



Gender Equality Plan 2025-2026 of the Institute of Computer Science of the CAS, v. v. i.

1. INTRODUCTION

The Institute of Computer Science of the CAS, v. v. i. (hereinafter referred to as "**the Institute**" or "**the ICS**") upholds the values of equality, diversity and inclusion as key principles of a modern scientific organisation. In line with the European Union's gender equality objectives, as defined in the Strategy for Gender Equality 2020-2025, and the objectives of national policy (in particular, *the Government's Gender Equality Strategy 2021-2030 and the Ministry of Education's Gender Equality Support Plan 2021-2024*), the ICS is dedicated to promoting gender equality across all its activities.

This commitment also aligns with our internal Principles of Gender Policy at the ICS of the CAS, v. v. i., which set out the basic principles and measures to promote equality. The Gender Equality Plan 2025-2026 of the ICS of the CAS (hereinafter referred to as "**the Plan**") is a specific tool to fulfil these values and to promote equal opportunities in research, career development and the working environment. Within the framework of the Plan, we will systematically implement measures and set clear steps that take into account the needs of our male and female employees.

Promoting gender equality is seen as a core value of a modern scientific institution. The adoption of this Plan is based on our determination to contribute to a fair working environment that promotes diversity and enables everyone to fulfil their potential. The Plan also reflects European commitments, in particular the European Union's Strategy for Gender Equality 2020-2025, which emphasises the importance of equal representation, promoting diversity and integrating the gender dimension into scientific research. At the same time, we are responding to Czech national policy priorities, in particular the Gender Equality Strategy 2021-2030 and the Gender Equality Support Plan of the Ministry of Education and Science for the period 2021-2024. By adopting this Plan, we confirm that we want to be a full part of the European Research Area, which emphasises fair and transparent working conditions.

However, the implementation of the Plan is not limited to meeting external requirements. It is primarily aimed at promoting the improvement of the working environment within the Institute. Gender equality is not only a matter of fairness but also a factor that positively influences the quality of scientific work, teamwork and the organisation's long-term sustainability.

This Plan demonstrates our commitment to equal opportunities for all. It provides a clear framework of measures aimed at fair representation, career development, work-life balance and preventing adverse events. At the same time, we are undertaking to carry out a more in-depth analysis of the situation at the Institute and to prepare more specific actions for the coming years, which will be set out in a follow-up Gender Equality Plan. With this document, the Institute expresses its responsible and sustainable approach to gender issues.

2. BACKGROUND

The creation of the Plan was preceded by an initial survey to map the current situation of gender equality at the ICS. This included:

- **An analysis** of internal documents and processes in terms of embedding gender equality principles.
- **A questionnaire survey** of employees to find out about experiences, opinions and suggestions related to gender equality, as well as perceptions of the current situation in the workplace.

These provided valuable data that served as the basis for the prioritisation and actions of the Gender Equality Plan. The results revealed not only the current situation but also areas that require further improvement.

3. EXISTING GENDER EQUALITY MEASURES IN THE ICS AND STATISTICAL DATA

The Institute has been working on the issue of gender equality for a long time. The measures we have taken so far at the Institute are as follows:

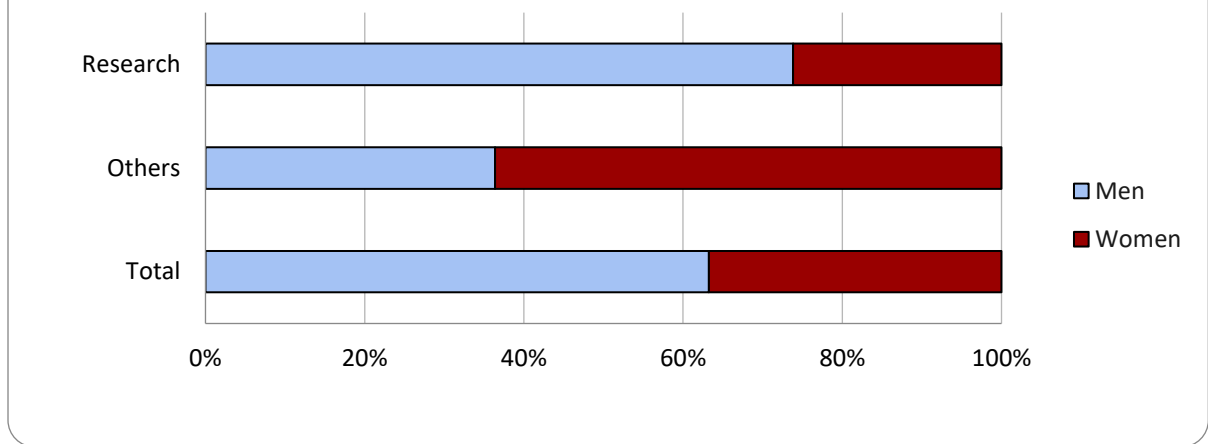
- implementation of the Principles of Gender Policy at the ICS of the CAS;
- supporting the gradual integration of women and men back into the workforce during or after maternity and parental leave:
 - offering a wide range of reduced working hours;
 - cooperation in the form of agreements outside of the employment relationship;
 - flexible working hours; and
 - the possibility of working remotely.

