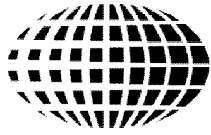


Attachment No. 1

to Directive No. 13/2023 of the Director of the Stanisław Leszczycki Institute of Geography and Spatial Organization, Polish Academy of Sciences (IGSO PAS) as of December 29, 2023, regarding the implementation of the "Gender Equality Plan for the Institute of Geography and Spatial Organization, Polish Academy of Sciences (IGSO PAS). Action Plan for the years 2024-2026"

Gender Equality Plan for the Institute of Geography and Spatial Organization PAS for the years 2024-2026





Institute of Geography and Spatial Organization

Polish Academy of Sciences

Introduction

The Gender Equality Plan for the Stanisław Leszczycki Institute of Geography and Spatial Organization, Polish Academy of Sciences (IGSO PAS) is a document supporting and guiding the direction of gender equality actions for the years 2024-2026, encompassing all individuals working within the Institute.

Before the introduction of the GEP, gender equality issues at IGSO PAS were regulated by universally applicable legal provisions (Labour Code and related statutes), and in specific cases, by principles applicable in international projects involving Institute employees. Since its inception, the Institute of Geography and Spatial Planning of the Polish Academy of Sciences has adhered to gender equality principles and anti-discriminatory policies. This applies to both the recruitment process and professional advancement. It has been a tradition of the institute to support scientific development regardless of gender and to ensure working conditions that do not exclude vulnerable groups and allow for combining professional work with motherhood, and increasingly, with fatherhood as well.

Upon analyzing the actions conducted by the Institute and based on specific evaluation criteria that identify the current status and challenges (gap analysis), the European Commission awarded the Institute the HR Excellence in Research logo in 2017. This distinction confirms that the Institute is engaged in actions aimed at non-discrimination based on gender, and gender equality and equal opportunities policies are among the objectives of human resources initiatives, both regarding the recruitment process and professional advancement. The development of the Gender Equality Plan is yet another step in this process. The work on the plan began in the period 2022-2023, while the final version was completed in December 2023. The adoption of the Gender Equality Plan for the years 2024-2026 aims to support IGSO PAS as an institution committed to principles such as equality, social diversity, combating discrimination, supporting academic development, including promotion, and more broadly, professional and personal development.

The Gender Equality Plan for IGSO PAS is the work of a team involved in HRS4R, which includes scientific staff, including representatives of assistants, adjuncts, and professors of the Institute, as well as technical and administrative personnel. The team is led by a female professor of the Institute, with experience in research and education on social diversity. The team has met several times, analyzing the baseline regarding gender balance in the Institute, formulating a diagnosis, and defining the main objectives related to the foundations of gender equality policy considering the conditions of the Institute.

Guidelines

The Gender Equality Plan is based on guidelines adopted at the national level (in the Constitution and Labor Code) as well as those applicable in the European Union. The Constitution of the Republic of Poland prohibits discrimination based on gender and unequivocally states that women and men in Poland have equal rights, including equal rights to education, employment, promotions, equal pay for work of equal value, social security, holding positions, performing functions, and receiving public honors and distinctions. At the same time, the position on discrimination based on gender was taken by the General Council of Science and Higher Education (MNiSW 2016), according to which "matters related to the phenomenon of discrimination deserve significant attention from the academic community" (...) and "it is worth considering enriching statutes of universities with appropriate provisions, as the most important internal acts regulating their operation." Similarly, this applies to research institutes and doctoral schools operating within them.

Gender equality should encompass the following pillars, as included in the EU Gender Action Plan (GEP):

- Pay equality: Ensuring that women and men receive equal pay for equal work and eliminating any gender-based pay gaps.
- Elimination of gender biases and stereotypes: Promoting awareness and education about gender biases and stereotypes, and implementing actions aimed at their elimination in the workplace.
- Gender balance in recruitment and professional advancement: Ensuring equal opportunities for women and men in recruitment processes, professional advancement, and allocation of tasks and responsibilities.
- Balanced participation in decision-making: Striving for gender balance in the decision-making structures of the institute, both at the management level and in the processes of policy-making and strategy development.
- Ensuring a safe and supportive work environment: Implementing measures to ensure safety and a comfortable work environment for all employees, regardless of gender.
- Support for work-life balance: Providing flexible work arrangements and support for employees in balancing professional and personal life, including parental leave and childcare support.
- Promoting equality in access to training and professional development: Ensuring equal access to training, professional development programs, and career advancement opportunities for women and men.
- Research and monitoring progress: Regularly monitoring data on gender equality in the workplace to identify areas needing improvement and track progress in achieving equality policy goals.

