



D1.5 Equality Plan

Deliverable Information Sheet

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List of Acronyms

EDI	Equality, Diversity, Inclusiveness
STI	Science Technology Innovation
CF	Circular Fuels
EIGE	European Institute of Gender Equality
STEM	Science, Technology, Engineering, Mathematics
EB	Executive Board
GA	General Assembly
EEAB	External Expert Advisory Board
HR	Human Resources

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Keywords list

- Gender Equality
- Diversity
- Code of Conduct

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Executive summary

This report presents the plan for Circular Fuels' activities related to equality and diversity. The equality plan guides activities related to awareness raising on gender equality in engineering, which will be developed and implemented during the project. The task T1.4 runs until the end of the project. The activities proposed include awareness raising workshops as part of the project's events and dissemination of material in the project webpage as result of the workshops and as best practices.

This equality plan draws from the gender equality plans of the partners and aims to sustain practices of open and impartial treatments and procedures as well as maintain at all levels of the project fair working conditions for research staff and technical staff.

To this end this report prepares a code of conduct for the project centered on equality, equal treatment of all workers, on a gender or diversity basis. The report includes a benchmark of the partners' code of conduct and equality plans as a starting point.

As a reference, different reports are compared and used to reach an agreement among the partners of what would be useful and manageable KPIs in equality and diversity to be implemented throughout the project.

1. Introduction

To begin with, in this introductory section, the background and context of the gender equality issues in engineering are laid out.

On women's day 2024 former president of Finland Tarja Halonen shared a post on Minna Canth: "Today 180 years have passed since Minna Canth's birth! As she stated: 'the question of women is not only a question of women, but a question of humanity'. We still need to work towards equality".



Figure 1. Post by former Finnish President Tarja Halonen, March 8, 2024

In this introduction the results of different international organisations' assessment of equality and diversity are presented. In the second section, the benchmarking of the current status among the partners of the project will follow. This will be the basis for a set of activities to be developed and implemented as an equality plan serving to include open and impartial procedures in the specific context of the Circular Fuels community.

Per the International Transport Forum (ITF), women remain underrepresented in most transport-related industries, with only 17% female employees on average across a sample of 46 countries. Both attracting and retaining them remains a challenge for governments and the private sector. (<https://www.itf-oecd.org/gender-dimension-transport-workforce>)

1.1. European Observatory on Gender STI

Gender STI is an international Research project that aims to analyse the participation of women in science, technology, and innovation (STI) dialogues through a mapping study of STI policies influence on Gender Equality. This includes mapping the most important trends established worldwide.

For example, by analysing the role of female inventors in Artificial Intelligence (AI) patents Gender STI helps us to understand diversity and missing equality in AI, a fast-developing technology area. (<https://www.gender-sti.org/gender-equality-in-international-sti-dialogues/>) The analysis produced the following figures:

- *Women and girls are 25% less likely than men to know how to leverage digital technology for basic purposes;*
- *4 times less likely to know how to programme computers;*
- *13 times less likely to file for a technology patent. (source: UNESCO, 2019).*

In an industry closer to the topic of Circular Fuels, the energy sector, we find reports that emphasize the need to promote STEM careers. 200,000 additional women are claimed to be required in the EU27 energy sector by 2050 to maintain minimal gender balance. (The European Commission report on “Gender Balance in the R&I Field to Improve the Role of Energy in the Energy Transition”) <https://op.europa.eu/en/publication-detail/-/publication/b31c1aa0-dd36-11ee-b9d9-01aa75ed71a1/language-en>.

<https://www.gender-sti.org/what-is-gender-sti/>

The European Commission considers gender equality in STI to be a priority. Gender-related biases lead to horizontal segregation, or disparities among different scientific disciplines, and vertical segregation, which refers to low levels of female representation in top positions.

Given the increasing interest from third countries in cooperating with the EU in STI and in the mobility of researchers, the Commission believes that it is important to develop common solutions for common challenges regarding gender inequalities in STI.

The project will focus on three key areas: gender equality in scientific careers, gender balance in decision making and the integration of the gender dimension in Research and Innovation (R&I) content.

Furthermore, Gender STI will co-design solutions to common challenges found in these areas through a design thinking process. The Gender STI consortium is made up of partners from 16 countries in four continents.

Gender STI's Objectives

The European Observatory on Gender in STI is the first of its kind in Europe. It is a hub that aims to connect all organisations and initiatives interested in supporting gender equality in international cooperation in STI. Its aims are:

- *Create a mapping of how gender equality is considered and promoted in STI bilateral and multilateral agreements between EU Member States, Associated Countries and 10 selected third countries.*
- *Perform a comparative analysis and benchmarking on gender equality in STI agreements with selected third countries.*
- *Build on the work done by the ERA-related groups and EU-funded projects in charge of gender equality and international cooperation as well as EU funded projects.*
- *Design and implement a series of Co-Design Lab workshops in the EU and selected third countries.*
- *Formulate recommendations to enhance the integration of gender equality objectives in STI dialogues between Europe and third countries.*

The Observatory houses all knowledge and materials produced by the project and works to promote a healthy debate on gender equality matters in STI and contribute to common solutions. These resources were gathered among the different gender initiatives such as the sister projects as well as other participants with an international scope from countries within the 4 continents. This material is helpful to understand what kind of gender content is included in the international STI agreements and what is being proposed to promote gender balance in STI-related activities.

[European Observatory on Gender in STI - Gender STI \(gender-sti.org\)](https://gender-sti.org)

Methodology

Co-design labs [Co Creation Process: The Co-Design Lab Journey \(youtube.com\)](https://www.youtube.com/watch?v=...)

One of the methodologies proposed to work on the STI aims is a co-creation process. The prototype outlines the integration of design thinking in achieving gender equality in STI. The focus extends to applying gender perspectives in bilateral agreements among EU Member States, Associated Countries, and third countries. The prototype details methodology and execution for formulating policy recommendations, fostering an international community.

Sessions focusing on 3 challenges facing women in STI:

- *Gender equality in scientific careers*
- *Gender balance in decision-making*
- *Gender dimension in research and innovation content*

Guidelines [Guidelines for STI institutions towards diversity balance in the decision making process - YouTube](https://www.youtube.com/watch?v=...)

The Gender STI Project organised a series of co-design labs to enhance the gender perspective integration in science, technology and innovation (STI) through international dialogues.

1.2. European Institute for Gender Equality (EIGE)

The latest report by the European Institute for Gender Equality (EIGE) addresses the gaps that still exist in R&I in Europe and are also carried over to Horizon Europe. Creating Equality plans at project level is therefore an attempt to close the gap. Gender inequalities can be observed between scientific disciplines and differences are noticeable across countries.

[European Institute for Gender Equality | European Institute for Gender Equality \(europa.eu\)](https://eige.europa.eu/)

1.3. EU Gender and Diversity Strategy

Gender equality in research and education, is handled through provision in the Horizon Europe programs. Achieving gender equality in research, is a cross-cutting strategic priority at the EC. The strategy's implementation is consistently updated, and provisions are strengthened, specifically in how it relates to the European Research Area and networks. Notably the European commitment is reaffirmed in the research and innovation activities of Horizon Europe.

There are 3 main levels at which gender equality is addressed in Horizon Europe:

1. *Having a Gender Equality Plan (GEP) in place is now an eligibility criterion for certain categories of legal entities from EU countries and non-EU countries associated to Horizon Europe.*
2. *The integration of a gender dimension into research and innovation content is a requirement by default, and evaluated under the excellence criterion, unless the topic description explicitly specifies otherwise.*
3. *Increasing gender balance throughout the programme is another objective, with a target of 50% women in Horizon Europe related boards, expert groups and evaluation committees, and gender balance among research teams set as a ranking criterion for proposals with the same score.*

Information on how achieving equality in research and innovation in the European Research Area is collected in the European Commission's webpages: https://research-and-innovation.ec.europa.eu/strategy/strategy-2020-2024/democracy-and-rights/gender-equality-research-and-innovation_en.

2. Benchmarking the code of conduct and gender balance of the Circular Fuels consortium

In the following, the project and its beneficiaries are benchmarked with a focus on gender balance and equality and diversity markers reflected in the code of conduct or equality plans adopted by each partner. First, the figures regarding the gender balance in the management of Circular Fuels project are presented, followed by an overview of equality related awareness and practices in each organisation.

2.1. Circular Fuels gender balance

The Circular Fuels consortium shows a well-balanced distribution of genders at the level of operational management: in the Executive Board 44% of the voting members representing the partners are female. However, if we consider the work package leadership, where the responsibility of the work for the action lies, only one out of six work packages is led by a woman (14%). The General Assembly as the highest decision-making body of the project only has 1 woman out of 9 members (11%). The External Expert Advisory Board (EEAB) has only male experts.

On the one hand, while the number of researchers was not fully available at the time of writing, the new recruits, mainly PhD candidates recruited in the first year, are predominantly men. On the other hand, diversity in terms of nationalities is high. Almost exclusively the newly recruited researchers are from other countries than the countries represented in the project, including non-EU countries.

Table 1. Managing roles by gender in the Circular Fuel project

Role	Total	Women	Men
WP lead	7	1 (14%)	6 (86%)
Executive Board	9	4 (44%)	5 (56%)
General Assembly	9	1 (11%)	8 (89%)
EEAB members	3	0	3 (100%)
Recruits (year 1)	6	1 (16%)	5 (84%)

2.2. Assessment of equality actions and codes of conduct in the consortium partners

This benchmarking is based on the information received from each partner in the Circular Fuels project through a survey. The aim was to collect data on the organisational ways/routines of integrating equality into the operational processes, and on how it is considered in the constellation of the decision-making bodies, as well as in the organisational goal setting. The strategic values relating to equality are either explicitly prescribed in the specific equality plans, or they may be a set of principles that are ingrained in organisational code of conducts, and finally in the actual practices. In this document we have collected information on how these values have been communicated to the employees and to what degree there is awareness of how equality and equity principles are reflected in implementation practices.

The Circular Fuels consortium comprises nine beneficiaries from seven European countries, representing 6 research institutions and three corporate partners, geographically spread from the Nordic countries to Eastern Europe, France, and Austria. The nine partners of Circular Fuels were asked to fill in a survey in March/April 2024 (see Annex 1-10) and, where available, gender equality and diversity policy documents have been shared.

The set of questions (see Annex 1) was intended to gather information on the basic organisational features on gender equality, diversity, and inclusion. The main interest was to arrive at an understanding of how, through the project, EDI values could create structural and operational ties into the practices of the participating institution. The aim would be that EDI values would not only be considered in the code of conduct of the organisational profiles of the project's engineering institutions, but also be ingrained in their practices.

After an overview of the information on the beneficiaries, the individual beneficiaries are described based on their documents associated with the aspects of gender equality, diversity, and inclusion. The partners of the consortium are covered at different levels of depth, depending on the information made available. The table is an attempt to provide a more systematic overview, to facilitate assessment. The aim was not to present a methodological comparison, but to develop understanding and identify gaps.

2.3. General overview of the consortium partners

The responses to the survey of the Circular Fuels partners are summarised and presented in table 2 to make benchmarking easier. The responses were compiled in April 2024.