We regularly publish quantitative indicators of gender representation in R&D and other human resources-related statistics in the ICS Annual Reports. An analysis of the staffing structure was carried out in the preparation of the Plan, which yielded the following findings:

- **Number of women and men at the Institute**

Situation as of 31.12.2023	Men	Women	Total
Research	62	22	84
Others	12	21	33
Total	74	43	117

Ratio of women to men at ICS as of 31 December 2023



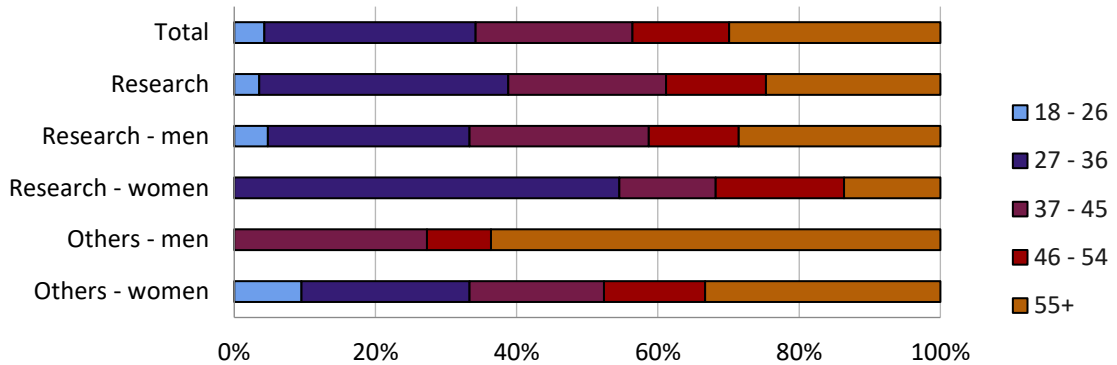
Of the 117 ICS employees, 37% are women, and 63% are men. The ratio, therefore, leans towards men. The imaginary scissors open up even more in the case of research, where 73 % of men and only 27 % of women work (the gender ratio is, therefore, 2:1). One of the GEP's objectives is to shift this ratio in favour of women, either by promoting women in research or by developing work-life balance tools.

In contrast, the situation is reversed for non-research positions, which include administrative staff, IT staff, librarians and others, where women are over-represented by 63 %.

- **Employees by age**

	18 - 26	27 - 36	37 - 45	46 - 54	55+
Total	5	35	26	16	35
Research	3	30	19	12	21
Research - men	3	18	16	8	18
Research - women	0	12	3	4	3
Others - men	0	0	3	1	7
Others - women	2	5	4	3	7

