

EQUALITY PLAN CENTRE FOR RESEARCH IN AGRICULTURAL GENOMICS (CRAG) 2021-2024

Summarised Version



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1. INTRODUCTION AND PRESENTATION OF THE CENTRE

Equality between men and women is a universally applicable legal principle recognised in international human rights texts. It is based on the principle of equality and refers to the active and balanced participation by all persons, regardless of gender, in the different areas of life: public and private.

Although such equality is formally recognised, women still face obstacles in our society that prevent them from becoming fully participating and integrated members of society in every way. One of the most obvious consequences of this is that the conditions under which men and women access, participate in, and benefit from, the job market are not truly equal.

The development of **specific equality plans** in all organisations and the processes for integrating equal opportunities in the various areas of action is one of the strategies targeted by legislation on equality. This is being adopted by a fair number of companies and institutions, which have opted for a cross-cutting approach and the integration of equality goals in the management of their policies.

This **Equality Plan of the Centre for Research in Agricultural Genomics** (hereinafter, “**Crag**”) has been drawn up in this context.

The Centre for Research in Agricultural Genomics (Crag) is an independent organisation established as a Consortium of four main research institutions:

- Spanish National Research Council (CSIC)
- Institute of Agrifood Research and Technology (IRTA)
- Autonomous University of Barcelona (UAB)
- University of Barcelona (UB)

Crag undertakes cutting-edge research in the molecular basis of genetic characters of interest in plants and farm animals, and in the applications of molecular approaches for the breeding of species important for agriculture and food production. Research at Crag spans primarily from basic science to applied studies in close collaboration with industry.

The Centre is organised into four different Scientific Programmes:

- Plant Development and Signal Transduction
- Plant Responses to Stress

- Plant Metabolism and Metabolic Engineering
- Plant and Animal Genomics

These Programmes are supported by several state-of-the-art technological platforms, that are also open to the wider scientific community.

LOCATION

The Centre for Research in Agricultural Genomics (CRAG) is based in the CRAG Building on the Universitat Autònoma de Barcelona campus, in Cerdanyola del Vallès, a town in the province of Barcelona.

MISSION

CRAG strives to translate the results of its research into benefits for society. It also aims to train the next generation of plant and farm animal scientists, who will play a vital role in helping to address the societal and global challenges of this century.

THE TEAM

CRAG is part of the Catalan Government's CERCA network of research centres. Specifically, it is governed by a Board of Trustees that includes representatives from the Consortium institutions.

It also has a Scientific Advisory Board made up of leading and internationally renowned researchers in the fields of research in which CRAG works. The Scientific Advisory Board is responsible for carrying out periodic assessments of the research groups and programmes and for providing guidance for the identification of research and other activities of interest linked to the fields in which the Centre operates.

In addition, its research staff includes researchers, post-doctoral researchers, PhD students and undergraduate and postgraduate students.

2. EQUALITY PLAN NEGOTIATING COMMITTEE

With the aim of negotiating and approving a diagnosis of the institution's situation of equality as well as an action plan, on 1 December 2020 **CRAG** established an **Equality Plan Negotiating Committee** composed of six members: three representing the employees and three representing the Centre.

The Committee's main **functions** are:

1. To inform employees about CRAG's commitment to the effective integration of respect for the principle of equality in its management of the organisation.
2. To collaborate in the promotion of an organisational model that ensures equality between men and women.
3. To establish a negotiation plan or schedule.
4. To draw up a diagnosis on the equality situation of CRAG based on the data provided by it in relation to the matters set forth in Article 46 of the Spanish Law on Equality and the Salary Register.
5. To negotiate CRAG's Equality Plan, which will establish the goals to be attained and the actions to be carried out in order to achieve effective equality in every aspect of the institution's organisation.
6. To negotiate the measures to be put in place for the prevention of sexual and gender-based harassment.
7. To take part in equality training sessions and promote awareness of gender issues among employees.
8. To decide on the equality plan monitoring and assessment system to be used.
9. To promote the dissemination of the Equal Opportunities Plan within CRAG and promote its implementation.
10. To inform all employees about the actions to be taken at CRAG.
11. To monitor and control the implementation of any Equal Opportunities Plan actions that may be decided upon.
12. To assess the Equality Plan.

