

Gender Equality Plan

PMOD/WRC strives to be a safe, diverse, and inclusive working environment for all staff, students and visitors. To overcome current gender gaps, the institute is concerned about equal treatment regarding:

- Employment
- assignment of tasks
- structuring of working conditions
- remuneration
- training and further education as well as
- promotion and dismissal.

Another part of our equal treatment movement is the **prohibition of discrimination through sexual harassment and bullying**.

Dedicated Resources

To maintain a safe, diverse and inclusive working environment we have allocated our resources as follows: Our Head of Human Resources was elected as Head of Diversity and Equality. Additionally, five representatives for a joint committee on diversity and equality were elected. The committee is obliged to foster the institute's core values, drive the movement, and implement the gender equality plan.

Tangible Actions in place

PMOD/WRC's commitment for gender equality constitutes the grounds for building an internal diverse environment that faces current social challenges. The following measures are already in place:

- **We ensure** the Swiss federal regulations regarding equality, discrimination, and sexual harassment:
 - Art. 8 Federal Constitution of the Swiss Confederation¹
 - Federal Act on Gender Equality (GEA)²
 - Federal Act on the Elimination of Discrimination against people with disabilities (DDA)³
- **We support** and disseminate the government's assistance for affected employees, this includes (among other): free arbitration⁴, online collection of federal court decisions⁵.
- **We ensure** recruiting without unconscious bias through recruiting committees.

¹ https://www.fedlex.admin.ch/eli/cc/1999/404/de#art_8.

² https://fedlex.data.admin.ch/eli/cc/1996/1498_1498_1498.

³ <https://fedlex.data.admin.ch/eli/cc/2003/667>.

⁴ <https://www.ebg.admin.ch/ebg/de/home/themen/recht/gleichstellungsgesetz/das-kostenlose-schlichtungsverfahren.html>

⁵ <https://www.ebg.admin.ch/ebg/de/home/themen/recht/gleichstellungsgesetz/das-recht-einfordern.html>.

- We are keen on working **towards equal payments**. We assessed possible gender pay gaps by using the wage equality analysis provided by the government⁶. The PMOD/WRC earned a score of 1.5. This implicates that no imbalance to the disadvantage of one gender exists.
- We **prevent** gender pay gaps by using federal salary scales.
- We implemented guidelines **for training and further education**, which enable every employee to complete training as well as further education. If further training is relevant to the employee's work, the PMOD/WRC covers some costs.
- We support a **balance between professional and personal life**:
 - We have flexible working, which includes working hours and location
 - All our employees are entitled to a minimum of 5 weeks of holiday⁷
 - Additional days of vacation are granted if public holidays fall on weekends
 - All members of staff are entitled to freely allocate their vacation throughout the year within the framework of the applicable law or employment regulations
 - We offer the possibility of unpaid leaves
- We **grant paternity and maternity** leaves and **support parents** with additional children's allowances.
- We are proud to announce that we **have long standing employments**. Additionally, many former employees return to the institute.
- We work towards **safeguarding and improving our female employees**. Per October 2022 30% of our total employees are women. On management level with decision making power, 33% are women. Separated into our departments the numbers are:
 - Technical department: 11% women
 - Science department: 29% women
 - Administration: 75% women
- Our **collaboration with the ETH ZH** ensures, that gender inequality is also addressed at teaching activity⁸.

Objectives and measures for the current plan

Following further objectives and measures will be implemented in the current planning period:

- Every member of staff shall be able to report unequal treatment or sexual harassment without having to fear any consequences. Additionally, every member of staff shall be able speak up and report unequal treatment or sexual harassment anonymously. For these reasons we'll implement a digital solution.
- There shall be a written collection of our rules, principles and values as well as our zero-tolerance for sexual harassment and bullying. This written document is primarily intended to

⁶ <https://www.ebg.admin.ch/ebg/de/home/dienstleistungen/logib-triage.html>.

⁷ Special cases: under the age of 20 and between the age 50-59 employees receive 6 weeks and over the age of 60 employees receive 7 weeks.

⁸ <https://ethz.ch/staffnet/en/employment-and-work/working-environment/diversity/strategy-and-numbers/gender-action-plan.html>.

guide affected people and shall be used as a way of clear communication of our core values within all members of staff.

- We'll implement training possibilities for all members of staff to reduce unconscious bias and raise awareness for current social challenges.
- We are keen to track how our efforts develop. Hence PMOD/WRC will monitor its performance on gender equality and analyse changes over years. The gathered information shall be published and made accessible to the public.

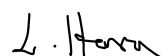
Data collection and monitoring

To analyse development, data will be collected and evaluated on an annual basis. The collection is centrally done by the HR department. Main indicators are:

Nr.	Data	period	result
1	Staff numbers by gender	Annually	published end of year
2a	Number of women, men and non-binary in academic decision-making position		
2b	Number of women, men and non-binary in administrative decision-making position		
3	Number of women, men and non-binary who left left PMOD/WRC in the last 5 years		
4	The share of women, men and non-binary among employed researchers		

Reporting and communication

All our efforts and engagement in favour of gender equality will be visible on the institution's website. The analysis will be updated annually and published in a separate document.



Davos Dorf, January 2023

Prof. Dr. Louise Harra
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