Table 2. Circular Fuels Consortium – current status of Equality / EDI practices

	Aalto University	CNRS - PROMES	VTT	Vienna University of Technology	University of Lund	ORLEN	RANIDO	BOSMAL	REVOLVE
Public / Private	Foundation which also receives public funds	Public institution	Public institution	Public institution	Public Institution	Industry	Industry	Industry	Industry
Category	Education, Research	Research	Research	Education, Research	Education, Research	Multi-energy, oil & gas Power generation and distribution	Research, business, manufacturing	Materials testing	Communication Media
Field of research	Art & Design, business & economics, science & technology	All fields of science	All fields of science	Technical disciplines	Faculty of Engineering, three departments	Petrochemical and Petroleum Refining	Catalysis	Testing of heat exchangers, electric and electronic devices, assembly testing, engine and vehicle testing, and metrology	Communication & Dissemination
Staff	4800, 43% fem.	32000		5700		64494 (2022)	20+	360 – 400 depending on clients	4-6
Students	20000, 36% fem.			28000					
Dpt / Group working in CF	School of Engineering, Dpt of Mechanical Engineering, Staff 668 Female 28% Energy Conversion and Systems Research Group Staff 112 Female 20% Not declared 1%	CNRS – PROMES Solar concentrated energy Staff 150 Female 20%	Two departments: “Liquefaction & Upgrading” and “Chemical & Polymer synthesis” Staff 42 Female 38%	Institute of Chemical, Environmental and Bioscience Engineering (ICEBE) Staff 232 Female 59% Education: BSc, MSc, PhD, Post Doc	Three dpts at the Faculty of Engineering	Innovative Petrochemical and Petroleum Refining Products Research and Development Office Staff 60 Female 40% 93% have higher education		BOSMAL’s Materials Testing Department Staff 41 Female 63% (4PhD, 18 MSc, 4 BSc) Male 37% (2PhD, 10 MSc, 3 post sec. school)	One team of 4 (all women)
Staff in CF	6 acad., 1 admin.	2 acad., 1 engineer	10	3	6 researchers	6	4	7	4
% female in CF	16%	0%	30%	66%	0%	50%	50%	% tbc	100%
GEP (link, or annex)	Yes (link) Aalto-level EDI plan the school's action plan	Yes (links in annex)	Summary on web page Not publicly available	Yes (links in annex)	Yes (link in annex)	No, but Policy of Protection of Human Rights (link in annex)	Yes (annex)	No	Yes (link in annex)

	Aalto University	CNRS - PROMES	VTT	Vienna University of Technology	University of Lund	ORLEN	RANIDO	BOSMAL	REVOLVE
Communicated	Available online Both the university level plan and the school of engineering plan are communicated to the departments when launched and are available in the School's management hub, or to all staff and faculty in the EDI hub	Available online		Public documents on website	Available online	Intranet, email from top management, mandatory training	Verbally and in writing	n.a.	Internal document
Launched	Aalto-level 2022-2024 School of ENG 2023-24	2021-2023 2024-2026	2016	2004, rev. 2017, proof HE GEP 2022	-	November 2022	2021	n.a.	AUGUST 2023
Drafted by	leadership, HR, Learning Services and representation from the six Aalto schools. The school-level action plan is drafted at the school's EDI committee and approved at the School's Management Team	Director of human resources, parity-equality committee, representatives of regional delegations and laboratories	HR, Leadership, and employee representatives	Equal Opportunities working Group, Gender Competence Dpt., the Academic Senate and the Rectorate	-	HR, Strategy, Purchasing, Compliance, Cooperation with the local community.	CEO	n.a.	AUGUST 2023
Implementation plan	The plan is tied to an implementation plan, which the schools, the leadership and the service functions have for developing their operations.	No formal implementation plan	Yes	Yes Link to numerous measures available	-	Implementation of the action is described in the policy document; in the R&D office it is linked to research	No	n.a.	Yes (added in GEP)
Inclusion and diversity plan	Yes Equality, Diversity and Inclusion plan and it describes the objectives and activities under all three themes	A social report may have addressed these aspects (link available)	Yes from 2022	Currently in process	Yes Included in the Equality plan	Yes From 2021	No	No	Yes (added in GEP)

	Aalto University	CNRS - PROMES	VTT	Vienna University of Technology	University of Lund	ORLEN	RANIDO	BOSMAL	REVOLVE
Practices in decision making	As above	-the lab has a specific committee about gender and equality, and an inclusion and diversity plan -the recruitment process takes care of inclusive writing. -there are specific actions for women in science (https://women.solarpaces.org/)	Recruitment, career progression, periodic reporting at VTT level	-dedicated resources for activities -dpt for gender competence (AKG) involved in recruiting -anti-bias training for professorships appointment committee -Annual gender monitoring helps to monitor progress. -TUW is currently working on the implementation of a policy on gender -based violence and sexual harassment. -links to relevant measures available	- included in the recruitment of all senior staff	- equality and inclusion values are practiced in day-to-day activities - constant employee development - training - in career development - in recruiting	The measures we have developed: Training opportunities, raising awareness, policy measures to ensure equal opportunities in recruitment and career progression.	-Commitment to the implementation of the Code of Ethics in line with the EU Gender and Equality Strategy 2020-2025 -The commitment to the Code of Ethics is in the BOSMAL declaration and states measures on anti-mobbing, protection, accessibility, anti-discrimination to age or gender, inclusion in recruitment and transparency.	- Workforce engagement surveys include a qualitative and quantitative focus. - Annual assessments and survey inform the strategy and action planning. - Multi-stakeholder, multi-level feedback for managers incorporates a GEI lens. - Equal job design, job description, vacancy announcements and application processes are consciously constructed to be diversity positive and avoid discrimination
Suggested follow-up practices	The emphasis in the plan is on current development actions. The same applies to the school's action plan.	-efforts should be dedicated to student formation	-	-encourage ongoing open discussions -training initiatives -measurable targets and standards -form partnerships, community groups	-	-currently obligatory training is enforced -additional trainings is possible for volunteers -training outside the office is possible	Review and update policies and practices to ensure they remain effective and relevant.	People of different genders and ages are present in every BOSMAL department and positive aspects are noticed. Improvement could be to encourage employees to gain competences outside their main education.	- Gender-related training (including workshops and events): gender-based
Needed elements in Code of conduct	As above, in additions the situation and development ideas could be described from the Circular Fuels team's perspective and how they may reflect the Aalto-level ECI plan and the action plan of the School of	Founding principles of CNRS 1. Equal treatment and opportunities, openness to diversity 2. Personal dignity, respect for work and people 3. Protection against sexist behaviour, sexual harassment 4. Inclusion, communication without gender stereotypes	-	-clearly express commitment -affirm commitment -declare zero tolerance policy against discrimination -ensure accessibility for people with disabilities -mandate regular EDI trainings Foster inclusive workplace culture, encourage collaboration, promote	-	Links to all activities	Equal opportunities, work-life balance, gender-balanced workplace	-A clear indication of our commitment to the competencies first approach as a clear sign for our future employees that BOSMAL is open and willing to work with any person who shares our common values i.e.	-

	Engineering. The Aalto EDI officer is available to be a contact point for facilitating discussions at a project meeting.	Guide (in French) for actions, aid, and procedures in concrete situations 1.Inclusion 2.Sexual harassment 3.International openness, apprehension of the language 4.Reminders of definitions and legal framework		alliance to support colleagues who are being discriminated -clear procedures for investigations -regularly review and update the CoC and best practices -encourage feed-back				independence in our work, focus on quality and timeliness and strives for continuous improvement.	
	Aalto University	CNRS - PROMES	VTT	Vienna University of Technology	University of Lund	ORLEN	RANIDO	BOSMAL	REVOLVE

2.4. Aalto University

WHAT is included in equality

Aalto University's approach to equality takes the form of EDI – equality, diversity, and inclusion. Equality is not seen only as gender equality but includes fair treatment and consideration of diversity. Equality also entails respect and space for inclusion and engagement with different backgrounds. The EDI features are described in the Aalto EDI plan 2022-2024:

Equality refers to an aim to provide a non-discriminatory, equal, and accessible environment in which employees and students with diverse backgrounds receive equal and fair treatment and are free to study and work without fear of discrimination.

Diversity refers to all the ways we differ, e.g., education, age, gender, nationality or personality traits, disabilities – any visible or non-visible attributes that make us different from each other.

Inclusion refers to an environment of involvement and respect, where everyone can be their true self, feel a sense of belonging, and where our different backgrounds and perspectives are seen as strengths.

The plans and processes are communicated on the main platform in the Aalto web pages [Equality, diversity and inclusion at Aalto | Aalto University](#). This is the hub which includes the plan, the activities, the engagement, and development actions.

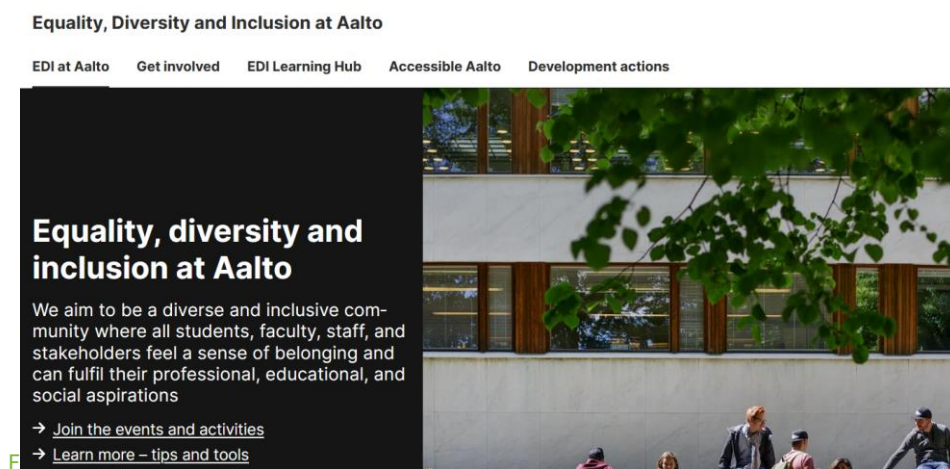


Figure 2. Aalto University website dedicated to EDI, April 2024

Equality, diversity, and inclusiveness are prominent in Aalto's core values, which emphasize supporting the community's wellbeing, creativity, and innovation. As part of the university's strategy Aalto University Ways of Working have been conceived to define the mindset of collaboration: 'Diversity is part of who we are, and we foster an empowered community that shines by working together'. This commitment leads to better research, education, and impact. The plan is accessible through the website or this link: [Aalto University - Equality, Diversity and Inclusion Plan 2022–2024](#).

In short, Aalto University works towards providing an inclusive and accessible environment for employees and students with diverse backgrounds. During the 2022–2024 period, the focus has been on the following areas:

- *Building EDI capabilities (awareness, psychological safety and inclusive community)*
- *Fostering inclusive learning experiences*
- *Developing equal people processes & practices*
- *Strengthening a data-driven operating model*
- *Promoting accessibility & barrier-free environments*

Initiatives were made known through four approaches in the platform (as can be seen in the screenshot above):

- *Getting involved*
- *EDI Learning Hub*
- *Accessible Aalto*
- *Development actions*

In addition, there is a commitment to accessibility: [Accessibility statement – Aalto University’s Event Tool | Aalto University](#). Aalto University's aalto.fi event.aalto.fi website and is subject to the EU's accessibility directive, the aim of which is to ensure equality in a digitalised society and set uniform requirements for accessibility. Aalto University's Communication unit objective is to maintain a website that is technically accessible and understandable in terms of its contents and that is clear and easy to use for all types of users. The supervisory authority is the Regional State Administrative Agency for Southern Finland, Accessibility monitoring unit www.saavutettavuusvaatimukset.fi.

Who is involved

At Aalto University, the deans are responsible for the equality, diversity and inclusion work on school-level. At the School of Electrical Engineering, the Equality, Diversity, and Inclusion Group has an important role in supporting the Dean. The group prepares a two-year EDI action plan, participates in its implementation, and makes recommendations on areas of development for the Dean and the ELEC Management Team.