- External cooperation: Establishing cooperation with non-governmental organizations, other institutions, and businesses to exchange experiences and best practices regarding gender equality.
- Equality-based organizational culture: Building an organizational culture based on principles of equality, respect, and cooperation, which promotes openness, tolerance, and equal opportunities for all employees.

National and European research indicates that issues related to sexual harassment, bullying, and gender discrimination in the scientific environment are widespread and pertain to various fields of science and research institutions (RPO 2018, Gerlich 2019). These include: sexual harassment, to which women are particularly exposed; workplace bullying, including gender-based bullying, and gender discrimination. Studies show that gender discrimination often occurs in the scientific environment, both in recruitment, career advancement, and in daily work. These problems are often accompanied by structural inequalities, such as a lack of gender balance in decision-making structures, inappropriate personnel policies, or a lack of effective mechanisms to protect against sexual harassment and bullying. Preventing these phenomena requires a change in organizational culture: Research emphasizes the need to implement effective measures to prevent sexual harassment, bullying, and gender discrimination, as well as a change in organizational culture to create a work environment free from such behaviours and ensure equal opportunities for all employees, regardless of gender.

As part of this policy, the National Science Centre has taken steps to monitor the participation of women and men in research grants (NCN 2019a) and has committed to achieving gender-balanced representation in expert and review committees (NCN 2019b). In 2022, a survey was conducted regarding the functioning of women and men in science (NCN 2022). According to the document, "the compiled results suggest the existence of various types of disparities, obstacles, and systemic challenges, as well as challenges related to practices and attitudes of members of the scientific community. They also encourage in-depth discussion on this topic and indicate the need to develop more effective forms of equalizing opportunities for representatives of both genders in scientific activities." For many years (since 2012), the European Commission has been encouraging member states to remove legal and practical barriers at every stage of women's professional careers, including in scientific careers, while respecting EU gender equality law (Directive 2006/54/EC). The Commission also encourages addressing the problem of gender inequality in decision-making processes. The participation of women as project leaders, grant recipients, and research module leaders in research funded by the European Commission is supported. In light of the above guidelines and regulations, the Gender Equality Plan serves as a tool supporting actions taken to promote gender equality among employees at the Institute of Geography and Spatial Planning of the Polish Academy of Sciences (IGSO PAS).

In light of the above guidelines and regulations, the Gender Equality Plan serves as a tool supporting actions taken to promote gender equality among employees at IGSO PAS.

Diagnosis

The mission of the Institute of Geography and Spatial Planning of the Polish Academy of Sciences is to conduct scientific research in the field of geographical sciences and spatial planning, as well as to disseminate the results of these studies (Figure 1). The body responsible for the ongoing supervision of the Institute's activities is the Scientific Council, whose main task is to ensure a high level of its scientific activity and the development of its scientific staff. The organizational structure of IGSO PAS also includes a Disciplinary Spokesperson.

