

Policy Context and Scope

The Gender Equality Plan (GEP) aims to integrate gender equality principles into our processes and practices to enhance organizational performance and foster an inclusive environment. This plan applies to all staff, leadership, and stakeholders engaged in our operations.

GEP Objectives

- Promote gender equality in recruitment, leadership, and career progression.
- Establish an inclusive organizational culture that supports work-life balance.
- Integrate gender perspectives into research, teaching, and decision-making.
- Monitor progress through measurable indicators and continuous improvement processes.

Key Actions and Measures

1. Work-Life Balance and Organisational Culture

Commitments:

- Enhance employee satisfaction by offering flexible work arrangements.
- Foster an inclusive workplace free of discrimination.

Actions:

- Introduce a documented policy on flexible working arrangements.
- Provide resources such as childcare support and wellness programs.
- Conduct periodic surveys to identify areas for improvement in work-life balance.

Monitoring and Evaluation:

- Track employee satisfaction through biannual surveys.
- Review participation in flexible working programs during management reviews.

2. Gender Balance in Leadership and Decision-Making

Commitments:

- Ensure gender diversity in decision-making roles.

Actions :

- Establish a clear target for gender representation in leadership (e.g., 40%).
- Implement transparent criteria for leadership appointments.
- Monitor gender distribution in leadership during internal audits.

Monitoring and Evaluation:

- Regularly review gender representation data.
- Include gender balance as a KPI in management reviews.



3. Gender Equality in Recruitment and Career Progression

Commitments:

- Ensure fair and transparent recruitment and promotion processes.

Actions:

- Implement bias-free recruitment practices, such as blind CV screening.
- Develop structured career development plans for all employees.
- Regularly audit recruitment and promotion data for equality.

Monitoring and Evaluation:

- Analyze recruitment and promotion statistics annually.
- Use results to identify gaps and develop corrective actions.

4. Integration of Gender Dimension into Research and Teaching Content

Commitments:

- Ensure inclusivity in research and teaching methodologies.

Actions:

- Provide training for staff on gender-sensitive research and teaching practices.
- Review curricula to ensure gender inclusivity in content.

Monitoring and Evaluation:

- Conduct annual content audits.
- Collect feedback from students and researchers on inclusivity.

5. Measures Against Gender-Based Violence, Including Sexual Harassment

Commitments:

- Maintain a safe and respectful workplace.

Actions:

- Implement a documented anti-harassment policy with a clear reporting mechanism.
- Train all staff on recognizing and addressing harassment.
- Provide confidential support services for affected employees.

Monitoring and Evaluation:

- Track reported incidents and resolution timelines.
- Review effectiveness during management review meetings.



6. Dedicated Resources and Expertise

Commitments:

- Allocate resources and expertise to implement and monitor the GEP.

Actions:

- Appoint a Gender Equality Officer to oversee implementation.
- Establish a dedicated Gender Equality Committee.
- Allocate a budget for training and awareness programs.

Monitoring and Evaluation:

- Track resource utilization in annual reviews.
- Evaluate the effectiveness of the Gender Equality Officer's activities.

7. Data Collection and Monitoring

Commitments:

- Maintain data-driven insights to support continuous improvement.

Actions:

- Collect and analyze sex/gender-disaggregated data on employees and students.
- Publish an annual report on gender equality indicators.

Monitoring and Evaluation:

- Use data to identify trends and gaps.
- Integrate findings into management reviews and corrective action plans.

8. Training and Awareness

Commitments:

- Build awareness of gender equality across the organization.

Actions:

- Provide mandatory gender equality and unconscious bias training for all employees and leadership.
- Conduct workshops to address specific challenges in gender equality.

Monitoring and Evaluation:

- Measure training participation rates and feedback.
- Assess impact through follow-up surveys and evaluations.



Accountability and Continuous Improvement

1. Regularly review the GEP's effectiveness through internal audits and management reviews.
2. Update the plan based on findings and evolving EU regulations.
3. Engage stakeholders in continuous dialogue to refine initiatives.

Reporting and Documentation

1. Annual reports on GEP implementation will be integrated into the QMS records.
2. All policies, actions, and data analyses will be documented and retained.

DastN GmbH

Ust-IdNr. : DE 344534518



Kurfürstendamm 194
10707, Berlin, Germany

HRB: 230821 B

