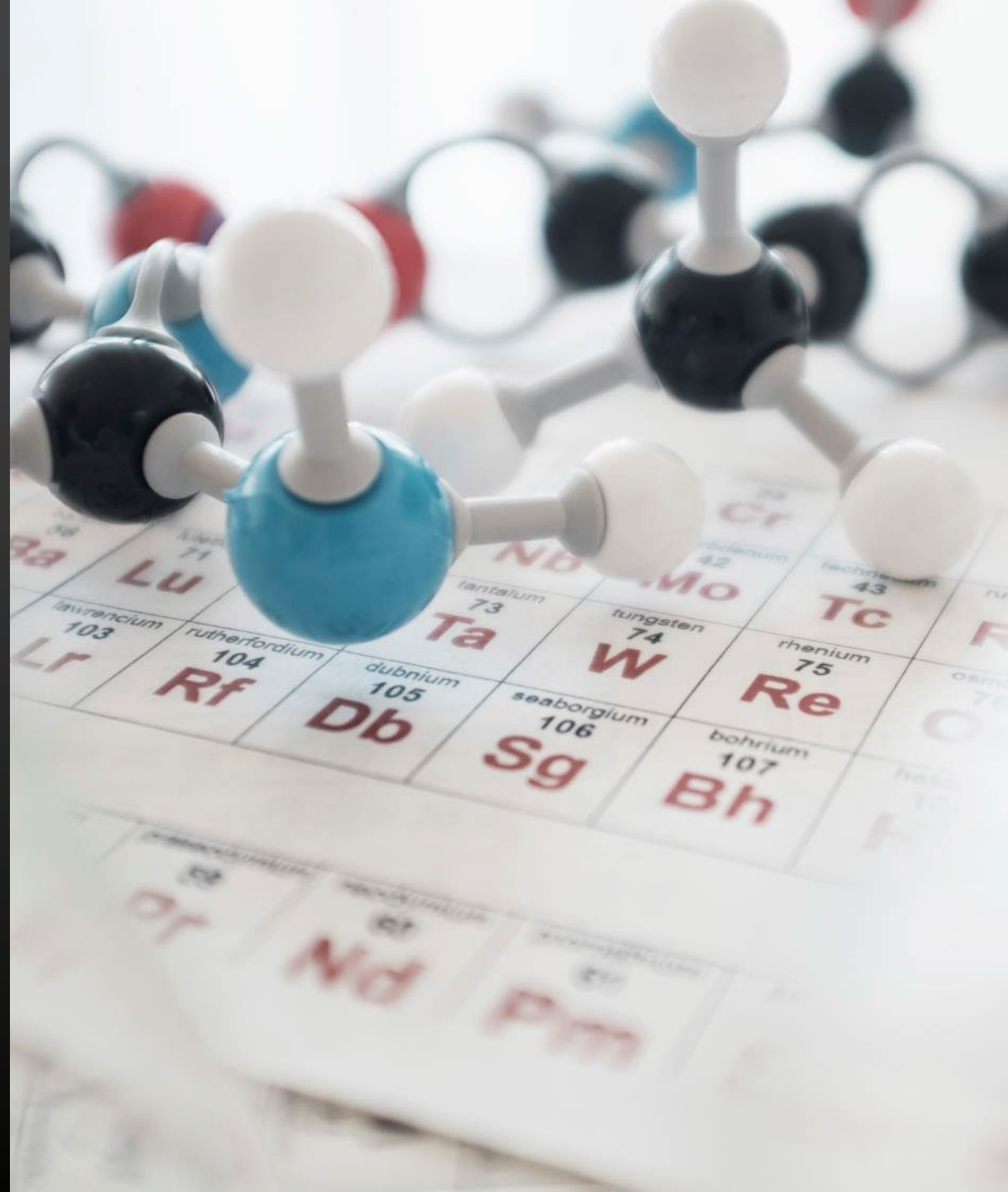


Interim report since  
the introduction of  
the GEP in the NPI  
CAS as of 30.6.2023.

