



GENDER EQUALITY PLAN

“At Innogate to Europe, we are committed to the well-being of the people we work with, both inside and outside our team. We believe in respect, equality and inclusion, valuing each individual regardless of their circumstances, to build together a fair and humane environment.”

Madrid, 20th September 2024.

GENDER EQUALITY PLAN

1. Introduction and Commitment

- **Objective:**

Establish an institutional commitment to promote equality at all levels, with special emphasis on gender equality, preventing discrimination and creating an inclusive and safe working and learning environment.

- **Actions:**

- Publish the Gender Equality Plan on the institutional website.
- Senior management will sign the plan to ensure leadership commitment.
- Carry out an internal communication campaign about the launch of the plan.
- Include the plan in the company's annual report and other strategic documents.
 - ⇒ Responsible: Top Management, Gender Equality Committee.
 - ⇒ Schedule: first quarter of implementation.
 - ⇒ Indicators: signing and publication of the plan, dissemination of the plan throughout the organization.

2. Resources

- **Objective:**

Guarantee that there are sufficient resources to implement the Gender Equality Plan.

- **Actions:**

- Appoint an Equality Officer.
- Create an Equality Committee, made up of personnel from different areas, to supervise the implementation of the plan.
- Allocate an annual budget for equality initiatives, including gender equality, including training, awareness campaigns, and monitoring.
- Establish a continuous communication system between the Equality Committee and senior management to monitor progress and make strategic decisions.
 - ⇒ Responsible: Top Management, Gender Equality Committee.
 - ⇒ Schedule: Appointment of the Manager and creation of the Committee in the first quarter.
 - ⇒ Indicators: Creation of the Equality Committee and appointment of the Equality Manager.

3. Data Collection and Tracking

- **Objective:**

Establish a system for collecting and analyzing data disaggregated by sex/gender.

- **Actions:**

- Develop a database with gender information on personnel in areas such as hiring, promotions, salaries, leadership positions, and training.
- Establish key performance indicators (KPI) related to gender equality.
- Generate annual reports on the evolution of gender equality indicators.
- Carry out periodic analyzes to identify gender pay gaps and other aspects of inequality.
- Review the results of the reports and adapt the Gender Equality Plan according to emerging needs.
 - ⇒ Responsible: Gender Equality Committee.
 - ⇒ Schedule: Development of the database in the first semester; annual reports in the last quarter of each year.
 - ⇒ Indicators: Number of reports generated, quality and updating of data, identification and reduction of gender gaps.

4. Training and Awareness

- **Objective:**

Increase staff awareness and capacity to identify and combat gender bias and promote equality.

- **Actions:**

- Encourage and facilitate attendance at information and training sessions on gender equality and unconscious bias for all staff.
- Specifically train decision makers and leaders on inclusive leadership and gender equality issues.
- Encourage and facilitate attendance at workshops or sessions on prevention of sexual harassment and gender violence.
- Carry out internal awareness-raising actions about the importance of gender equality and its positive impact on the organization.
- Evaluate the impact of training through pre- and post-training surveys
 - ⇒ Responsible: Gender Equality Committee.
 - ⇒ Schedule: annual training monitoring.
 - ⇒ Indicators: Percentage of trained personnel, impact of training (measured by satisfaction surveys and behavioral changes).

5. Key Areas and Concrete Measures

5.1 Work-life balance and organizational culture

- **Objective:**

Maintain and improve work-life balance policies for staff and collaborators and promote an inclusive organizational culture.

- **Actions:**

- Review and implement flexible work policies (teleworking, flexible schedules, leave for care or personal matters).
- Ensure that work-life balance policies are clearly communicated and accessible to all staff.
- Promote the equitable use of parental leave between men and women.
- Offer support to employees with children, such as flexible return-to-work arrangements after parental leave.
- Conduct work environment surveys focused on measuring the perception of work-life balance and inclusive organizational culture.
 - ⇒ Responsible: Gender Equality Committee.
 - ⇒ Schedule: annual review of flexible policies.
 - ⇒ Indicators: Percentage of staff that uses conciliation policies, satisfaction with policies, perception of organizational culture (measured through surveys).

5.2 Gender balance in leadership and decision making

- **Objective:**

Increase the representation of women and other underrepresented genders in leadership and decision-making roles.

- **Actions:**

- Promote and facilitate participation, as well as implement or collaborate in the implementation of mentoring and professional development programs for women and people of underrepresented groups.
- Create support networks and affinity groups that promote female leadership.
 - ⇒ Responsible: Gender Equality Committee.
 - ⇒ Schedule: annual reporting.
 - ⇒ Indicators: percentage of women in leadership roles, annual increase in women's participation in strategic decisions.

5.3 Gender equality in recruitment and professional development

- **Objective:**

Ensure equal opportunities in hiring, promotion and professional development processes.

- **Actions:**

- Review selection processes to eliminate gender bias, including the use of inclusive language in job offers.
- Guarantee equitable gender representation on selection committees.
- Conduct annual evaluations of gender pay gaps and take measures to correct them.
- Develop mentoring and continuous training programs, aimed especially at women in sectors or areas where they are underrepresented.
 - ⇒ Responsible: Gender Equality Committee.
 - ⇒ Schedule: continuous monitoring.

⇒ Indicators: reduction in salary gaps, equitable gender representation in hiring and promotion processes.

5.4. Integration of the gender perspective in innovation, research and training

- **Objective:**

Ensure that the gender perspective is present in the content of innovation, research and training actions.

- **Actions:**

- Promote the inclusion of the gender perspective in the design of innovation and research projects.
- Train staff in the integration of the gender approach in training and training content.
- Review the work plans of projects, initiatives and activities to ensure that topics related to gender equality are included.
- Promote projects, initiatives and activities that address issues of gender equality and diversity.
 - ⇒ Responsible: Gender Equality Committee.
 - ⇒ Schedule: annual monitoring.
 - ⇒ Indicators: percentage of projects, initiatives and activities that include the gender perspective.

5.5 Measures against gender violence, including sexual harassment

- **Objective:**

Eradicate sexual harassment and gender violence in the entity.

- **Actions:**

- Implement a zero tolerance policy against sexual harassment and gender violence.
- Create a clear and accessible protocol for reporting and managing cases of harassment or violence.
- Offer psychological and legal support to victims of gender violence.
- Carry out awareness-raising actions on the prevention of sexual harassment and gender violence.
 - ⇒ Responsible: Gender Equality Committee.
 - ⇒ Schedule: Training and curricular review during the first year, annual monitoring.
 - ⇒ Indicators: Percentage of research and courses that include the gender perspective.