Each of the six schools at Aalto University engages their community with specific initiatives. For example, each school encourages engagement with a dedicated EDI group open for ideas about EDI actions, and to discuss EDI issues. The EDI groups can be contacted by email or directly through the representatives of a department, service, or guild, or by directly contacting the development manager who is the chair of the group. Another example is the support given to the community members who apply for funding for their EDI initiatives. No initiative to advance equal opportunities for all is considered too small for funding, whether it is a network meeting, seminar series, creative project, mentorship scheme, or a public event. (https://www.aalto.fi/en/news/how-to-support-equality-and-diversity-apply-for-funding-for-your-idea?check_logged_in=1) The application period this year was open from April 1 - April 30, 2024.



Figure 3. Poster distributed in Aalto University campus encouraging EDI initiatives, April 2024

The proposals are evaluated based on their potential EDI impact and their impact across department, field of science, or student guild borders. An impactful project could provide substantial help to a small group of students or employees, or a small amount of help to a large group on identified issues of equality, diversity, and inclusivity.

How it is organised

Resources are assigned for EDI work at several levels at Aalto University. The spread of activities can be seen in the annual cycle of the work of the three major resources:

- *EDI Committee*
- *EDI Task Force*
- *Accessibility Coordination Group*

The EDI committee's activities follow a pre-set annual clock:

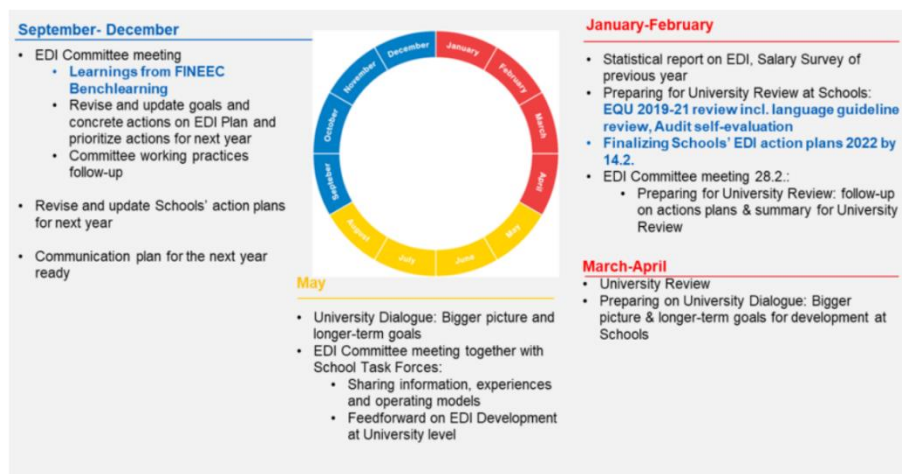


Figure 4. Working cycle of the Aalto University EDI committee.

Monitoring of female percentage among students

The current student body is the basis that will form the new recruits, researchers and academic personnel of the future in the fields of technology, and in this particular case in the field of mechanical engineering.

The number of enrolled students at Aalto University shows that the male – female ratio is not yet in balance. While the average number of female students at Aalto University was 36 % in 2023, a glance of the percentage at the School of Engineering (ENG) finds that the numbers are lower than the general average, approx. 26 % are female students. The Degree Programmes in Figure 5 below show that in at the Department of Mechanical Engineering, where the Circular Fuel project is hosted, and in the Masters' Programme in Mechanical Engineering, the percentage of female students in 2023 was only 11%.

(Figure retrieved from EDI Report in Aalto Key Information, Statistics for Planning and Monitoring, on April 17, 2024, <https://www.aalto.fi/en/equality-diversity-and-inclusion-at-aalto>).

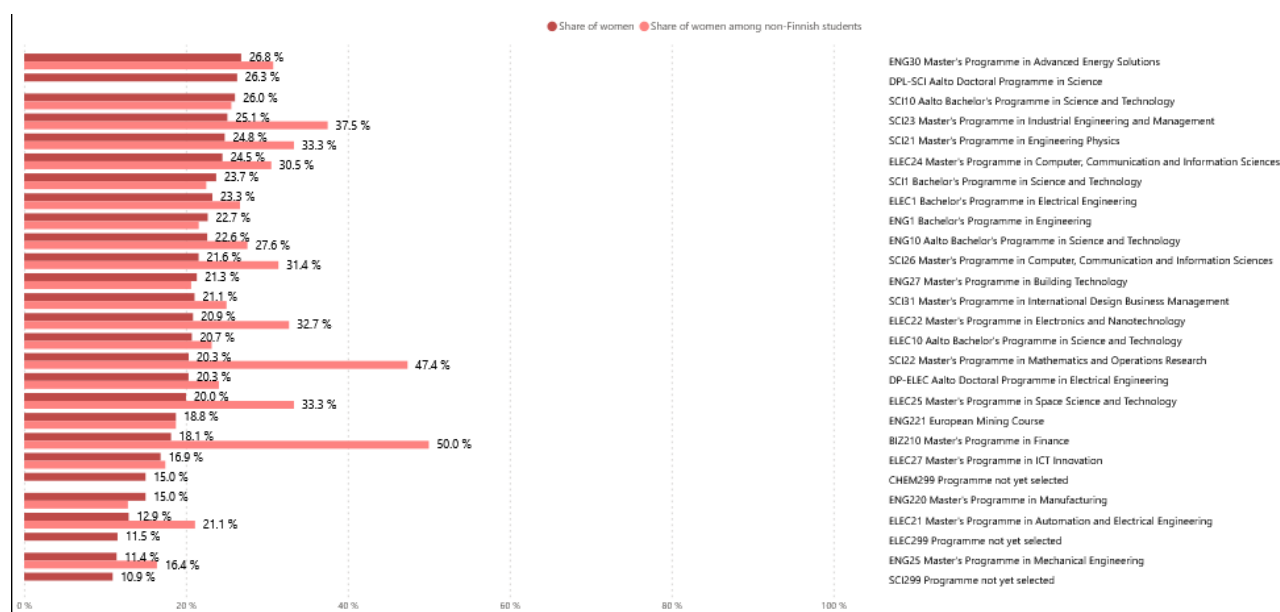


Figure 5. Percentage of female and international female students at Aalto University, 2023.

The following table shows the breakdown by school at Aalto University in 2023. The Schools of Science Engineering and Electrical Engineering have the lowest number of female students.

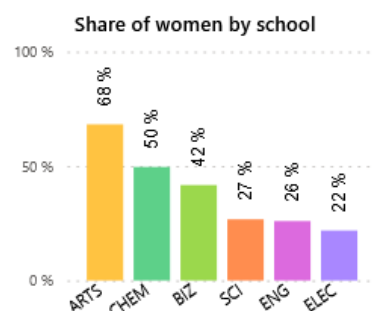


Figure 6. Share of women by Aalto School, 2023. EDI Report in Aalto Key Information

Monitoring of female percentage of personnel

In 2023 43% of the Aalto University employees were female, there is a difference between academic staff and administration and service personnel. Among professors 23% were female, while 38% of the managers were female. 37% of the job applicants were female.

For the School of Engineering the numbers of the female staff are: 28% of employees, 22% of the professors, 20% of the managers, 20% of the applicants. Below are some graphs presenting demographic data on some of the key academic groups within the School of Engineering from 2017 and 2021.

The charts below (Fig.7 and Fig.8) show gender distribution among graduates of all degree levels as well as teaching/research assistants, post-doctoral researchers, lecturers and professors. Though the changes between 2017 and 2021 have tended toward a more equal distribution, men account for roughly 75 % in all categories presented. The charts below are extracted from <https://www.aalto.fi/en/management-of-school-of-engineering/equality-in-the-school-of-engineering>, accessed on April 17; 2024.

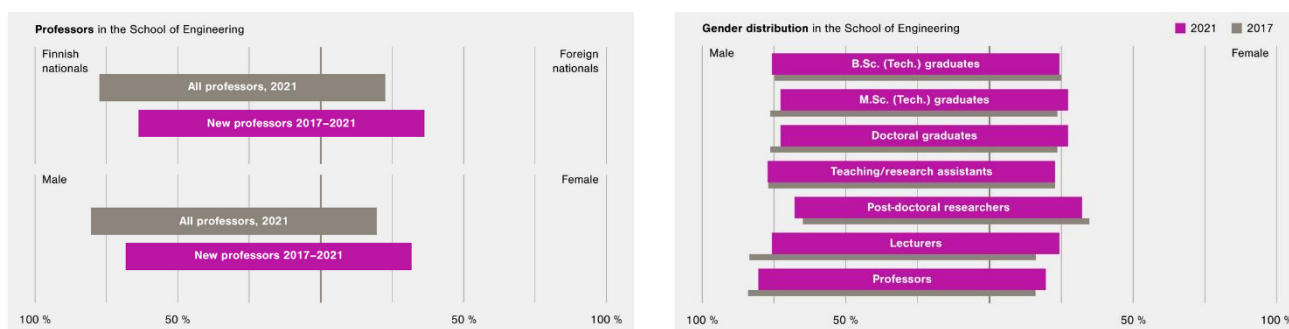


Figure 7. Aalto School of Engineering distribution of female academic staff.

The progress in internationalisation within academic groups is pictured below. The latest recruitments in post-doctoral positions have increased the number of foreign nationals. This is also reflected in the recruitment of post-doctoral and doctoral project staff for Circular Fuels. The new recruits for the projects were all foreign nationals.

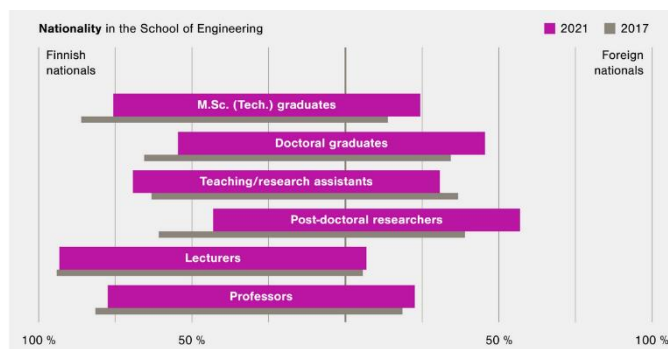


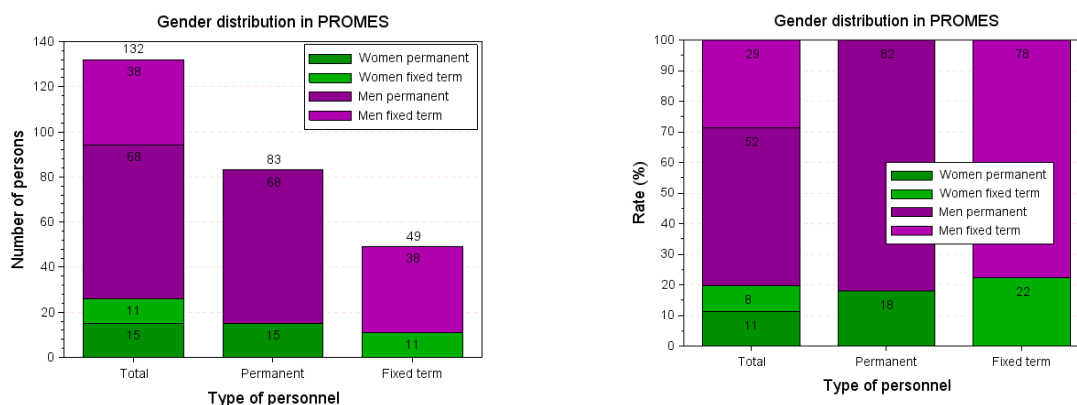
Figure 8. Aalto School of Engineering distribution of international academic staff.