3. PERSONAL, GEOGRAPHIC AND TIME SCOPE

This Equality Plan is governed by Organic Law 3/2007 of 22 March for the Effective Equality of Men and Women (*Ley Orgánica 3/2007, de 22 de marzo, para la igualdad efectiva de mujeres y hombres*) and Royal Decree-Law 6/2019 of 1 March on Urgent Measures for the Guarantee of Equal Treatment and Opportunities Between Men and Women in Work and Employment (*Real Decreto-Ley de medidas urgentes para garantía de la igualdad de trato y de oportunidades entre mujeres y hombres en el empleo y la ocupación*).

The objectives and measures agreed upon in this document by the Equality Plan Negotiating Committee will apply to the **entirety of the CRAG Centre and its employees**, including its Management. A **term of four years** from its date of signing is established for this purpose (**2021-2024**).

After the end of this four-year term, negotiations on a new Equality Plan will begin. The Plan established herein will remain in force during the time established for the implementation of the new Plan.

4. OBJECTIVES OF THE EQUALITY PLAN

GENERAL OBJECTIVES

1. To integrate the **principle of equal treatment and opportunities** between men and women at CRAG, applying it in every aspect of the institution and incorporating it into its management model.
2. To ensure that there is **no direct or indirect discrimination** on the grounds of gender at the Centre, particularly as a result of maternity, paternity, family obligations, marital status or working conditions.
3. To eliminate all signs of discrimination in internal mobility and selection processes in order to achieve a **balanced representation** of men and women at the Centre.

SPECIFIC OBJECTIVES

1. To include the gender perspective in all job classification processes.

2. To ensure equal treatment and opportunities when recruiting for the Centre, striving to ensure a balance in the number of men and women at every level of the workforce structure.
3. To promote and ensure both direct and indirect equal opportunities between men and women in the promotion and career development process.
4. To ensure equal access to training between men and women.
5. To improve the Annual Training Plan to suit employees' real needs by promoting training under equal conditions.
6. To be aware of the health situation and working conditions of each job from a gender perspective.
7. To foster working conditions that enable all employees to achieve a work-family-life balance.
8. To promote information and transparency in the remuneration system.
9. To ensure a safe working environment that is free from sexual and gender-based harassment.
10. To disseminate a use of inclusive language and an image of men and women that does not reinforce gender stereotypes.

5. AREAS OF ACTION AND MEASURES

SUMMARY TABLE OF MEASURES BY AREA AND OBJECTIVE		
AREAS	SPECIFIC OBJECTIVES	MEASURES
JOB CATEGORY	To include the gender perspective in all job classification processes.	Performing a job assessment that takes account of the gender perspective.
SELECTION AND RECRUITMENT PROCESS AND THE UNDER-REPRESENTATION OF WOMEN	To ensure equal treatment and opportunities when recruiting for the Centre, striving to ensure a balance in the number of men and women at every level of the workforce structure.	Creation of an equality training manual for the people involved in recruitment and promotion selection processes in order to ensure an objective process.
PROMOTIONS AND CAREER DEVELOPMENT	To promote and ensure both direct and indirect equal opportunities between men and women in the promotion and career development process.	Monitoring, broken down by gender and indicating the professional group, position, work schedule and type of contract, of the people who take part in competitive processes to fill new vacancies or move horizontally within the institution.
TRAINING	To ensure equal access to training between men and women.	Creation of a data collection system, broken down by gender, on the implementation of, access to, and type of, training given to employees.