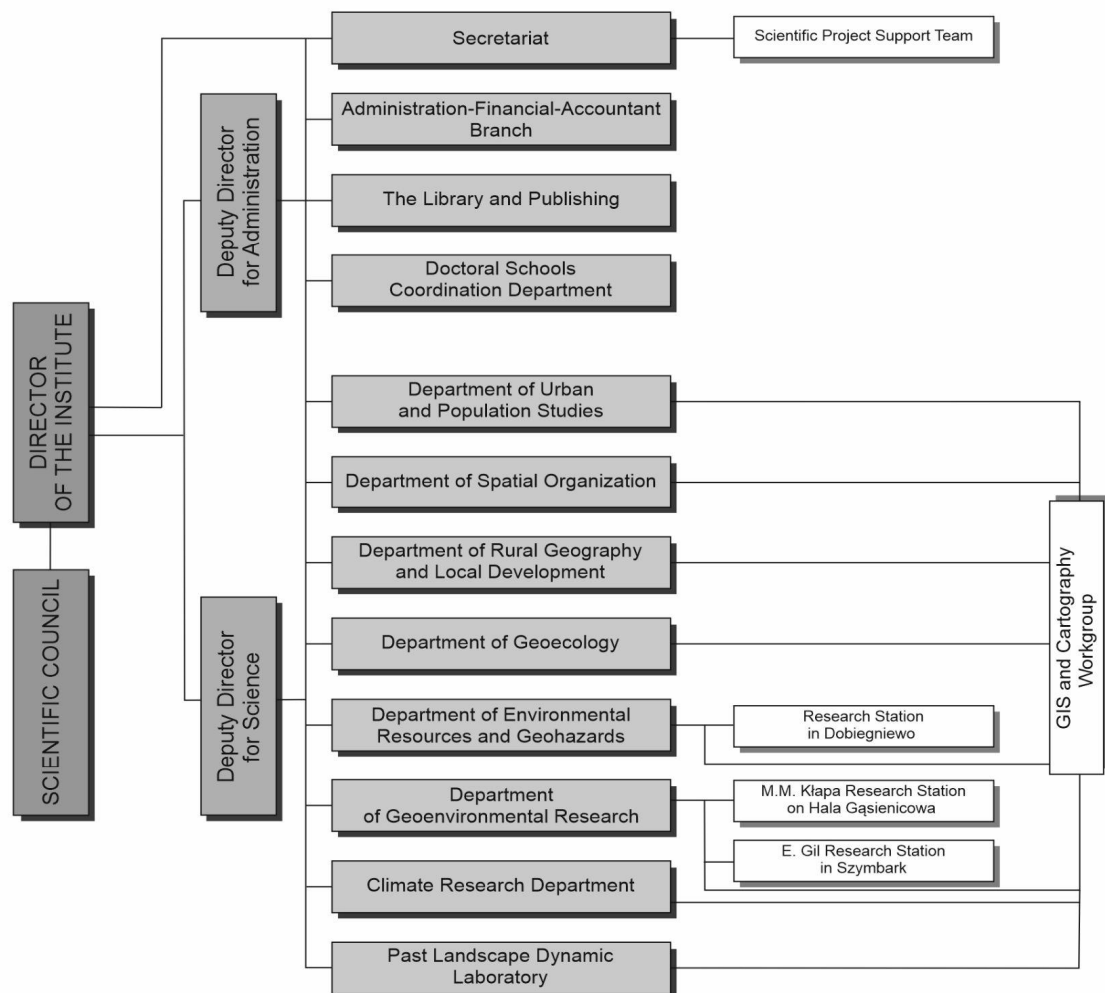


Figure 1. Organizational structure of the Institute of Geography and Spatial Organization of the Polish Academy of Sciences. Source: Statute of IGSO PAS as of January 13, 2021.

The Institute consists of eight departments, one interdepartmental research team, and the Central Library of Geography and Environmental Protection. One of the departments, the Research Station, and the Library are led by women. A woman also manages the Accounting and Financial Department. According to the division prepared for the implementation report of HRS4R, the structure of employees is as follows:

"N" staff - 74 individuals, including 28 women;

Doctoral students - 13 (7, including 3 women in the Geoplanet Doctoral School, 6, including 4 women in the Anthropos School);

Full professors - 8 individuals, including 1 woman;

Institute professors - 17 individuals, including 6 women;

PhDs (assistant professors, post-docs, specialists) - 34 individuals, including 13 women;

Assistants - 5 individuals, including 2 women;

Total number of employees (as of December 2023) - 102 individuals, 43 of whom are women.

Table 1. Gender distribution among individuals working at the Institute of Geography and Spatial Organization of the Polish Academy of Sciences in scientific departments and administrative positions (as of December 2023). Source: IGSO PAS.