2.5. CNRS

The new EQUALITY PLAN 2024-2026 (<https://mpdf.cnrs.fr/wp-content/uploads/2024/02/CNRS-Gender-equality-plan-2024-26.pdf>) restates the CNRS's commitment to make professional equality between women and men a priority. This document is supported by a specific organization called “mission for the place of women”. Progress has been made since the last plan, in terms of the percentage of female researchers recruited, promoted, and given responsibilities, or being receivers of CNRS awards. More institutes and regional delegations, such as CNRS-PROMES laboratory as partner in Circular Fuels, contribute to addressing equality matters. Work to support concrete actions to raise awareness and level inequalities is done through networks of gender equality contact points in the laboratories (e.g., a specific group promoting women in concentrated solar energy sector, <https://women.solarpaces.org/>).

The aim is to strengthen diversity and remedy inequalities in all organisational layers, including support staff, and to attract diverse talent to scientific careers. To this end, the impact of parenthood on careers needs to be reduced, and equality needs to become an integral part of all CNRS policies.

Figures 9-12 illustrate the current gender balance at the location of CNRS PROMES, which is the CNRS unit collaborating in



Circular Fuels. Based on these figures of the employment distribution we need to acknowledge that the path to equality is still long and winding. The figures reveal that employment at CNRS PROMES is not favourable for women scientists in terms of fixed term positions.

Figure 9. Gender distribution at CNRS PROMES in numbers and in percentages

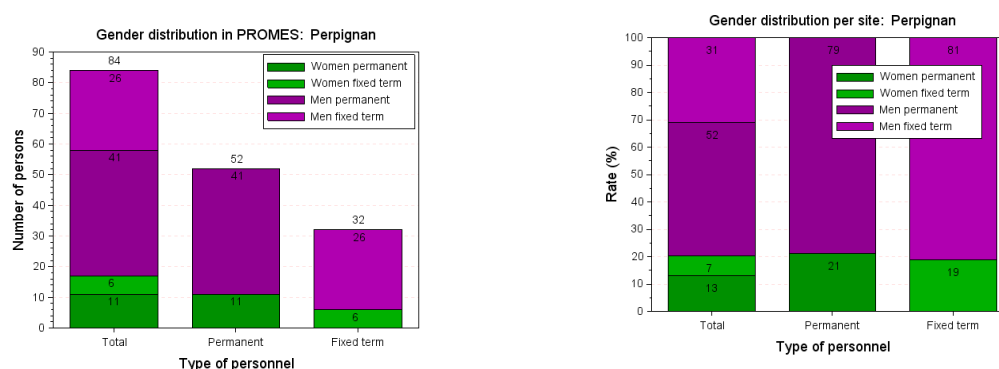


Figure 10. Gender balance in the PROMES Perpignan site in numbers and percentage

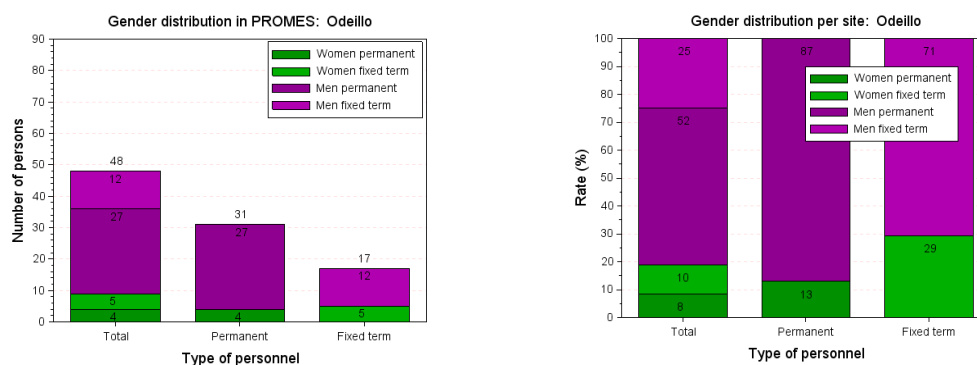


Figure 11. Gender balance in the PROMES Odeillo site in numbers and percentages

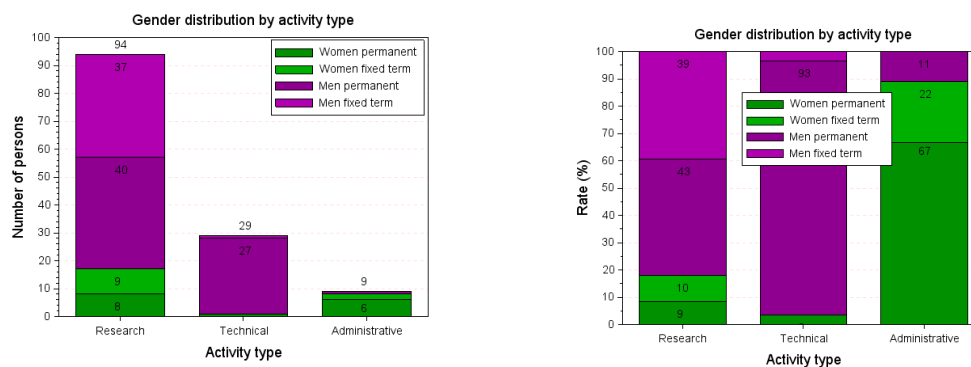


Figure 12. Gender balance in CNRS PROMES by activity type in numbers and percentage

The CNRS GEP addresses equality through six axes, of which five are predefined in the Law on the Transformation of the public sector. Each axis defines several objectives, actions, indicators, targets, schedule, and responsible entity.

1. Assessing, preventing and bridging the gender pay gap
2. Ensuring equal career opportunities
3. Promoting work-life balance
4. Combating gender-based violence, harassment and discrimination
5. Governing, monitoring and evaluating the gender equality policies
6. Integrating cross-cutting actions

Figure 13. Contents of CNRS GEP 2024-2026, page 3

CNRS' commitment to gender equality has been recognised at European level. In May 2024 CNRS was awarded the European Prize for gender equality in the 'advanced category'. In terms of results this means that in the past five years the share of women hired as research officer "has risen from 34% in 2017 to 42% in 2022. Over the same period, the percentage of women promoted to research director has risen from 33% to 43%. In addition, the proportion of women heading research laboratories has risen from 22.4% in 2019 to 25% in 2022. Lastly, over the past ten years, five women researchers have received the CNRS's highest annual scientific distinction, compared with just two women since the prize was created in 1954."

https://www.myscience.fr/fr/news/wire/cnrs_wins_the_european_gender_equality_prize_in_the_advanced_category-2024-cnrs

2.6. VTT

The VTT Diversity, Equity and Inclusion plan declares VTT's commitments to gender equality. It includes the following sections:

- Commitment of dedicated resources
- Regular data collection
- Measures for work-life balance and organisational culture
- Gender balance in leadership and decision-making
- Gender equality in recruitment and career progression.
- Integration of the gender dimension into research and training content
- Measures against gender-based violence

The plan, which is not publicly available, is however explained in the VTT webpages. Also, the link to the VTT code of conduct provides information on VTT's firm stand against discrimination of its employees. The support by the top leadership is guaranteed through management commitment letter (Annex 4), stating that Gender Equality plays a key role in VTT's strategy and mission, and is signed by President and CEO of VTT.

<https://www.vttresearch.com/en/gender-equality-plan-vtt/gender-equality-plan-vtt>

<https://www.vttresearch.com/sites/default/files/2020-01/Code-of-Conduct-ENG.pdf>

2.7. Lunds universitet

As a public institution of higher education and research Lund University's activities must safeguard democratic principles and human rights. As is stated on the university's website (link below) this means safeguarding 'legality, objectivity, free opinion formation, respect for everyone's equal value'. Additional information on the work is published online:

<https://www.staff.lu.se/organisation-and-governance/vision-objectives-and-strategies/gender-equality-and-equal-opportunities>

Lund University's plan for Equal Opportunities 2022–2027 is annexed. The University's Council for Gender Equality and Equal Opportunities published an annual update in September 2023. <https://www.staff.lu.se/sites/staff.lu.se/files/2023-11/2023-annual-follow-up-the-equal-opportunities-plan-lund-Iniversity-2022-2027.pdf>



2.8. Technische Universität Wien (TUWien)

TUWien has a Gender Competence Service Department, a service facility for achieving the commitments to providing development opportunities to women and men equally, and a history of prioritizing competence in gender equality. The web page of TUWien provides detailed information and links to several strategy documents on the requirements and strategies on equal opportunities.

<https://www.tuwien.at/en/tu-wien/organisation/central-divisions/gender-competence>

TUWien showcases a wide range of measures and programmes dedicated to fulfilling responsibilities towards inclusion at various levels of administration. To operationalise the commitments, networks and platforms have been created, as well as participation in European wide projects dedicated to equality in the technology field. This serves to connect scientists in TUWien's different faculties and to foster the exchange between female scientists - both professionally and with regard to their experiences in science -, as well as providing a motivating platform for mutual support.

2.9. Orlen

ORLEN S.A. is a large commercial company integrating multi-energy solutions with operations both oil and gas production and the processing and sale of petroleum products, as well as power generation and distribution. ORLEN operates mainly in Central Europe. The group does not have a GEP as such, but aspects of what is required in the EU GEP are addressed in the Policy of Human Rights which is adopted across all units of the ORLEN Capital group.

Implementation actions have been established to ensure that the values of equality and inclusion as set up in the Human Rights Policy of ORLEN are followed in practice. This involves mandatory training and within the principle of constant employee development, there are provisions for additional guidance in specific aspects of interest.

2.10. Ranido

The RANIDO GEP https://www.ranido.cz/app/uploads/2022/01/GEP_na_web.pdf indicates measures to address gender equality at RANIDO. Its policy measures are set up to ensure equal opportunities in recruitment and career progression, as well as nomination and remuneration. Regarding the implementation, RANIDO fosters training opportunities raising awareness on gender equality and inclusion. The leadership commitment is to embed the principles stated in the gender and equality plan into the rules and regulation of the company.

2.11. Bosmal

Bosmal does not have a GEP as such but has implemented a Code of Ethics containing a declaration regarding gender equality. <https://www.bosmal.com.pl/userfiles/plik/1702557125.pdf>

The statement in the code of Ethics is that the organisation is acting in the spirit of ethical and social responsibility; that it operates in line with the EU Gender Equality Strategy 2020-2025; that the organisation implements the Anti-Mobbing Policy;



and that it ensures safety of all employees, as well as equal access. The document also specifies how the code of ethics which is made known to staff by issuing of the President is distributed within the company.

2.12. REVOLVE

REVOLVE's Gender and Equality Plan (GEP) sets an action plan in support of the implementation of gender equality practices in REVOLVE's Workplaces. The document sets out REVOLVE's ambitions and targets linked to promoting gender equality within REVOLVE, as well as important initiatives designed to achieve this goal. REVOLVE's Executive Board approved the Policy at the General Assembly on 22 June 2021.

REVOLVE's GEP demonstrates REVOLVE's commitment to advancing gender equity, but also diversity, and inclusion (GEDI) in REVOLVE's culture. The document states that to achieve REVOLVE's mission as a communication agency fostering cultures of sustainability, REVOLVE requires diversity among its employees' experiences, attitudes and perspectives.

The document provides a high-level summary of the Gender Equality Plan, setting forth the key targets for both short-term and long-term objectives allowing REVOLVE Group to achieve the objectives in the Plan and to help guide its implementation. In addition to providing clear targets for 2022-2026, which are specific, measurable, achievable, relevant, and timely (SMART), it outlines best practice benchmarks to facilitate the measurement of progress across REVOLVE consistently.

As the targets of the GEP are being set in a time of potential significant system-wide change, consideration of the GEP and its progress will be made every year to incorporate new developments. The staff survey will be conducted annually to reflect on the feedback, measures taken, areas to improve or strengthen and new actions to implement.

This Gender Equality Plan is set for five years. Still, it is recognized that the journey towards attaining the shared Gender, Diversity and Inclusion vision will be an ongoing body of work, requiring long-term efforts and sustainable investment to enable impactful results over time.