	To improve the Annual Training Plan to suit employees' real needs by promoting training under equal conditions.	<p>Creation of a biennial Training Plan based on the formal and periodic identification of employees' needs. Covering all groups, categories and departments, subject to budget availability.</p> <p>(This includes training sessions on equality, the prevention of sexual and gender-based harassment, leadership, social skills and more.)</p>
WORKING CONDITIONS	To be aware of the health situation and working conditions of each job from a gender perspective.	Keeping a record, broken down by gender and reason, of the number of employees leaving the institution. This is to be carried out through the external HR services company's database.
SHARED RESPONSIBILITY FOR EXERCISING THE RIGHTS TO A WORK-FAMILY-LIFE BALANCE	To foster working conditions that enable all employees to achieve a work-family-life balance.	<p>Conducting work climate and satisfaction surveys based on the psychosocial risk survey already planned by CRAG, to help identify employees' needs regarding working time management and flexibility at the Centre. Acting in accordance with the results obtained.</p>
		<p>Collection of statistical data, broken down by gender, group, job position, category and type of contract, on employees who are on leave, under a suspended contract or on long-term leave for work-life balance purposes, and providing this information to the Monitoring Committee. Requesting a six-monthly report from the external HR services company.</p>
REMUNERATION	To promote information and transparency in the remuneration system.	Keeping a record of salaries setting out average salaries, salary supplements and non-salary remuneration paid to staff, broken down by gender and distributed based on positions of equal value.

<p>PREVENTION OF SEXUAL HARASSMENT AND GENDER-BASED HARASSMENT</p>	<p>To ensure a safe working environment that is free from sexual and gender-based harassment.</p>	<p>Formalisation and dissemination of a protocol written in neutral language for the prevention of sexual harassment and gender-based harassment as a separate issue from workplace bullying.</p>
<p>COMMUNICATION AND INCLUSIVE LANGUAGE</p>	<p>To disseminate a use of inclusive language and an image of men and women that does not reinforce gender stereotypes.</p>	<p>Provision of training in the acquisition of inclusive language and the identification of sexist language for the people in charge of communication at the Centre and on social media.</p>

INFORMATION SHEETS ON MEASURES DIVIDED BY AREA

AREA NO. 1: JOB CATEGORY

MEASURE NO. 1	Performing a job assessment that takes account of the gender perspective.		
SPECIFIC OBJECTIVE	To include the gender perspective in all job classification processes.		
DESCRIPTION OF THE MEASURE	<p>The law requires that men and women receive equal treatment in the terms and conditions of their employment contracts:</p> <ul style="list-style-type: none"> • For the same or similar work. • For work that, even in the case of being completely different, is of the same value according to objective criteria. <p>CRAG will put in place an assessment method that evaluates the relative importance of each position systematically at the Centre.</p> <p>In order to avoid gender bias, the measurement scales used in the position assessment system will be objective, well defined and explained, and perfectly reasoned. In addition, it will also be ensured that they apply to all positions and take into account the characteristic features of jobs that have a greater male or female representation.</p> <p>The assessment of job positions will include factors such as salary supplements and working conditions associated with each position (promotion opportunities or requirements for the payment of variable remuneration, if any).</p>		
TARGET GROUP	All employees.		
HUMAN AND MATERIAL RESOURCES	The Management, with the support of HR, and outsourcing to the usual HR consultancy firm if necessary.		
PERSONS RESPONSIBLE	The Management		
TIMING	Ad hoc	Planned dates	1 st and 2 nd half of 2022
MONITORING AND ASSESSMENT INDICATORS	<ul style="list-style-type: none"> • The assessment of positions has been carried out. • The changes and recommendations emerging from the study have been applied. 		