Age group breakdown at ICS as of 31 December 2023

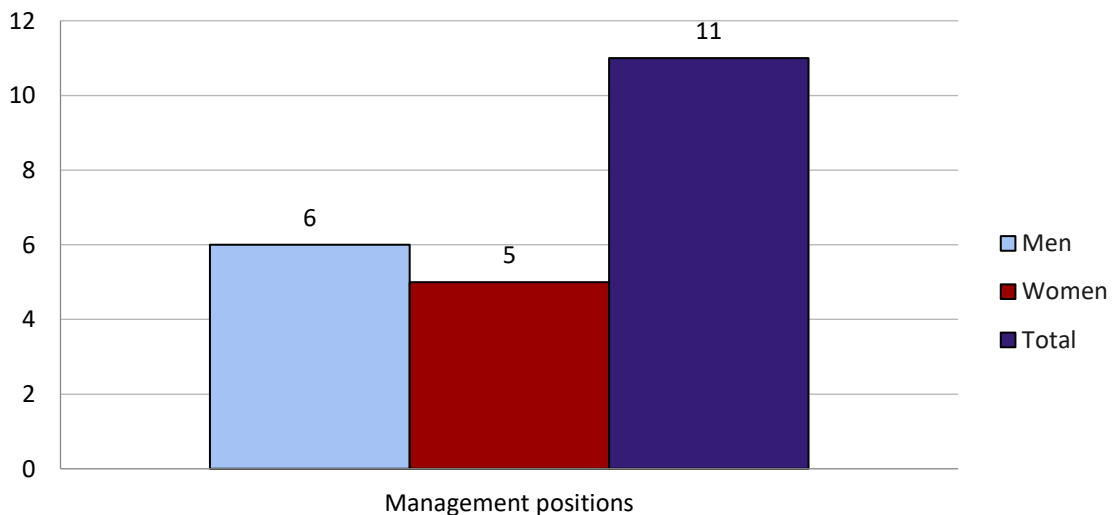


The chart shows the age distribution of the employees of the Institute of ICS as of 31 December 2023. The largest share of the total number of employees is in the 55+ category, dominated mainly by men in research and other positions. In contrast, the least represented category is the 18-26 age group, across all groups, which can be attributed to the nature of the Institute, where scientific positions often require either ongoing doctoral studies or completed doctoral education.

The 37-45 age category shows a fairly even representation across the groups, while the 27-36 age group is slightly less numerous but still more prominent than the youngest group. Women are less represented in research positions than men across all age categories. Other positions have a more balanced gender and age composition.

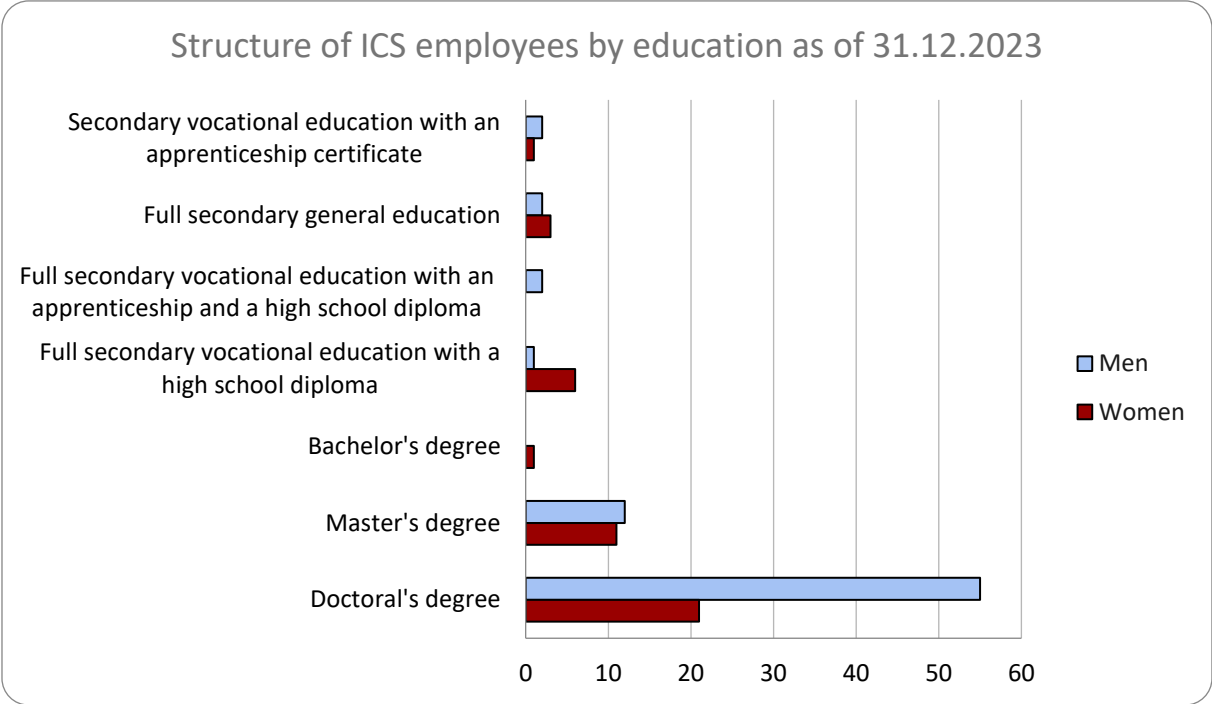
- **Management positions**

ICS management structure as of 31 December 2023



The structure of the Institute's management staff as of 31 December 2023 shows that of the 12 management positions, a slightly larger proportion are held by men (7 persons), while women make up a slightly smaller proportion (5 persons). This figure reflects a relatively balanced representation of men and women in leadership roles, representing a positive trend towards gender balance in the ICS.