SITUATION AS OF 2021-2023

The Plan is based on REVOLVE's 2021-2023 situation and circumstances as a small-size communication agency fostering cultures of sustainability.

To achieve organisation's mission, deliver the best results, and continue to address the challenges related to climate change, REVOLVE requires diversity among its employees' experiences, attitudes and perspectives. Organisation recognises the importance of increasing women's representation in the organisation and use the skills and expertise that women represent.

Since its inception, REVOLVE has been working to encourage diversity and promote gender equality within the organisation. This work is taking place in parallel as part of the Sustainability Policy. REVOLVE are also working to address other key diversity issues besides gender. These processes will be integrated as part of ongoing work to constantly improve.

REVOLVE has zero tolerance towards any bullying, gender-based violence and sexual harassment. Incidents or matters worthy of criticism will be reported according to organisation's internal routines for whistleblowing. In addition, REVOLVE monitors and maps incidents regarding bullying and sexual harassment through annual working environment survey. All

reported cases are followed up in accordance with established procedures in REVOLVE's management system to resolve each specific case, take care of the individual, and prevent improper conduct from happening again.

Organisation has been working actively to recruit women and can demonstrate true gender equality across the board. The proportion of women among REVOLVE's employees has increased steadily recently. In June 2023, women made up 60 % of the employees within the REVOLVE Group. All percentages listed here and in the GEP refer to all full-time employees and consultants working for REVOLVE.

3. Means for the project to foster equality and diversity in engineering science

The Equality Plan is part of T1.4 which includes activities to raise awareness on gender equality in engineering through dissemination of material on the project webpage and dissemination events.

3.1. Key elements of gender equality in the project

This task is dedicated to the development and implementation of an equality plan for Circular Fuels which ties with the need to raise awareness of gender equality in engineering.

Equality does not simply equal gender balance, it covers different aspects of gender and diversity balance and initiatives to improve enabling processes. Equality can be envisioned in activities such as recruitment, career development, work-life balance, decision-making, research content, research culture, innovation facilitation and creativity environments.

One important element is the development of enabling qualities at different levels of interaction. Organisations, communities, and collaborative environments and their adopted codes of conduct can either serve as enablers towards equality or be embodiments of barriers.

In a project like Circular Fuels, which operates in core fields of engineering relating to energy supply, equality can be fostered both administratively in the project's managerial processes, and methodologically, in terms of equality aspects, such as gender balance and inclusion, being taken into consideration when considering the impact of the research.

Questions that can contribute to discussions and to raise awareness to the specific needs of the scientific fields in engineering, which are represented in the project, are:

- ✓ *What are the challenges in attracting and retaining women in the transport sector roles?*
- ✓ *Are the skills, career openings, and educational requirements in the transport sector evolving?*
- ✓ *How can the project promote women to take leadership positions in energy conversion?*
- ✓ *How can the role models among our project partners be helpful in empowering women?*
- ✓ *How do we influence future generations – i-Wish community, STEM education, etc.?*
- ✓ *What impact has culture on women in the transport sector?*
- ✓ *How do gender balance and parity impact the success of engineering projects?*
- ✓ *What place has positive discrimination in promoting women in transport?*
- ✓ *Are women the most untapped yet educated transport resource?*
- ✓ *What can we learn from other geographies and sectors?*
- ✓ *What are the transport career “barriers to entry?”*

3.2. Fostering equality and diversity awareness in the project

In this first stage of the equality related task (T1.4), a first step has been taken to introduce the equality, diversity, and inclusiveness dimensions to the beneficiaries and agree on further steps to be taken to keep raising awareness through dedicated activities and purposeful monitoring. In their engagement with the field related questions about the means to increase gender balance and equality actions, the consortium parties will need to define improved processes for rules open and impartial selection procedures as well as fair working conditions for all researchers and other staff in the project.

All the beneficiaries of Circular Fuels could refer to equality measures their organisations has introduced either through policy documents on Human Rights, or Code of Conduct, Equality Plans, or signed letter of commitment by their highest leadership positions. Some organisations had equality officers and departments, some ensured that their employees would be provided relevant training. We recognise, however, that in addition to the measures taken by the leadership of each of our partner organisations we need to define the aims for fostering diversity and equality in the partnership roles required for successfully working as a consortium. A project like Circular Fuels brings new insights through partner collaboration on promoting gender balance, diversity, and inclusion. In this regard we acknowledge that:

- Equality and diversity commonly start with statements on balancing opportunities among genders but are more than gender balance.
- Equality can be meaningfully advanced in partnerships, more so than by each unit on its own.
- Equality (Diversity and Inclusiveness) can be found in structures, therefore structural dimensions should be examined (e.g., the structure of a research group, of consortium bodies, of a project design, even a project lifecycle)
- Raising awareness to equality and diversity questions includes examining contexts and the challenging balance.

Based on the acknowledgements above we also recognise that:

- Working with a diverse group and managing multi-faceted input can be tricky and require effort.
- Diversity and equality foster a more creative, innovative, and multidimensional approach to research and its impact, and, in the end, are as much about generating a competitive advantage, as about well-being.
- Work culture in our organisations and our research groups may need additional skills in the cultural intelligence of our researchers, scientists, and technical staff.

Drawing from the Gender Equality Plans of the consortium parties, the objective has been to arrive at a range of actions for the duration of the project that could serve the following aims:

1. *To enable discussions on how equality and diversity can be achieved in the technology and engineering field;*
2. *To identify open and impartial procedures as well as fair working conditions for all researchers and other staff in the project. These can serve as motivators;*
3. *To identify gaps in equality implementation in the project's course;*
4. *To propose future actions to maintain a gender balance, understanding for diversity, and support for equal treatment conduct.*

These four aims constitute the background for the future actions proposed in this document and have been presented for discussion to the partners in the consortium plenary meeting on April 23.

In the plenary on April 23, representatives of the consortium met at the CNRS solar furnace lab for the second consortium meeting to discuss the progress of the project. The session reserved for WP1 included an interactive session to prepare the ground to work on issues such as Equality Diversity and Inclusion, as well as on a code of conduct for the project. After an introductory presentation by the coordinator the consortium gathered in small groups for a first joint attempt to tackle the multi-dimensional views on equality and diversity as a project. The following questions were discussed:

- *Which dimensions of diversity could you consider in your work for Circular Fuels? Why?*
- *What kind of change does this require in addition to fulfilling the tasks of the project?*
- *How do we define equality with its wider dimension of diversity and inclusivity in the Circular Fuels project?*
- *What is the role of a project like Circular Fuels in pursuing a positive change towards a higher cultural intelligence around equality and diversity?*

As a result of the group work the following conclusions were made:

1. The gender imbalance is difficult to overcome as it is already present in the ratio between male and female students. Therefore, a change to a positive direction implies increasing the balance in the student numbers.
2. Measures to address gender balance and avoid discrimination can sometimes be perceived as problematic. Therefore, we should also be prepared for possible negative side effects in the implementation of the equality work.
3. The project partners can pay increased attention to inclusiveness and consciously practice 'inclusive writing' in job offers / announcements. Though this is already mandatory in some institutions, it needs conscious actions.
4. The research groups involved in the project could monitor equality and diversity by presenting an overview chart of diversity in their group and unit. Exposing the numbers in a relevant way can raise awareness and incentivise.
5. Developing and expanding monitoring e.g., transparency in reporting, such as exposing the ratio of applicants for projects' research positions could be introduced.
6. If specific attention is given to equality in technology, what would be the field-specific objective regarding equality from the perspective of the EU equality strategy?

In the next section we present actions that have been agreed upon between the partners of the project.

4. Next steps towards equality objectives in Circular Fuels

Circular Fuels is a 4-year project and can incorporate several attempts to raise awareness to equality and diversity. This will require tracking, in order to recognise a possible impact or change in how equality and diversity have been embedded in research collaboration.

In order to be able to monitor diversity actions during the project we agreed to pay attention to the following aspects:

1. *Terminology of inclusiveness*
2. *Awareness and engagement*
3. *Tracking activities*
4. *Quotas*
5. *Material and information bank*
6. *Accessibility*

Although relevant from the perspective of inclusion, the dimension of disability will not be included in the monitoring activities.

4.1. Terminology of inclusiveness

This document and the process of raising awareness has considered the aspect of equality from a wider perspective. Equality assumes the effort to keep together what may be diverse and may tend to be excluded. In addition, in the context of research, it is diversity that provides the fuel to new ideas and innovations, especially if fostered in an environment that has equality and inclusion as a code of conduct.

Therefore, terminology that builds on diversity and equality in Circular Fuels will go beyond gender balance. The management and fostering of diversity and equality, as 'navigating our differences', (Pogosyan, 2022), has also been portrayed as 'cultural intelligence': being sensitive to different dimensions, ensuring that different voices get engaged, and bringing different dimensions towards a successful and productive collaboration. To support this broader terminology which goes beyond a numeric balance, some numeric monitoring is still needed, to recognise directions and movements and weigh outcomes. The following activities will address this aspect through training, engaging, and tracking.

4.2. Awareness and engagement

Efforts for improved awareness and engagement will be done in two paths, dissemination and training:



Dissemination path (REVOLVE)

Equality, diversity, and inclusivity topics will be included whenever possible in the dissemination of the project on social media, the website, video material, interviews material, feature stories of Circular Fuel researchers' career paths

Training path (Aalto, REVOLVE, all)

This will include embedding a session in Circular Fuels plenaries on diversity dimensions into the co-creation processes of research work by inviting facilitators from either the Aalto EDI task force, or experts from other partners

Active representatives from the EDI network at Aalto University's School of Engineering are available to function as facilitators for awareness creation, interaction exercises, and dialogues. If possible, sessions will be organised aiming to identify critical issues and develop potential solutions through a facilitated design thinking process.

Expected results

Both paths will provide useful insights for the participants of the project, in particular for doctoral students recruited in the project and the future roles they may play in the field of engineering science.

The inclusiveness and diversity dimension will showcase examples and exemplify success stories. These can create a narrative that is appealing and will serve to incentivise inclusion and diversity dimensions in future projects.

This approach also aims to challenge researchers to be open to diversity dimensions in their research and seek institutional support and organisational commitment when they will move on to other positions in their careers.

4.3. Monitoring during the project

An efficient way to introduce change is to track activities and practices that expose certain trends. Therefore, we intend to monitor the equality aspect through participation to the project's events. For example, in addition to the usual tracking of female staff and researchers who are active in the project, when we organise a Circular Fuels external event, conference, or seminar, with the help of our dissemination partner **REVOLVE**, we will track (GDPR regulations will be followed):

- *the number of women participants and, if possible, their expertise*
- *the number of female speakers and their field of expertise*

If possible, we will make distinctions by level of education / professional position and by country. This relates to the finding that gender inequalities are evident across EU Member States (Eige, 2022)

Expected results

Monitoring can be used as a motivator to go the last mile in securing gender balance, diversity, and inclusion. A differentiation by fields of expertise can help to establish which are the more challenging areas where women are least represented in our project's scientific work and its societal engagement.

4.4. Quotas

Though this may not be possible to achieve in all cases of engagement, Circular Fuels partners agree on the 50% 'quotas' as a starting point when organising an activity, for example:

- *to have 50-50 women and men representation among panellists/speakers,*
- *50-50 representation for participants at the conferences.*

With reference to the gender balance 50% target throughout the Horizon Europe programme, Circular Fuel needs to increase its efforts to balance the women-men ratio in its activities. Though the coordinator and REVOLVE, as engagement partner, will play a key role in providing guidance and monitoring, this requires the collaboration of all partners. Each beneficiary needs to engage their organisation in identifying relevant stakeholders in their networks who in their expertise represent both genders and in ensuring diversity and inclusion in their communication and dissemination activities.