AREA NO. 2: SELECTION AND RECRUITMENT PROCESS AND THE UNDER-REPRESENTATION OF WOMEN

MEASURE NO. 2	Creation of an equality training manual for the people involved in recruitment and promotion selection processes in order to ensure an objective process.		
SPECIFIC OBJECTIVE	To ensure equal treatment and opportunities when recruiting for the Centre, striving to ensure a balance in the number of men and women at every level of the workforce structure.		
DESCRIPTION OF THE MEASURE	<p>The provision of equality training to staff involved in recruitment and hiring at the Centre is essential for the achievement of neutral selection processes. This will enable employees to ensure that selection processes are not affected by their own gender stereotypes. The training will consist of a manual with contents such as:</p> <ul style="list-style-type: none"> • A neutral definition of the job and/or professional profile. • Job offers and documents written in inclusive language. • A description of the job requirements in accordance with real needs. • Unbiased selection tests. • Objective personal interviews. 		
TARGET GROUP	<p>Directly: persons participating in the Centre's selection processes.</p> <p>Indirectly: future candidates.</p>		
HUMAN AND MATERIAL RESOURCES	HR plus any outsourcing that may be necessary.		
PERSONS RESPONSIBLE	Human Resources		
TIMING	Ad hoc	Planned dates	2 nd half of 2022
MONITORING AND ASSESSMENT INDICATORS	<ul style="list-style-type: none"> • The Manual has been drawn up. • A list of people who have received the training manual, by gender. • The impact of the training imparted on the number of men and women hired at the Centre. 		

AREA NO. 3: PROMOTIONS AND CAREER DEVELOPMENT

MEASURE NO. 3	Monitoring, broken down by gender and indicating the professional group, position, work schedule and type of contract, of the people who take part in competitive processes to fill new vacancies or move horizontally within the institution.		
SPECIFIC OBJECTIVE	To promote and ensure both direct and indirect equal opportunities between men and women in the promotion and career development process.		
DESCRIPTION OF THE MEASURE	<p>By monitoring the evolution of promotions and competitions among employees, we are able to check whether the objective of balancing jobs and levels between men and women is being achieved. The results of this monitoring work will be set out in a report providing details, by gender, of the people who have been promoted, the positions to which they have been promoted and the selection tests they have taken.</p> <p>Once the report has been drawn up and submitted to the Committee, it will be gradually updated as employees are promoted.</p>		
TARGET GROUP	All employees		
HUMAN AND MATERIAL RESOURCES	The external HR services company in relation to the data. Record system for this purpose: IT.		
PERSONS RESPONSIBLE	Human Resources		
TIMING	Annual	PLANNED DATES	Throughout the term of validity of the Plan.
MONITORING AND ASSESSMENT INDICATORS	<ul style="list-style-type: none"> • The monitoring report has been drawn up. • The monitoring report has been submitted to the Equality Committee. • Impact of the measure on the balance between men and women, by department. 		

AREA NO. 4: TRAINING

MEASURE NO. 4	Creation of a data collection system, broken down by gender, on the implementation of, access to, and type of, training given to employees.		
SPECIFIC OBJECTIVE	To ensure equal access to training between men and women.		
DESCRIPTION OF THE MEASURE	<p>A database, broken down by gender, will be created in order to ascertain the type of training undertaken by employees, its type and duration and whether it meets the needs of the position.</p> <p>A report will be drawn up once a year that uses the results of the data collection exercise to show the gender impact of the training received by employees in the last year and whether the training has contributed to their professional development.</p>		
TARGET GROUP	All employees		
HUMAN AND MATERIAL RESOURCES	HR, administrative support. An appropriate record for this purpose.		
PERSONS RESPONSIBLE	Human Resources.		
TIMING	Ad hoc	PLANNED DATES	1 st half of 2022
MONITORING AND ASSESSMENT INDICATORS	<ul style="list-style-type: none"> • A data collection system for the training provided has been created. • Number of people trained, by gender, type of training, duration and training method. • An annual report of results has been drawn up. 		