- **Employees by education**



The structure of the Institute's employees by educational qualifications shows a significant predominance of employees with university and doctoral education, which reflects the nature of the Institute as a research organisation.

The largest group comprises employees with a doctoral degree, among whom men predominate, while women are represented to a lesser extent in this category. The group of employees with a university degree also shows a slight predominance of men over women. Other levels of education (secondary school leaving certificate, vocational secondary school or apprenticeship certificate) are sporadically in the Institute.

4. QUESTIONNAIRE SURVEY

The main objective of this survey was to determine the perception of equal opportunities in terms of gender, age and nationality. The responses indicated that the majority of respondents perceived the Institute's equality efforts positively, but areas for improvement were identified, particularly in supporting women's career development and balancing work and personal life.

As many as 85 people participated in the survey, but not all of them answered all the questions. In general, the survey shows that caring responsibilities are not an issue for most employed people (more than two-thirds, 67.7%, do not care for children under 18, and almost 90% do not care for an adult loved one). At the same time, the statements from the open-ended questions show that the conditions for balancing work and care are good in this workplace due to informal mechanisms based on relationships with supervisors. These conditions depend on specific situational constellations, which

means uncertain future prospects and, in general, the possibility of increased precarity for people in a living situation not covered by formal documents.

At the same time, according to the results of the survey, the ICS's atmosphere seems sufficiently favourable to take action in the areas that have emerged as problematic. Participation in the survey was very high, and the responses were sufficiently variable and eloquent. Over 90% of those employed expressed satisfaction with the working environment.

Key findings:

- **Caregiving responsibilities:** The majority of respondents (67.7%) do not care for children under 18, and almost 90% do not care for an adult loved one. Nevertheless, respondents appreciate the support for balancing work and care, especially through informal mechanisms and good relationships with supervisors. However, these conditions are not enshrined in formal documents, which can lead to uncertainty in the future.
- **Working environment:** Over 90% of respondents expressed satisfaction with the working environment. The atmosphere at the workplace was rated as conducive to resolving potential problem areas.
- **Part-time work:** The survey identified the need for a more in-depth analysis of the reasons for part-time work, especially when it is not a voluntary choice.
- **Sexual harassment:** Approximately 75% of respondents said they knew how to defend themselves against sexual harassment. However, the survey also noted cases of inappropriate behaviour and sexual harassment in the workplace, highlighting the need for further education and mechanisms to address these situations.

Overall, the survey indicated a high level of employee interest and willingness to participate in improving the working environment, with several areas for further deepening and improvement identified.

5. STRUCTURE OF THE MEASURES OF THE GENDER EQUALITY PLAN

Based on the analysis of internal documents and the results of the questionnaire survey, and taking into account the thematic areas set out in the General Annexes of Horizon Europe, the following steps and proposals for action have been identified:

1) Work-life balance and organisational culture

- Raising awareness of gender issues and gender bias and promoting the proper practices, which we will achieve primarily through:
 - **New position:** Creating a Gender equality officer to develop this agenda further.
 - **Formalisation:** Embedding gender equality and non-discrimination principles in internal guidelines, including the introduction of gender-sensitive language.
 - **Action plan:** Development of an action plan, its implementation and subsequent revision and updating.
 - **Regular statistics:** Creation of aggregated statistics based on gender-segregated data collection and annual reporting.
- **Support for carers:** For further analysis, we will organise the following:

- focus groups for carers
- interviews with people leaving/returning from parental or maternity leave.

2) Gender balance in leadership and decision-making

- **Monitoring:** Regular monitoring of gender representation in leadership positions and decision-making bodies.
- **Career development support:** Annual interviews between managers and employees to identify the potential and needs of employees.

3) Gender equality in recruitment and career progression

- **Remuneration transparency:** Analysis of remuneration in the workplace and follow-up actions resulting from the analysis.
- **OTM-R principles:** Implement and embed them into recruitment processes.

4) Measures against gender-based violence, including sexual harassment

- **Raising awareness:** Organising regular seminars on sexual harassment and a healthy working environment.
- **Reporting mechanisms:** Establishment of an ombudsperson as a point of contact for dealing with incidents of inappropriate behaviour. Establishment of a code of ethics and internal guidelines for dealing with harassment cases. Ad hoc establishment of designated persons at conferences and other events organized by ICS. These persons will deal with complaints or suggestions regarding inappropriate behaviour. Their contact information will be published in advance and made available to event attendees.