Expected results

The high ideal of a 50% ratio can solidify the awareness of the current gap and lead to new ideas on how to resource activities that would achieve a positive turn from the current gender gap and see the ratio improving.

4.5. Materials and information bank

Several materials are available that present gender equality data in different contexts, disclose initiatives, and provide tools to foster equality and gender balance in the fields of technology and engineering science. The project Circular Fuels will include such material in the common space used for project communication. This collection will result from the collaboration of all partners and will be uploaded in Teams by the coordinator, or the website by the dissemination partner REVOLVE.

Expected results

To have a document library focusing on different documents associated with the activities of platforms, networks and dedicated actors and authorities active in the management, regulation, or in research in equality, diversity, and inclusion.

4.6. Accessibility

Circular Fuels communication and dissemination partner REVOLVE aims to ensure equality in the digitalised information provided on the website. The project website also aims to be technically accessible and understandable, as well as easy to use for different types of users.

If possible, within the scope of the project, the partner responsible for communications could conduct a self-assessment when the site is complete. This can incentivise exploring different possibilities of how to assess results with accessibility standards in mind.

Expected results

Improved awareness of accessibility.

5. Summary

To address the gaps identified and increase knowledge on the current status of the Circular Fuels consortium this document provides an overview of the current status of affairs relating to equality, diversity and inclusiveness. This document also establishes that preparing an Equality Plan needs to go beyond gender equality. The Equality plan will include activities facilitated with the help of EDI experts from partners who have equality task force groups in their organisations:

- *activities to raise awareness on gender equality in engineering,*
- *dissemination of material on the project website*
- *dissemination events*
- *training sessions at Circular Fuels plenaries.*

REVOLVE in collaboration with AALTO will coordinate the preparation of material and facilitate raising awareness activities:

- *considering the gender equality aspect when planning workshops and events,*
- *adding gender/inclusion/diversity expert presentations, or lectures, to the program of an event yearly*
- *sharing interviews with the female members of staff in the project*
- *inserting a mention in the Circular Fuels website on 'gender aspects of engineering'*
- *Including EDI aspects in some of the dissemination KPIs (e-g-, in interviews)*

6. References

EIGE,
Gender Equality in Academia and Research. GEAR tool step-by-step guide. Publications Office of the European Union, Luxembourg, 2022.

Pogosyan, Marianna
The What, How and Why of Cultural Intelligence. Psychology Today, June 28, 2022. Retrieved on May 20, 2024.

7. Annexes

Annex 1 – Partners’ benchmarking (March 2024)

Circular Fuels consortium survey on equality practices

Partner: _____

Please return your answers by March 26

- 1) *The partner’s field of research, engineering, or business and number of staff (Pls. also indicate whether your organisation is a public or private institution)*

- 2) *Size and profile of the department participating in Circular Fuels (Pls. also indicate the number of staff involved in Circular Fuels)*

- 3) *Does your organisation have a Gender Equality Plan (GEP)?*
 - a. *No*

 - b. *It is currently being discussed / drafted.*

 - c. *Yes, a GEP is in place.*
 - i. *How has it been communicated to you/your department?*

 - ii. *When was the current plan launched / revised?*

 - iii. *Who was involved (e.g. HR, strategic leadership) in drafting it?*

 - iv. *Is it followed up by an implementation plan? Is it tied to the key activities?*

- 4) *Does your organisation have an Inclusion and Diversity Plan?*
 - a) *No*

 - b) *It is currently being discussed / drafted.*

 - c) *Yes, an Inclusion and Diversity Plan is in place.*
 - i. *How has it been communicated to you/your department?*

 - ii. *When was the current plan launched / revised?*

 - iii. *Who was involved (e.g. HR, strategic leadership) in drafting it?*

 - iv. *Is it followed up by an implementation plan? Is it tied to the key activities?*

- 5) *To your knowledge, how are the values of equality and inclusion practiced by the decision-making processes and bodies in your organisation? E.g. recruitment, career development*

- 6) *How do you think the equality and inclusion aspect could be presented / furthered in your organisation? E.g. how to raise awareness*

- 7) *What do you think a ‘code of conduct’ should include to link aspects of equality to your organisational profile and overall mission statement? Or to any other relevant context*

Please attach as reference the Gender Equality or Inclusion Plan if available in your organisation. THANK YOU!

Annex 2 – Aalto EDI Plan

Link to the University level [Aalto-level EDI plan](#)

Link to the School of Engineering own Equality Diversity and Inclusion plan [the school's action plan](#)

D1.5 Equality plan (Aalto, All)

Awareness and dissemination of gender equality, diversity, and inclusion values.

How, through the project, these values could have structural and operational ties and be considered in the code of conduct of organisational profiles in engineering institutions as well as in the implementation of EU-funded engineering projects.

Partner: _____ Aalto University _____

Please return your answers by **March 26**

1. The partner's field of research, engineering, or business, and number of staff

Pls. also indicate whether your organisation is a public or private institution.

Education, Research, in the fields of Art & Design, business & economics, science & technology

Private foundation receiving government funding,

4800, 43% fem.

20000, 36% fem.

2. Size and profile of the department participating in Circular Fuels

Pls. in addition, indicate nr. of male/female staff and education involved in Circular Fuels

Energy Engineering and Environmental Protection research Unit

Energy Conversion and Systems research group

Circular Fuels: 6 researchers, 1 administrator (6 male, 1 female)

3. Does your organisation have a Gender Equality Plan (GEP)?

a. ~~No~~

b. ~~It is currently being discussed / drafted.~~

c. Yes, a GEP is in place.

i. How has it been communicated to you/your department?

both the university level plan and the school level plan are communicated to the departments when they are launched. School's management team approves the school-level plan. The plan is available in the School's management hub, and the Aalto-level plan is available to all staff and faculty in the EDI hub

ii. When was the current plan launched / revised?

the current Aalto-level plan is for the years 2022-2024, the school-level action plan is for 2023-2024

iii. Who was involved (e.g., HR, strategic leadership) in drafting it?



Aalto-level plan is drafted together with the leadership, HR, Learning Services and representation from the six Aalto schools. The school-level action plan is drafted at the school's EDI committee and approved at the School's Management Team

- iv. Is it followed up by an implementation plan and tied to research activities?

It is tied to an implementation plan, which the schools, the leadership and the service functions have for developing their operations.

4. Does your organisation have an Inclusion and Diversity Plan?

- a. ~~No~~
- b. ~~It is currently being discussed / drafted.~~
- c. Yes, an Inclusion and Diversity Plan is in place. *i-iv the reply given above applies here as well.*
 - i. How has it been communicated to you/your department?
 - ii. When was the current plan launched / revised?
 - iii. Who was involved (e.g., HR, strategic leadership) in drafting it?
 - iv. Is it followed up by an implementation plan and tied to research activities?

5. To your knowledge, how are the values of equality and inclusion practiced by the decision-making processes and bodies in your organisation? E.g., recruitment, career development

Even though we have a lot going on in terms of equality and inclusion when it comes to recruitment or career development, the Aalto EDI plan doesn't necessary describe all aspects of what has been done already. The emphasis is on current development actions. The same applies to the school's action plan.

6. How do you think the equality and inclusion aspect could be presented / fostered in your organisation? E.g., how to raise awareness.

7. What do you think a 'code of conduct' should include to link aspects of equality to your organisational profile and overall mission statement? Or to any other relevant context

The emphasis in 6. And 7 are on the project team's views, not necessarily on what's been done at Aalto. From this aspect, the situation and development ideas could be described from the Circular Fuels team's perspective and how they may reflect the Aalto-level ECI plan and the action plan of the School of Engineering. The Aalto EDI officer is available to be a contact point for facilitating discussions at a project meeting.

Please attach as reference the Gender Equality or Inclusion Plan if available in your organisation.

THANK YOU!

Annex 3 – CNRS GEP

Link to the CNRS Gender Equality Plan 2024-2026 and the report on the social conditions of work 2022.



CNRS GEP 2024.pdf



CNRS_Rapport2022_WEB_SignetsTableaux.pdf (Command Line)

D1.5 Equality plan (benchmarking March 2024))

Awareness and dissemination of gender equality, diversity, and inclusion values.

How, through the project, these values could have structural and operational ties and be considered in the code of conduct of organisational profiles in engineering institutions.

Partner: _____ CNRS-PROMES _____

Please return your answers by **March 26**

1. The partner's field of research, engineering, or business, and number of staff

Pls. also indicate whether your organisation is a public or private institution.

CNRS is a public research institution, 32000 employees, CNRS PROMES focuses on solar concentrated energy.

2. Size and profile of the department participating in Circular Fuels

Pls. indicate nr. of male/female staff and education, and nr. of staff involved in Circular Fuels

150 employees at CNRS-PROMES, 20% of female, 3 persons involved in the project (males), 2 researchers, 1 engineer.

3. Does your organisation have a Gender Equality Plan (GEP)?

- a. No
- b. It is currently being discussed / drafted.
- c. Yes, a GEP is in place.

i. How has it been communicated to you/your department?

Available online <https://mpdf.cnrs.fr/wp-content/uploads/2024/02/CNRS-Gender-equality-plan-2024-26.pdf>
<https://mpdf.cnrs.fr/wp-content/uploads/2023/02/GEP-Eng-Maquette.pdf>

ii. When was the current plan launched / revised?

One is for 2021-2023, the second is for 2024-2026

iii. Who was involved (eg. HR, strategic leadership) in drafting it?

Director of human resources, parity-equality committee, representatives of regional delegations and laboratories

iv. Is it followed up by an implementation plan and tied to research activities? No formal implementation plan as far as I know.

4. Does your organisation have an Inclusion and Diversity Plan?

a. No

I am not aware about it, we have a social report that may address some aspects: https://carrieres.cnrs.fr/wp-content/uploads/2024/01/CNRS_Rapport2022_WEB_SignetsTableaux.pdf

b. It is currently being discussed / drafted.

c. Yes, an Inclusion and Diversity Plan is in place.

i. How has it been communicated to you/your department?

ii. When was the current plan launched / revised?

iii. Who was involved (eg. HR, strategic leadership) in drafting it?

iv. Is it followed up by an implementation plan and tied to research activities?

5. To your knowledge, how are the values of equality and inclusion practiced by the decision-making processes and bodies in your organisation? Eg. recruitment, career development

We have a specific committee about gender equality, inclusion and diversity plan in the lab. Also the recruitment process takes care of inclusive writing. There are also specific actions for women in science (ie : <https://women.solarpaces.org/>)

6. How do you think the equality and inclusion aspect could be presented / furthered in your organisation? Eg how to raise awareness

Efforts should be dedicated to student formation.

7. What do you think a 'code of conduct' should include to link aspects of equality to your organisational profile and overall mission statement? Or to any other relevant context

A guide is available in the lab (in French...). I just translated the summary:

Founding principles

1. Equal treatment and opportunities, openness to diversity

2. Personal dignity, respect for work and people

3. Protection against sexist behavior and sexual harassment

4. Inclusion, communication without gender stereotypes

Actions, aid and procedures

Examples of concrete situations

1. Inclusion

2. Intimacy, sexual harassment

3. International openness, apprehension of the language

Reminders of definitions and legal framework

Please attach as reference the Gender Equality or Inclusion Plan if available in your organisation. THANK YOU!

Annex 4 – VTT GEP

Links to the web page of the VTT Gender and Equality plan and to the Code of Conduct:

<https://www.vttresearch.com/en/gender-equality-plan-vtt>

<https://www.vttresearch.com/sites/default/files/2020-01/Code-of-Conduct-ENG.pdf>

D1.5 Equality plan (Aalto, All)

Awareness and dissemination of gender equality, diversity, and inclusion values.

How, through the project, these values could have structural and operational ties and be considered in the code of conduct of organisational profiles in engineering institutions.