MEASURE NO. 5	Creation of a biennial training plan based on the formal and periodic identification of employees' needs. Covering all groups, categories and departments, subject to budget availability.		
SPECIFIC OBJECTIVE	To improve the Annual Training Plan to suit employees' real needs by promoting training under equal conditions.		
DESCRIPTION OF THE MEASURE	<p>The Training Plan will set out the needs of employees as formally collected in a biannual survey. The needs identified by the head of each team or department will also be included.</p> <p>The Training Plan will include training provided on, among other matters, equality, the prevention of sexual and gender-based harassment, leadership and social skills. The provision of training on equality issues helps break down stereotypes and raise awareness among employees to identify any possible cases of gender-based discrimination.</p> <p>A specific equality awareness module will be included and made available to all employees. This module will be replicated on an annual basis in order to reach as many employees as possible.</p> <p>Satisfaction surveys on the usefulness of the training provided will be completed twice a year. In addition, a report on results will be drawn up and attached to the data collection database (measure no. 4).</p>		
TARGET GROUP	All employees		
HUMAN AND MATERIAL RESOURCES	HR with administrative support. Budget for complying with this.		
PERSONS RESPONSIBLE	Human Resources		
TIMING	Ad hoc	PLANNED DATES	2024
MONITORING AND ASSESSMENT INDICATORS	<ul style="list-style-type: none"> • A survey on training needs has been designed. • Number of men and women who responded to the survey. • The biennial training plan has been designed. • An equality awareness module has been included in the Training Plan. • Number of men and women who have taken the equality course. • The satisfaction surveys have been sent. • Anonymous report on satisfaction with, and usefulness of, the training provided. 		

AREA NO. 5: WORKING CONDITIONS

MEASURE NO. 6	Keeping a record, broken down by gender and reason, of the number of employees leaving the institution. This is to be carried out through the external HR services company's database.		
SPECIFIC OBJECTIVE	To be aware of the health situation and working conditions of each job from a gender perspective.		
DESCRIPTION OF THE MEASURE	<p>Knowing about the health of the people who work at CRAG makes it possible to adapt the conditions of each job to each person, addressing their needs and improving both men's and women's quality of life. A safe environment and a good working environment help improve quality and employee efficiency.</p> <p>Data on the number of people leaving the institution, broken down by gender and reason (if known), as well as the position held by each person, will be collected every six months/one year using the external HR services company's database.</p>		
TARGET GROUP	All employees		
HUMAN AND MATERIAL RESOURCES	External HR services company, HR. An appropriate record for this purpose.		
PERSONS RESPONSIBLE	Human Resources		
TIMING	Ad hoc	PLANNED DATES	2 nd half of 2021
MONITORING AND ASSESSMENT INDICATORS	<ul style="list-style-type: none"> The number of people leaving the institution has been recorded. 		

AREA NO. 6: SHARED RESPONSIBILITY FOR EXERCISING THE RIGHTS TO A WORK-FAMILY-LIFE BALANCE

MEASURE 7	Conducting work climate and satisfaction surveys based on the psychosocial risk survey already planned by CRAG, to help identify employees' needs regarding working time management and flexibility at the Centre. Acting in accordance with the results obtained.		
SPECIFIC OBJECTIVE	To foster working conditions that enable all employees to achieve a work-family-life balance.		
DESCRIPTION OF THE MEASURE	<p>Work climate surveys make it possible to establish employees' degree of satisfaction with their working conditions, so that we can take steps to improve them if necessary (to reduce absenteeism and attrition rates and ensure productivity and stability at the Centre).</p> <p>Satisfaction and work climate surveys will be carried out promptly as soon as the Equality Plan comes into force. New surveys may be scheduled every two or three years based on the results. Action will be taken based on the results.</p>		
TARGET GROUP	All employees		
HUMAN AND MATERIAL RESOURCES	Management and HR. Outsourcing required.		
PERSONS RESPONSIBLE	Included in HRS4R		
TIMING	Ad hoc	PLANNED DATES	1 st half of 2021
MONITORING AND ASSESSMENT INDICATORS	<ul style="list-style-type: none"> • The items on psychosocial health to be analysed have been included in the work climate survey drawn up and conducted each year. • Number and percentage of men and women who responded to the survey. • Results of the survey (on psychosocial health and job/Centre satisfaction). • Number and type of improvements carried out based on the results of the survey. 		