Organizational unit	Females	Males	Total
Research departments			
Department of Urban and Population Studies	1	7	8
Department of Spatial Organization	3	6	9
Department of Rural Geography and Local Development	3	4	7
Department of Geoecology	4	5	9
Department of Environmental Resources and Geohazards	1	12	13
Department of	9	12	21

Geoenvironmental Research			
Climate Research Department	4	1	5
Past Landscape Dynamic Laboratory	5	4	9
Administration department			
Secretariat	2	3	5
Administration Financial-Accountant Branch	7	3	10
Library and Publishing	4	2	6
Total	43	59	102

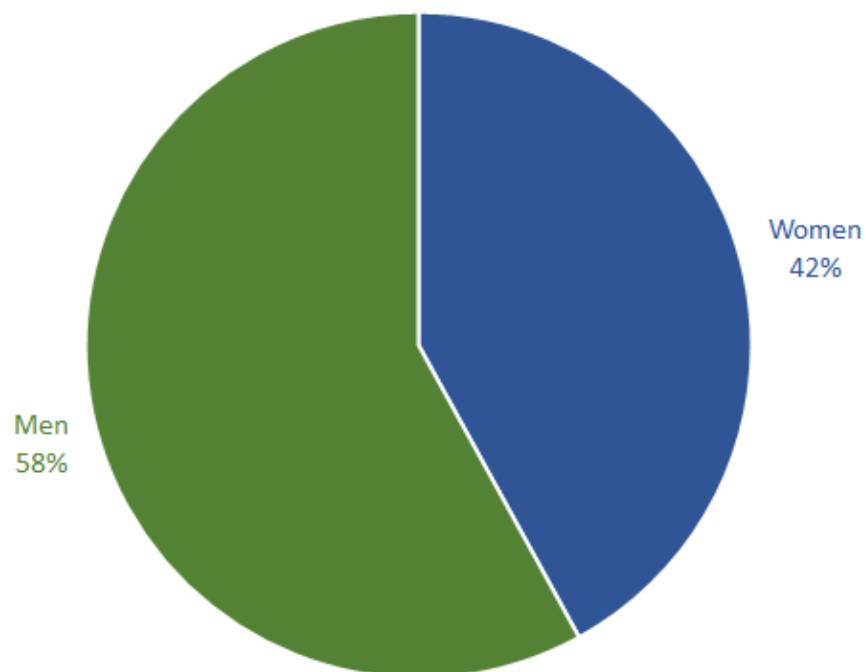


Figure 2. Gender structure among individuals working at IGSO PAS - chart. Source: IGSO PAS, December 2023.

Table 2. Gender distribution among individuals working in scientific positions at IGSO PAS (as of December 2023). Source: IGSO PAS.

Position	Females	Males	Total
Professors	1	7	8
Professors of IGSO PAS	6	11	17
Doctors (assistant professors, post-docs, specialists))	13	21	34
Assistants	2	3	5
Doctoral students	7	6	13
Total	29	48	77

The presented data indicate that the gender proportion at IGSO PAS concerning scientific staff is not entirely balanced. This is particularly evident in higher scientific positions and managerial roles (Tables 2 and 4). However, among doctoral students, women prevail. The same trend applies to administrative positions. Gender imbalance within the Scientific Council concerns one discipline, reflecting the number of independent full-time scientific employees at the Institute (Table 3). In the work of the social-economic geography discipline committee, two women employed in other research institutions also participate. Women dominate in the Social Committee. A more balanced gender representation begins to emerge in project management roles.

Table 3. Gender distribution among members of the Scientific Council of IGSO PAS (term 2023-2026) and other teams functioning at IGSO PAS (as of December 2023). Source: IGSO PAS.

IGSO PAS Scientific Council and other units			
	Females	Males	Total
Scientific Council	10	32	42
Doctoral Schools Coordination Department	0	2	2
GIS and Cartography Workgroup	0	7	7
Research Station in Dobiegniewo	0	1	1
M. M. Kłapa Research Station on Hala Gąsienicowa	0	3	3
E. Gil Research Station in Szymbark	3	3	6
Scientific Project Support Team	1	1	2

Social Committee	3	2	5
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Table 4. Gender distribution among individuals holding managerial positions at IGSO PAS (as of December 2023). Source: IGSO PAS.