Partner: _____ VTT (answers in yellow)

Please return your answers by **March 26**

1. The partner's field of research, engineering, or business, and number of staff

Pls. also indicate whether your organisation is a public or private institution.

2. Size and profile of the department participating in Circular Fuels

Pls. indicate nr. of male/female staff and education, and nr. of staff involved in Circular Fuels

Two departments : "Liquefaction & Upgrading" and "Chemical & Polymer synthesis" are involved in implementation of the project. 16 employees out of 42 involved are female. In total, 10 persons are involved in the implementation of Circular Fuels.

3. Does your organisation have a Gender Equality Plan (GEP)?

a. No

b. It is currently being discussed / drafted.

c. Yes, a GEP is in place.

i. How has it been communicated to you/your department? Part of employee onboarding.

ii. When was the current plan launched / revised? 2016

iii. Who was involved (eg. HR, strategic leadership) in drafting it? HR, Leadership, employee representatives

iv. Is it followed up by an implementation plan and tied to research activities? Yes

4. Does your organisation have an Inclusion and Diversity Plan?

a. No

b. It is currently being discussed / drafted.

c. Yes, an Inclusion and Diversity Plan is in place. Yes

i. How has it been communicated to you/your department?

ii. When was the current plan launched / revised? 2022

iii. Who was involved (eg. HR, strategic leadership) in drafting it? HR

iv. Is it followed up by an implementation plan and tied to research activities? Yes

5. To your knowledge, how are the values of equality and inclusion practiced by the decision-making processes and bodies in your organisation? Eg. recruitment, career development



Recruitment, career progression, periodic reporting on VTT level.

6. How do you think the equality and inclusion aspect could be presented / furthered in your organisation? Eg how to raise awareness
7. What do you think a 'code of conduct' should include to link aspects of equality to your organisational profile and overall mission statement? Or to any other relevant context

Please attach as reference the Gender Equality or Inclusion Plan if available in your organisation.

VTT plan appears to be an internal only document

Below: Management Commitment Letter



1 (1)

Management commitment letter: annex to the VTT Gender Equality Plan

VTT ELT has strongly committed to promoting equality, diversity, inclusion and accessibility.

Gender Equality plays a key role in VTT's strategy and mission. The VTT Executive Leadership Team strongly supports, and specifically links these actions to, [the priority of the European Union regarding gender equality](#), committed to promoting gender equality in research and innovation.

The implementation of the gender equality plan (GEP), outlined here, is interlinked with the wider context related to our Diversity, Equality and Inclusion (DEI) framework within the Corporate Responsibility entity.

VTT has a long-standing commitment to enhance gender equality and has collected, analysed, reported and published data actively as a part of its annual reporting for years. Based on this we have done a thorough analysis to point out the places of improvement and topics for training and competence building in the wider context at VTT. The VTT GEP plan consists of specific actions, including existing and future planned actions, which are subject to continuous monitoring, development and updates. These actions are clustered across seven different areas of intervention with their own measures and targets.

- **Commitment of dedicated resources** and gender expertise to implement the GEP, including dedicated HR resources, tool development, dedicated task forces, internal development projects and experts on responsible research.
- **Regular data collection** for monitoring and support for decision making for future actions. Sex/gender disaggregated data on personnel is published as part of the VTT annual reporting.
- Measures for **work-life balance and organisational culture**, including planned actions on Gender-sensitive communication; Childcare provisions and flexible working arrangements; and Maternity/paternity/parental leave provisions.
- **Gender balance in leadership and decision making** is supported and monitored with the executive leadership team, including 67% of women and 33% men as members.
- **Gender equality in recruitment and career progression**.
- **Integration of the gender dimension into research and training content**, including internal experts for project preparation and implementation, as well as a dedicated online training module available for all employees.
- **Measures against gender-based violence**, including sexual harassment, which include specific processes, responsible resources and a whistleblowing tool.

With this document, VTT endorses the presented Gender Equality Plan and states that the organisation has dedicated resources to further implement and monitor the measures listed here.

Antti Vasara

beyond the obvious

Annex 5 – TU Wien GEP



TUW-Career Advancement for Women.pdf



TUW-Equal opportunity plan 2017.pdf



Proof of Compliance with HE GEP Requirements.pdf

D1.5 Equality plan (Aalto, All)

Awareness and dissemination of gender equality, diversity, and inclusion values.

How, through the project, these values could have structural and operational ties and be considered in the code of conduct of organisational profiles in engineering institutions.

Partner: Technische Universität Wien (TUW) / Vienna University of Technology

Please return your answers by **March 26**

1. The partner's field of research, engineering, or business, and number of staff

Pls. also indicate whether your organisation is a public or private institution.

TU Wien: is Austria's largest scientific-technical research and educational institution with more than 28.000 students and approximately 5.700 employees and it is also one of the largest RTD performers in Austria. At TU Wien, research, teaching and learning is conducted in five main research areas at eight faculties under the motto 'Technology for people'. The content of the studies offered in 55 degree programmes is derived from the excellent research. As a driver of innovation, TU Wien strengthens the business location, facilitates cooperation and contributes to the prosperity of society. TU Wien is very successful in conducting research projects funded from industry and commerce and/or the public sector, with a strong exposure to the Horizon Europe research programme.

Coverage: technical research disciplines including ICT, civil engineering, mechanical engineering, chemical engineering, electrical engineering, mathematics, physics, geosciences or architecture and urban planning

Number of staff: app. 5.700

Organisation: TUW is a public university

2. Size and profile of the department participating in Circular Fuels

Pls. indicate nr. of male/female staff and education, and nr. of staff involved in Circular Fuels

Department participating in CF: Institute of Chemical, Environmental and Bioscience Engineering (ICEBE)

The ICEBE at TU Wien performs research for the development, design and optimization of innovative processes and their industrial application in typical areas of mechanical, thermal, chemical and biochemical process engineering, energy technology, biochemistry and biotechnology. In addition to national and international research projects, the institute provides services in the form of directly commissioned industrial projects.

No of male staff: 232

No of female staff: 137

Education status: BSc, MSc, Ph.D., Post Doc.

HORIZON Project Circular Fuels

No of staff involved in: 3

3. Does your organisation have a Gender Equality Plan (GEP)?

a. ~~No~~

b. ~~It is currently being discussed / drafted.~~

c. Yes, a GEP is in place.

i. How has it been communicated to you/your department?

The TUW "Career Advancement Plan for Women at TU Wien" is a public document of TUW, published [here](#). It is supplemented by the "Equal Opportunities Plan", also published at TUW Website [here](#). Both documents together fulfil the EU requirements for a GEP. This has been elaborated in a separate [document](#).

ii. When was the current plan launched / revised?

The [Career Advancement Plan for Women at TU Wien](#) was launched in 2004 and was last revised in 2017. The [Equal Opportunities Plan](#) was launched in 2017. The ["Proof of Compliance with Horizon Europe's Gender Equality Plan Requirements"](#) was published in 2022.

iii. Who was involved (eg. HR, strategic leadership) in drafting it?

All documents were drawn up in cooperation between the Equal Opportunities Working Group, the Gender Competence Department, the Academic Senate and the Rectorate.

iv. Is it followed up by an implementation plan and tied to research activities?

The development of an implementation plan is a current project at TU Wien, as is the linking with research activities at TU Wien.

4. Does your organisation have an Inclusion and Diversity Plan?

a. ~~No~~

b. It is currently being discussed / drafted.

c. ~~Yes, an Inclusion and Diversity Plan is in place.~~

i. ~~How has it been communicated to you/your department?~~

ii. ~~When was the current plan launched / revised?~~

iii. ~~Who was involved (eg. HR, strategic leadership) in drafting it?~~

iv. ~~Is it followed up by an implementation plan and tied to research activities?~~

5. To your knowledge, how are the values of equality and inclusion practiced by the decision-making processes and bodies in your organisation? Eg. recruitment, career development

TUW has implemented a whole range of measures to achieve equal opportunities. There are specifically dedicated resources for activities, namely a department for gender competence and the Working Group for Equal Opportunities (AKG). The AKG accompanies all recruitment procedures, and there is additional anti-bias training for the respective appointment committee for professorships. Annual gender monitoring helps us to monitor progress. TUW is currently working in particular on the implementation of a [policy on gender-based violence and sexual harassment](#). A further overview of the numerous measures at TUW can be found [here](#).

6. How do you think the equality and inclusion aspect could be presented / furthered in your organisation? Eg how to raise awareness

Promoting equality and inclusion within an organization fosters a positive and productive work environment. There is no single strategy or simple checklist to work through to successfully build a truly inclusive workplace. However, the following actions can help to promote equality, diversity and inclusion in every workplace.

- Encourage ongoing and open discussions about diversity, equity, and inclusion across various communication platforms such as newsletters, intranet platforms, and town hall meetings. Provide opportunities for employees to contribute their perspectives and suggestions for improvement.
- Develop and introduce training initiatives to enhance diversity, equity, and inclusion for all staff members.
- Establish measurable targets and standards for diversity, equity, and inclusion, and hold leaders and teams accountable for their advancement. Continuously monitor and report on diversity metrics to assess the impact of implemented strategies.
- Form partnerships and engage with external organizations and community groups specializing in diversity and inclusion. Collaborate to exchange insights, adopt best practices, and engage in collective initiatives to promote diversity and inclusion.

7. What do you think a 'code of conduct' should include to link aspects of equality to your organisational profile and overall mission statement? Or to any other relevant context

To effectively link equality aspects to the TUV's organizational profile and overall mission statement, a comprehensive code of ethics should include the following elements:

- To clearly express TUV's commitment to equality and inclusion as core values in line with its mission statement.
- To affirm TUV's commitment to providing equal employment opportunities for all employees, including recruitment, hiring, promotion, training, and compensation.
- To declare a strict zero tolerance policy against discrimination based on race, ethnicity, gender, sexual orientation, religion, disability, or any other protected characteristic.
- Ensure that the workplace is accessible to people with disabilities and provide reasonable accommodations to support their full participation in work-related activities.
- *Mandate regular diversity, equality and inclusion training sessions to raise awareness, promote empathy and tackle bias among staff/students.*
- To foster an inclusive workplace culture that celebrates and values diverse perspectives. Encourage collaboration, teamwork, and mutual respect among employees from different backgrounds. Promote alliance and bystander intervention to support colleagues who are being discriminated against or harassed.
- *Establish clear procedures for investigating and resolving complaints of misconduct, involving HR personnel.*
- *Commit to regularly reviewing and updating the code of conduct to reflect evolving legal requirements, best practices, and organizational priorities related to equality and inclusion. Encourage feedback from employees/students to ensure ongoing relevance and effectiveness.*

Please attach as reference the Gender Equality or Inclusion Plan if available in your organisation. THANK YOU!

Annex 6 – ULund GEP



GEP_Lund_Equal-Op-
portunities-Plan-for-Lur

Circular Fuels consortium survey on equality practices

Partner: Lund University

- 1) *Field of research, engineering, or business and number of staff (Pls. also indicate whether your organisation is a public or private institution) The involvement in Circular Fuels is at Faculty of Engineering. Lund University is a public institution*
- 2) *Size and profile of the department participating in Circular Fuels (Pls. also indicate the number of staff involved in Circular Fuels) Until now 6 male researchers are involved in Circular Fuels, from 3 different departments at Faculty of Engineering*
- 3) *Does your organisation have a Gender Equality Plan (GEP)? Yes, see attached files and links*
- 4) *Does your organisation have an Inclusion and Diversity Plan? Yes, included in same plan as 3)*
- 5) *To your knowledge, how are the values of equality and inclusion practiced by the decision-making processes and bodies in your organisation? E.g. recruitment, career development Yes, included in requirement of all senior staff*
- 6) *How do you think the equality and inclusion aspect could be presented / furthered in your organisation? E.g. how to raise awareness NA*
- 7) *What do you think a 'code of conduct' should include to link aspects of equality to your organisational profile and overall mission statement? Or to any other relevant context NA*

Annex 7 – ORLEN GEP



Human Rights Protection Policy

D1.5 Equality plan (Aalto, All)

Awareness and dissemination of gender equality, diversity, and inclusion values.