MEASURE 8	Collection of statistical data, broken down by gender, group, job position, category and type of contract, on the different types of leave, contract suspensions, long-term leave for work-life balance purposes, and provision of this information to the Monitoring Committee. Requesting a report from the external HR services company every six months		
SPECIFIC OBJECTIVE	To foster working conditions that enable all employees to achieve a work-family-life balance.		
DESCRIPTION OF THE MEASURE	<p>Every six months the external HR services company will be asked to produce a report setting out, broken down by gender, professional group, job and contract type, information on employees who are on leave, under a suspended contract or on long-term leave for work-life balance and personal and family reasons.</p> <p>The results of the report will then be used to consider making changes to the measures and types of leave available in order to ensure they are used equally by both genders.</p> <p>The annual report and any changes to it will then be sent to the Monitoring Committee for its records.</p>		
TARGET GROUP	All employees		
HUMAN AND MATERIAL RESOURCES	External HR services company, HR. An appropriate recording system.		
PERSONS RESPONSIBLE	Human Resources		
TIMING	Ad hoc	PLANNED DATES	2 nd half of 2021
MONITORING AND ASSESSMENT INDICATORS	<ul style="list-style-type: none"> • The information on the use of measures and leave has been systematised. • The annual report has been drawn up. • The results of the report have been analysed. • Action has been taken based on the results of the report. • The annual report has been submitted to the Equality Committee. 		

AREA NO. 7: REMUNERATION

MEASURE NO. 9	Keeping a record of salaries setting out average salaries, salary supplements and non-salary remuneration paid to staff, broken down by gender and distributed based on positions of equal value.		
SPECIFIC OBJECTIVE	To promote information and transparency in the remuneration system.		
DESCRIPTION OF THE MEASURE	<p>In accordance with Royal Decree 902/2020 of 13 October, we will keep a record of average salaries, broken down by gender and the arithmetic mean and median of the groups of jobs of equal value at the Centre, based on the results of the assessment of jobs at the institution.</p> <p>This information will in turn be broken down based on the nature of the remuneration, including basic salary, supplements and non-salary remuneration.</p> <p>If a salary gap of over 25% is identified in any of the remunerations paid, a report proving that this difference is unrelated to employees' gender must be attached.</p>		
TARGET GROUP	All employees		
HUMAN AND MATERIAL RESOURCES	Management, HR. Outsourcing required. An appropriate recording system.		
PERSONS RESPONSIBLE	Management and HR		
TIMING	Annual	PLANNED DATES	From the 2 nd half of 2021
MONITORING AND ASSESSMENT INDICATORS	<ul style="list-style-type: none"> • A record has been drawn up. • If any salary gaps have been identified, a supporting report has been drawn up. • The record and report have been submitted to the employees' legal representatives and the Equality Committee. 		

