: none"> <li>▪ Research relevant legislation to establish efficient institutional services</li> </ul>	continuous
	<ul style="list-style-type: none"> <li>▪ Establish institutional services to support employees following their absence from the workplace (leaves, study visits, etc.)</li> </ul>	2022-2025
	<ul style="list-style-type: none"> <li>▪ Collect and analyse data on the effects of the services</li> </ul>	continuous

Responsible body: management/Committee, Department of Legal, Personnel, and General Affairs.

Target group: Director, Management Committee.



## Goal 4. Harmonisation of professional and private life and organisational culture

Measure	Activity	Implementation deadline
<b>Support for achieving balance between professional and private life</b>	<ul style="list-style-type: none"> <li>▪ Draft guidelines on supporting employees who use parental leaves and/or care for family members with special needs and elderly family members (administrative procedures, financial support, advice for pregnant employees regarding laboratory work and safety precautions)</li> <li>▪ Flexible work models (shorter working hours, work from home)</li> <li>▪ Establish a digital communication channel to improve the presence of employees on leave</li> </ul>	2022–2025
	<ul style="list-style-type: none"> <li>▪ Stimulate the use of gender-balanced parental leaves</li> </ul>	continuous
<b>Analysis of data on the implementation of the organisational culture</b>	<ul style="list-style-type: none"> <li>▪ Monitor the gender distribution in using parental leave</li> <li>▪ Enable the participation of men and women in public events and campaigns aimed at promoting the harmonisation of professional and private life</li> <li>▪ Stimulate gender-balanced top-level positions in research and communication activities</li> </ul>	continuous
<b>Visibility of gender-balanced practices</b>	<ul style="list-style-type: none"> <li>▪ Point out successes in achieving gender equality through the media, social networks, and popularisation activities (Open Days, Career Day, roundtables, etc.)</li> </ul>	continuous
<b>Access to information</b>	<ul style="list-style-type: none"> <li>▪ Store relevant data on the Institute’s intranet and make them available on request in administrative services</li> </ul>	continuous

Responsible body: management/Committee, Department of Legal, Personnel, and General Affairs, person authorised for occupational safety monitoring.

Target group: all employees.

## Goal 5. Prevention of gender-motivated violence

Measure	Activity	Implementation deadline
<b>Strengthen the existing system against gender-motivated harassment and any other form of discrimination</b>	<ul style="list-style-type: none"> <li>▪ Monitor the implementation of IMROH’s Ethics Code (Fundamental principles and rules)</li> <li>▪ Monitor the implementation of IMROH’s Ordinance on labour (Protecting the dignity of employees)</li> <li>▪ Revise existing protocols implemented</li> </ul>	continuous
<b>Establish a support network</b>	<ul style="list-style-type: none"> <li>▪ Appoint an authorised employee for receiving and resolving official complaints regarding the protection of employee dignity</li> </ul>	completed (2015)
<b>Strengthen the trust of employees</b>	<ul style="list-style-type: none"> <li>▪ Raise awareness on prejudice and prevent discrimination and hate speech</li> <li>▪ Ensure psychological support for victims of discrimination</li> <li>▪ Organise programmes to sensitise employees against gender-motivated violence</li> <li>▪ Stimulate practices for zero tolerance towards discrimination</li> </ul>	continuous
<b>Access to information</b>	<ul style="list-style-type: none"> <li>▪ Publish current legal documents on the IMROH intranet and website</li> </ul>	continuous

Responsible body: management/Committee, person authorised to receive official complaints, Ethics Committee.

Target group: all employees.



This Plan has been written in the Croatian and English languages, and the version in Croatian is to be considered original.

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