Heads	Females	Males	Total
Research Departments	1	7	8
Administration units	1	2	3
IGSO PAS management	0	3	3

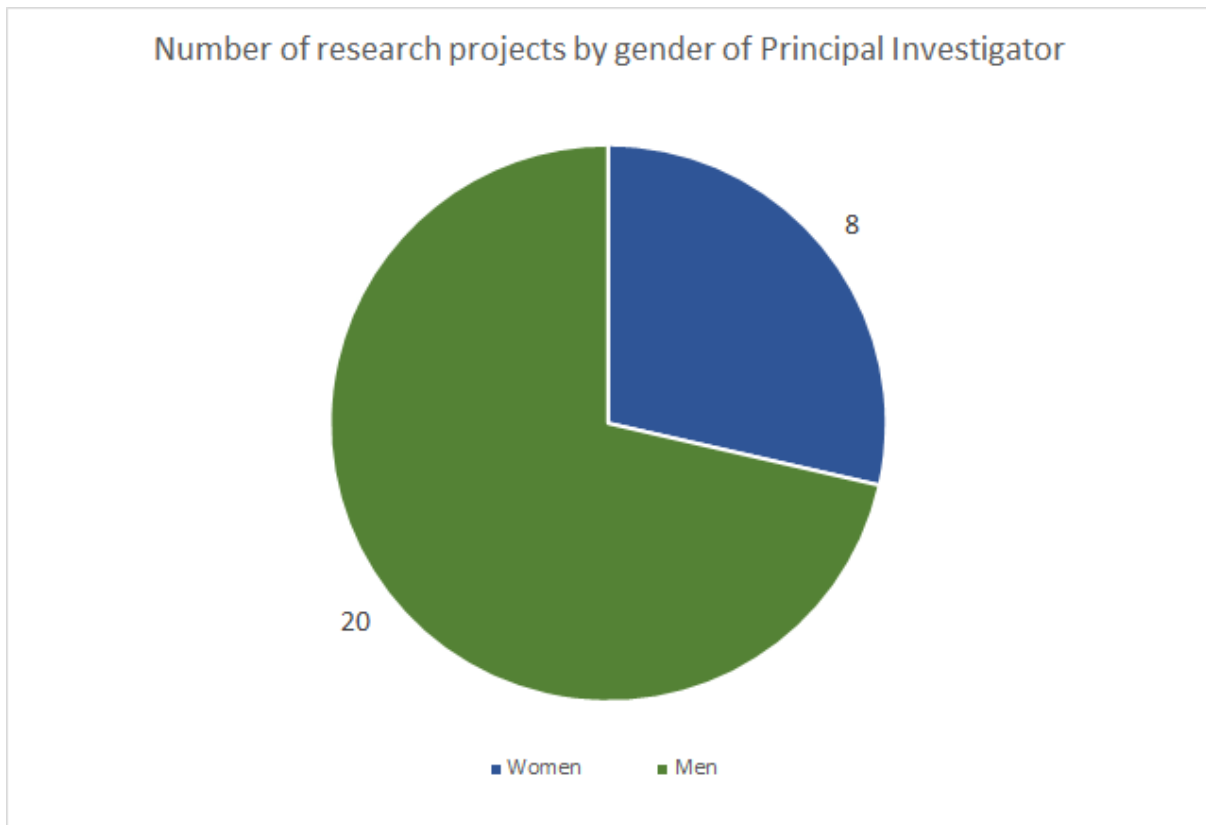


Figure 3. Gender distribution among project managers. Source: IGISO PAS, December 2023.

No violations related to discrimination, sexual harassment, or bullying have been recorded at the Institute. No legal proceedings have been initiated in this regard. This positively reflects the current policy regarding gender equality and prevention of discrimination in this dimension.

Goals of the Gender Equality Plan

The goals of the Gender Equality Plan outlined by IGSO PAS refer to the pillars of the EU Gender Action Plan (GEP), as presented in this document. They also align with the actions specified in the HRS4R, albeit addressing both scientific, scientific-technical, technical, and administrative staff. The actions undertaken during the period 2024-2026 will be monitored and evaluated by the Gender Equality Policy Creation and Implementation Team, as well as (indirectly) by other employees.