AREA NO. 7: PREVENTION OF SEXUAL HARASSMENT AND GENDER-BASED HARASSMENT

MEASURE NO. 10	Formalisation and dissemination of a protocol written in neutral language for the prevention of sexual harassment and gender-based harassment as a separate issue from workplace bullying.		
SPECIFIC OBJECTIVE	To ensure a safe working environment that is free from sexual and gender-based harassment.		
DESCRIPTION OF THE MEASURE	<p>In accordance with Article 48 of Organic Law 3/2007, companies must promote working conditions that prevent sexual and gender-based harassment, as well as put in place specific procedures to prevent this and deal with any claims or complaints that may be made.</p> <p>A protocol covering all sexual and gender-based harassment situations, as well as the complaint and investigation mechanisms, will therefore be drawn up. An Investigation Committee will be established for the purpose of addressing and investigating any cases that may arise.</p> <p>Once it has been approved, a communication campaign will be carried out through the Centre's internal media (posters, leaflets and mass emails).</p>		
TARGET GROUP	All employees.		
HUMAN AND MATERIAL RESOURCES	HR, administrative support. External occupational risk prevention service. Necessary budget.		
PERSONS RESPONSIBLE	The Management		
TIMING	Ad hoc	PLANNED DATES	1 st half of 2022
MONITORING AND ASSESSMENT INDICATORS	<ul style="list-style-type: none"> The protocol has been drawn up. The Investigation Committee has been established. The public communication has been carried out, and the types of methods used have been stated. Number of complaints received through the channels established in the protocol. Number of cases resolved by the Investigation Committee. 		

AREA NO. 10: COMMUNICATION

MEASURE NO. 11	Provision of training in the acquisition of inclusive language and the identification of sexist language for the people in charge of communication and social media.		
SPECIFIC OBJECTIVE	To disseminate a use of inclusive language and an image of men and women that does not reinforce gender stereotypes.		
DESCRIPTION OF THE MEASURE	<p>Short training sessions will be held for persons in charge of communication and social media on the inclusive use of the images and language used in the Centre's internal and external communications. These can take place online.</p> <p>After the training session, the degree of satisfaction and usefulness to participants will be assessed by means of an anonymous questionnaire.</p>		
TARGET GROUP	All employees		
HUMAN AND MATERIAL RESOURCES	External training. Necessary budget.		
PERSONS RESPONSIBLE	Communication area Human Resources Management		
TIMING	Ad hoc	PLANNED DATES	2 nd half of 2024
MONITORING AND ASSESSMENT INDICATORS	<ul style="list-style-type: none"> Number, type and duration of training sessions provided. Number and percentage of men and women who attended the training session(s). Report on attendees' opinions and usefulness of the training provided. 		

6. SCHEDULE OF ACTIONS

NO.	MEASURE	2021		2022		2023		2024	
		1S	2S	1S	2S	1S	2S	1S	2S
1	Performing a job assessment that takes account of the gender perspective.								
2	Creation of an equality training manual for the people involved in recruitment and promotion selection processes in order to ensure an objective process.								
3	Monitoring, broken down by gender and indicating the professional group, position, work schedule and type of contract, of the people who take part in competitive processes to fill new vacancies or move horizontally within the institution.								
4	Creation of a data collection system, broken down by gender, on the implementation of, access to, and type of, training given to employees.								
5	Creation of a biennial training plan based on the formal and periodic identification of employees' needs. Covering all groups, categories and departments, subject to budget availability.								
6	Keeping a record, broken down by gender and reason, of the number of employees leaving the institution. This is to be carried out through the external HR services company's database.								

NO.	MEASURE	2021		2022		2023		2024	
		1S	2S	1S	2S	1S	2S	1S	2S
7	Conducting work climate and satisfaction surveys based on the psychosocial risk survey already planned by CRAG, to help identify employees' needs regarding working time management and flexibility at the Centre. Acting in accordance with the results obtained.								
8	Collection of statistical data, broken down by gender, group, job position, category and type of contract, on employees who are on leave, under a suspended contract or on long-term leave for work-life balance purposes, and providing this information to the Monitoring Committee. Requesting a six-monthly report from the external HR services company.								
9	Keeping a record of salaries setting out average salaries, salary supplements and non-salary remuneration paid to staff, broken down by gender and distributed based on positions of equal value.								
10	Formalisation and dissemination of a protocol written in neutral language for the prevention of sexual harassment and gender-based harassment as a separate issue from workplace bullying.								
11	Provision of training in the acquisition of inclusive language and the identification of sexist language for the people in charge of communication at the Centre and on social media.								