These measures aim to create an inclusive work environment that promotes equal opportunities, transparency and dignity for all employees. The specific implementation and scope of the measures is described in the Gender Equality Plan below.

6. TABLE OF THE GENDER EQUALITY PLAN 2025 - 2026

PLAN OF MEASURES AND ACTIONS						
Area	Goal	Measures / Actions (with description)	Target group	Timeframe	Indicators	Responsibility / Implementation
Work-life balance and organisational culture	Raising awareness of gender issues and gender bias and promoting the right practices	<ul style="list-style-type: none"> - Establishment of a Gender Equality Officer to develop the gender equality agenda. - Introduction of gender-sensitive language in guidelines and communications. - Gender audit by an external company. - Creation and implementation of an updated gender equality action plan. - Regular reporting of gender-specific statistics. 	All employees	2025-2026	<ul style="list-style-type: none"> - Establishment of a new position. - Number of updated guidelines. - Number of reports created and their frequency. 	ICS Management, Gender Equality Officer
	Support for carers	<ul style="list-style-type: none"> - Focus groups for carers - to identify their needs. - Return/leave interviews aimed at balancing work and personal responsibilities. 	Employees with caring responsibilities	2025–2026	<ul style="list-style-type: none"> - Number of groups and interviews conducted. - Number of proposals for change resulting from these activities. 	Gender Equality Officer

Gender balance in leadership and decision-making	Promoting gender balance	<ul style="list-style-type: none"> - Monitoring gender representation in leadership positions and decision-making bodies. - Annual interviews with managers to identify employee potential. 	Supervisors, employees	2025–2026	<ul style="list-style-type: none"> - Regularly published data on gender balance. - Number of interviews conducted. 	ICS Management, HR
Gender equality in recruitment and career progression	Remuneration transparency	<ul style="list-style-type: none"> - Analysis of workplace remuneration using a tool, e.g. Logib. - Implementing measures according to the analysis results to ensure equal pay. 	All employees	2025–2026	<ul style="list-style-type: none"> - Remuneration analysis. - Number of measures implemented based on the results of the analysis. 	HR, Gender Equality Officer
	Improvement of recruitment processes	<ul style="list-style-type: none"> - Implementation of OTM-R principles (openness, transparency, meritocracy) into recruitment processes. 	Job seekers, HR	2026	<ul style="list-style-type: none"> - Number of revised recruitment processes according to OTM-R. - Number of training sessions on OTM-R. 	HR
Measures against gender-based violence, including sexual harassment	Raising awareness	<ul style="list-style-type: none"> - Regular seminars on sexual harassment, bullying, mobbing and healthy work environment (once a year). 	All employees	2025–2026	<ul style="list-style-type: none"> - Number of seminars. - Employee participation in seminars. 	Gender Equality Officer
	Putting in place mechanisms for reporting inappropriate behaviour	<ul style="list-style-type: none"> - Establishment of an ombudsperson as a point of contact for complaints. - Ad hoc establishment of designated persons at conferences and other events organised by ICS. - Creation of guidelines for dealing with incidents of inappropriate behaviour, including sexual harassment. - Creation of a Code of Ethics. 	All employees	2025–2026	<ul style="list-style-type: none"> - Instituting the position of ombudsperson. - Number of cases processed and complaints resolved. - Number of guidelines and codes adopted. 	ICS Management, Gender Equality Officer

7. MONITORING AND EVALUATION

Systematic monitoring of the implementation of the Gender equality plan (gender mainstreaming) strengthens the organisation's accountability. It ensures that the initial process does not get lost in the day-to-day work. The implementation of the individual objectives will be continuously monitored and controlled by the persons responsible for the implementation of this Plan. The monitoring system provides evidence of what progress has been made in the process, in which direction efforts need to be more focused and strengthened, and in which areas need to be adjusted or new priorities set due to unexpected changes in conditions.

Key actions will be regularly updated and amended, and their implementation will be monitored and evaluated. The Gender Equality Plan is prepared for the period from 2025 to 2026. In the first half of 2026, the results of the implementation of the Plan will be assessed, a gender audit will be carried out, and an updated plan for the next period will be prepared.

In Prague

For the Institute,
doc. Ing. Petr Cintula, Ph.D., DSc., director