How, through the project, these values could have structural and operational ties and be considered in the code of conduct of organisational profiles in engineering institutions.

Partner: _____ORLEN SA_____

Please return your answers by **April 22**

1. The partner's field of research, engineering, or business, and number of staff

ORLEN S.A. is a commercial company, is an integrated multi-energy company with operations mainly in Central Europe. Its business activities include both oil and gas production and the processing and sale of petroleum products, as well as power generation and distribution. ORLEN operates on the markets for biofuels, gas (exploration and production, logistics and distribution, and wholesale and retail sales of natural gas), electricity and heat, petrochemicals, fertiliser production, exploration, production and processing of crude oil, and retail sales.

2. Size and profile of the department participating in Circular Fuels

Innovative Petrochemical and Petroleum Refining Products Research and Development Office

Pls. indicate nr. of male/female staff and education, and no. of staff involved in Circular Fuels

The Office of Research and Development of Petrochemistry and Refinery of the Future currently employs 60 people, of which 24 are women and 36 are men. 93% of employees in this Office have higher education.

Female as ORLEN project manager in CF project and 2 other women in the conceptual-laboratory team and 3 men in this team. All persons have higher education, of which 1 woman and 3 men hold doctoral degrees.

3. Does your organisation have a Gender Equality Plan (GEP)?

No, but in ORLEN S.A. exist The Human Rights Policy.

It speaks in general terms about equality in employment, but does not set out a plan - in the sense of the term implemented by the EU.

i. How has it been communicated to you/your department?

The Policy on the Protection of Human Rights in the ORLEN Capital Group: 1) Communication on intranet site, 2) Email from top management with attachment - human rights policy, 3) Mandatory training required, 4) corporate standard - implementation throughout the entire capital group.

ii. When was the current plan launched?

The Policy on the Protection of Human Rights in the ORLEN Capital Group was launched in November 2022.

iii. Who was involved (eg. HR, strategic leadership) in drafting it?



Several key areas were involved in the development of the Policy, for which the development of the document is important, e.g. HR, Strategy, Purchasing, Compliance, Cooperation with the local community.

- iv. Is it followed up by an implementation plan and tied to research activities?

Yes we have implementation of the actions described in the Policy on the Protection of Human Rights in the ORLEN Capital Group. In the Innovative Petrochemical and Petroleum Refining Products Research and Development Office we link these activities to research activities - where possible.

4. Does your organisation have an Inclusion and Diversity Plan?

Yes, an Inclusion and Diversity Plan is in place.

- i. How has it been communicated to you/your department?

The Diversity Policy of ORLEN: 1) Communication on intranet site, 2) Email from top management with attachment - human rights policy, 3) Mandatory training required, 4) corporate standard - implementation throughout the entire capital group.

- ii. When was the current plan launched?

The Diversity Policy of ORLEN was launched in August 2021.

- iii. Who was involved (eg. HR, strategic leadership) in drafting it?

Several key areas were involved in the development of the Policy, for which the development of the document is important, e.g. HR, Strategy, Purchasing, Compliance, Cooperation with the local community.

- iv. Is it followed up by an implementation plan and tied to research activities?

Yes we have implementation of the actions described in the Diversity Policy of ORLEN. In the Innovative Petrochemical and Petroleum Refining Products Research and Development Office we link these activities to research activities - where possible.

5. To your knowledge, how are the values of equality and inclusion practiced by the decision-making processes and bodies in your organisation? Eg. recruitment, career development

The values of equality and inclusion are practiced in the ORLEN's day-to-day activities, for instance, through constant employee development and training in this area. That is, in career development. In addition, the HR Department pays attention to the values of equality and inclusion in recruitment processes.

6. How do you think the equality and inclusion aspect could be presented / furthered in your organisation? Eg how to raise awareness


ORLEN is really doing a lot to develop employees' knowledge of these aspects, there are obligatory trainings and additional trainings for those who are willing, or trainings outside the Office.

7. What do you think a 'code of conduct' should include to link aspects of equality to your organisational profile and overall mission statement? Or to any other relevant context

ORLEN is already linking this wherever possible.

Please attach as reference the Gender Equality or Inclusion Plan if available in your organisation. THANK YOU!

Annex 8 - RANIDO GEP



Equality Plan of RANIDO, s.r.o.

With this document the management of RANIDO states that the principle of equal opportunities applies to all positions in the company through the implementation of gender equality, the recruitment process, nominations to professional bodies, the evaluation system and remuneration.

RANIDO fully respects the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers in all areas of its activity including research freedom, ethical principles, professional responsibility and attitude, accountability, good practice in research, dissemination, public engagement, non-discrimination, gender balance, co-authorship, working conditions, stability of employment, career development, mobility, evaluation and recruitment.

Consequently, RANIDO continues to support the development of measures that enhance gender equality and social equity within scientific community.

We have developed the indicated measures to address gender equality at RANIDO: training opportunities, raising awareness on gender equality and policy measures to ensure equal opportunities in recruitment and career progression.

Dedicated Resources
RANIDO has committed human resources and gender expertise to implement this Gender Equality Plan.

Data collection and monitoring
RANIDO analyses gender disaggregated data on personnel, evaluates the data and benchmarks the results with international standards.

Work-life balance and organizational culture
RANIDO is aware that organizational culture and work-life balance are key components for establishing an environment where both men and women can enjoy their activities and have equal opportunities in building a fulfilling career.


Gender balance in leadership and decision-making
RANIDO strives to be a gender-balanced place, where its members have equal access to and a balanced participation in leadership and other decision-making roles.


Gender equality in recruitment and career progression
We find important that our scientific environment is free of gender bias. Our recruitment processes have a solid structure, they are transparent, the promotional processes are set up in a form that motivate and increase the number of successful female applications.
We ensure that women's talents and achievements are recognized and that they are supported to access challenging work and development opportunities.

Integration of the gender dimension into research
RANIDO strives to be a socially responsible company that successfully integrates and proliferates gender conscious research and education.

Company culture against gender-based violence including sexual harassment.
At RANIDO we strive to cultivate a community that operates fundamentally on the grounds of mutual respect between all its members. Consequently, any kind of gender-based violence such as sexual harassment are not tolerated within the company.

The principles stated above are embedded in various internal rules and regulations of the company.


 Pavel Kukula
 Managing Director

 **Ranido**

Annex 9 – BOSMAL GEP

<https://www.bosmal.com.pl/userfiles/plik/1702557125.pdf>

D1.5 Equality plan (Aalto, AII)

Awareness and dissemination of gender equality, diversity, and inclusion values.

How, through the project, these values could have structural and operational ties and be considered in the code of conduct of organisational profiles in engineering institutions.

Partner: BOSMAL Automotive Research & development Institute Ltd.

Please return your answers by **March 26**

1. The partner's field of research, engineering, or business, and number of staff

Pls. also indicate whether your organisation is a public or private institution.

BOSMAL is a private entity working within a scope of: materials testing, heat exchangers testing, electric and electronic devices testing, assembly testing, engine testing, vehicle testing and metrology. Main activities covers such examples as: material identification, failure analysis, petroleum products testing, material emission testing, metallographic studies, tensile and durability testing, scratch and mar testing, studies of resistance to external factors (temperature, humidity, light, corrosive environments, chemical resistance), vibration testing, exhaust emission testing, materials emission testing, technical cleanliness, flammability of materials and components, leak tightness, catalysts systems performance, battery and assemblies testing, brake pads and systems studies, powertrain systems testing, vehicle durability and performance testing, heat exchangers functional and durability studies and others. Number of staff is varying between 360 and 400 persons, depending on clients demands.

2. Size and profile of the department participating in Circular Fuels

Pls. indicate nr. of male/female staff and education, and nr. of staff involved in Circular Fuels

BOSMAL's Materials Testing Department is involved in Circular Fuels Project with total 41 staff members. 15 males (2 PhDs, 10 with master degree, 3 after secondary school) and 26 females (4 PhDs, 18 with master degree, 4 with bachelor degree). There are/will be 7 people directly involved in Circular Fuels project

3. Does your organisation have a Gender Equality Plan (GEP)?

- a. No
- b. It is currently being discussed / drafted.
- c. Yes, a GEP is in place.
 - i. How has it been communicated to you/your department?
 - ii. When was the current plan launched / revised?
 - iii. Who was involved (eg. HR, strategic leadership) in drafting it?
 - iv. Is it followed up by an implementation plan and tied to research activities?

4. Does your organisation have an Inclusion and Diversity Plan?

- a. No
- b. It is currently being discussed / drafted.
- c. Yes, an Inclusion and Diversity Plan is in place.
 - i. How has it been communicated to you/your department?
 - ii. When was the current plan launched / revised?
 - iii. Who was involved (eg. HR, strategic leadership) in drafting it?

iv. Is it followed up by an implementation plan and tied to research activities?

5. To your knowledge, how are the values of equality and inclusion practiced by the decision-making processes and bodies in your organisation? Eg. recruitment, career development

BOSMAL has implemented Code of Ethics which contains also our declaration:

As an organization, we state that we are in line with the Gender Equality Strategy 2020-2025. Therefore, based on the implemented Anti-Mobbing Policy, we ensure the full safety of our employees, also in terms of protecting employees against mobbing. We provide all our employees, regardless of gender, with equal access to the necessary tools in the workplace, such as participation in training, conferences, and funding for further education.

We counteract any gender pay inequality. We pay our employees based on their education, experience and, above all, their qualifications, without manifesting any form of discrimination that could contribute to gender pay gaps.

In the recruitment process, we rely on substantive requirements dedicated to vacancies. We appoint both women and men to the research projects created by the teams, and the only criterion we use is the knowledge and experience they have. The provisions contained in the national legislation respected by the Company, which is - the Labor Code Act, guarantee a comparable distribution of care responsibilities of our employees at home towards minor children, including child care and also in the form of parental leave, regardless of gender.

Acting in the spirit of ethical and social responsibility, we unequivocally condemn all forms of modern slavery understood as forced labour, human trafficking, and other forms of human exploitation. We commit to complying with all applicable national laws and international standards regarding the fight against modern slavery. We act in accordance with human rights principles and support global efforts to eliminate employee mistreatment. In our commitment to full transparency, we commit to actively monitoring and auditing our supply chain to identify, prevent and eliminate all cases of modern slavery.

Personal competences are always the most important factor in our activities and it doesn't matter who has these. Our company tries to take advantage of these competences without taking into account the gender or age. Company does not indicate the preferred gender and doesn't exclude anyone from the recruitment processes.

6. How do you think the equality and inclusion aspect could be presented / furthered in your organisation? Eg how to raise awareness

There is no need for improvement in this area as there are people of different genders and ages in every BOSMAL department. On a daily basis, we notice the positive aspects of various points of view on the same aspects of our activities and trying to leverage these features. The only thing that could be included is to encourage our employees to gain competencies in areas outside of their main educational path as well.

7. What do you think a 'code of conduct' should include to link aspects of equality to your organisational profile and overall mission statement? Or to any other relevant context

The clear indication of our commitment to the competencies first approach could be a clear sign also for our future employees that BOSMAL is open and willing to work with any person who shares our common values i.e. independence in our work, focus on quality and timeliness and strives for continuous improvement.

Please attach as reference the Gender Equality or Inclusion Plan if available in your organisation. THANK YOU!

Annex 10 – REVOLVE GEP



REVOLVE GEP.pdf

Data summary not available