The Gender Equality Plan at IGSO PAS aims to increase employees' awareness of the importance of gender equality issues and reduce gender disparities, particularly in terms of academic advancement and participation in decision-making processes. The following strategic objectives are assigned to this aim:

GOAL 1: Raising awareness of gender equality issues

The goal is related to the elimination of gender discrimination and biases. The plan may entail actions aimed at excluding all manifestations of gender discrimination and biases in the workplace, through gender equality training and monitoring and responding to cases of discrimination.

Actions:

- Regularly conducting surveys assessing the state of equal opportunities at the recruitment and promotion stages and policies for their equalization among scientific and administrative staff (a similar survey was conducted among scientific staff in 2020 as part of the HRS4R implementation).
- Familiarizing employees with training opportunities regarding gender equality policies at the national and EU levels, especially those crucial for scientific environments.

Evaluation indicators:

- Survey response rate
- Positive assessment of the results of implemented changes (in subsequent surveys)
- Participation rate in training sessions

GOAL 2: Ensuring equal opportunities for academic advancement

This goal may involve efforts to increase the number of women in higher academic positions through the implementation of mentoring programs, career development training, and promoting gender equality in recruitment and scientific achievement evaluation processes.

Actions:

- Implementing mentoring programs and career development training,
- Promoting gender equality in recruitment processes.

Evaluation indicators:

- Results of mentoring programs and training,
- Assessment of the implementation of the policy promoting equal representation in recruitment processes and competitions for decision-making positions,
- Increase in gender balance in the number of women and men participating in events organized by IGSO PAS, committees, project teams, expert and review teams, in organizing conferences, scientific events, and outreach activities.

GOAL 3: Gender balance in decision-making structures

The aim is to increase the participation of women in decision-making bodies of the Institute and in committees evaluating research projects, through actively seeking and encouraging female candidates and ensuring equal opportunities for advancement.

Actions:

- Implementing a requirement for the participation of both genders in selected competitions for decision-making positions;
- Encouraging women to participate in competitions for decision-making positions.

Evaluation indicators:

- Implementation scope of the action;
- Assessment of action implementation expressed in a periodic survey.

GOAL 4: Support for work-life balance

Actions:

- Depending on the positions and the nature of tasks performed, implementing flexible forms of work that enable scientific staff as well as other personnel to balance their professional and family duties;
- Analyzing the needs regarding work-life balance;
- Assessing the needs of individuals returning to scientific work after parental leave or caring for dependents;
- Initiating discussions on balancing work and leisure time. Developing best practices considering the opinions of employees of both genders.

Indicators:

- Level of satisfaction with goal achievement in a periodic survey.

GOAL 5: Promoting an organizational culture based on equality

Actions:

- Building awareness and acceptance of gender differences in the workplace by promoting an open and tolerant organizational culture that respects and values gender differences and ensures equal access to opportunities and resources for all employees.

Indicators:

- Level of satisfaction with goal achievement in a periodic survey.

GOAL 6: Monitoring and evaluation of progress

Actions:

- Regular monitoring of gender equality data in the institute and evaluation of the effectiveness of actions taken within the plan to track progress and identify areas requiring further improvement.
- Collaboration with the Steering Committee for the implementation of the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers (HRS4R), as well as for advancement, collecting data on changes in employment structure and gender balance, age, etc.

Indicators:

- Data from the analysis of employment structure in groups and categories by gender.

Summary

The Gender Equality Plan for the Institute of Geography and Spatial Organization of the Polish Academy of Sciences aims to enhance the quality of work by creating favourable conditions for professional development and shaping the Institute as a friendly place for cooperation and collaboration. Aligned with national and EU guidelines and recommendations regarding anti-discrimination and gender equality policies, the presented actions aim to raise awareness of diversity and increase awareness of the importance of gender equality issues, support positive attitudes, promote professional development

regardless of gender, support gender balance in various positions, and develop solutions to strengthen the balance between professional and personal life.

The achievement of the set objectives will contribute to increased job satisfaction and safety for employees. At the same time, it will increase knowledge about gender equality issues, equal opportunities, inclusivity, and tolerance in the workplace. The plan, which the Institute intends to implement in the years 2024-2026, serves as the basis and direction for the development of equality policy within the unit and constitutes an essential requirement for seeking funding from European sources.

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