NPI CAS, public research institution



# Introduction

**As of 1 July 2022, the Nuclear Physics Institute of the CAS established the Plans for the Promotion of Gender Equality in the Nuclear Physics Institute for the period 2022-2025 (hereinafter referred to as the "Support Plans").**

**The aim is to reach a level of fairness and set just conditions for employees across the whole institution; using the tools outlined in the Support Plans for each key area.**

**Twelve months on from the establishment of the Support Plans, it is time to look back and assess this period of implementation of each objective.**



# 1. Gender Equality Agenda at the NPI

Gender Equality Agenda					
Target	Description of the measures	Activity	Term	Current status/Output	Responsibility
NPI culture and its gender equality principles	Establishing common values that take into account support and promotion of diversity in the workplace, intolerance of discriminatory phenomena such as sexual harassment, mobbing, bossing and other negative behaviour in the workplace.	Establishing all gender equality principles in a official document of the NPI, strengthen the HR department and establish a team to implement the equality plan.	12/2023	<p>The Internal Code of Ethics has been approved and published on the Institute's website in English version. You can find it at: <a href="http://www.ujf.cas.cz/en/intranet/code_of_ethics/index.html">http://www.ujf.cas.cz/en/intranet/code_of_ethics/index.html</a>.</p> <p>A draft of the Rules of Procedure of the Ethics Committee and its composition was submitted to the Institute's Management by the GEP Officer. It is awaiting approval.</p> <p>The original person in charge of the GEP terminated the job as of 30.5.2023, and a new person took over the agenda as of 1.6.2023, moving from the position of Personnel Officer.</p> <p>The team will be completed since 1.7.2023 by a Junior HR Officer who will be transferred from another department.</p>	NPI Management/ Heads of Departments/PaM



# 2. Optimal age structure agenda NPI

Optimal age structure agenda NPI					
Target	Description of the measures	Activity	Term	Current status/Output	Responsibility
Optimal age structure in NPI	Provide funding for the career development of the young and middle generation of researchers (V1-V5) and create favourable conditions for the recruitment of new researchers.	Obtaining structural grants to support the employment of students and graduates, reducing senior staff time in the event of retirement pension entitlement.	Continuously	<p>Call OPZ+ No. 12 has been postponed, the GEP Officer is following the list of calls. As soon as a suitable call is announced, we will process the application.</p> <p>The average age as of 31.12.2022 was 48 years with males dominating the higher age categories. As of 30.6.2023, the average age has decreased to 45 years, with a continued male predominance in the older age groups. As of 30.6.2023, we employ 139 people under 45 and 144 people over 45.</p> <p>From 1.1.2023 to 30.6.2023 11 new employees joined the Institute on HPP, the youngest was 24 years old and the oldest 39 years old.</p> <p>An exit questionnaire has been introduced to determine the reasons for the leaving of researchers. The 1<sup>st</sup> analysis will be processed out in January 2024.</p> <p>Senior staffing levels are being gradually reduced to ensure there are sufficient staff to run the department and train new recruits.</p>	NPI Management/ Heads of Departments/PaM



# 3. HR policy/strategy in NPI

## HR policy/strategy in NPI

Target	Description of the measures	Activity	Term	Current status/Output	Responsibility
<b>New employees recruitment in NPI with gender equality policy</b>	The obligation to use gender-sensitive language in job advertising; to take into account and support gender diversity in teams when selecting new NPI employees.	Job titles, age diversity or job descriptions must meet gender rules and have equal conditions.	3/2022	Standardize advertisements on job portals, the NPI website or the Labour Office, even in foreign languages.  <b>Established.</b>	NPI Management/ Heads of Departments/PaM
<b>Human Resources Management at the NPI</b>	Setting the competencies, processes, responsibilities and roles of individual participants in the human resource management process.	Recruitment process, termination process, absence reporting process, setting up administrative days, staff appraisals, onboarding (with particular emphasis on temporary employees so that they do not experience unnecessary uncertainty).	do 12/2025	The exit questionnaire is sent to terminating employees as of 1 January 2023. It is completely voluntary and anonymous. A presentation for new employees in English and Czech is sent to new employees starting 1.3.2023. The labour law minimum is still being worked on, as well as the evaluation matrices.	NPI Management/ Heads of Departments/PaM



# 4. Reconciling work and personal life

## Work and personal life area

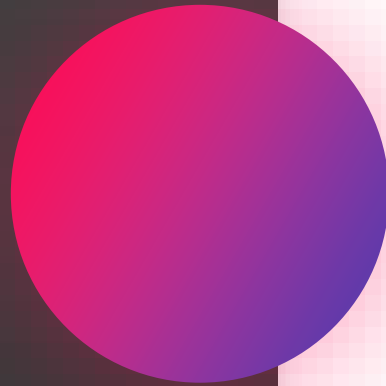
Target	Description of the measures	Activity	Term	Current status/Output	Responsibility
<b>Systematic monitoring of support in work-life balance area</b>	Identify opportunities for work-life balance area and create the conditions.	Part-time jobs, supports of doctoral and postdoctoral student during their study time, home-office supporting, flexible working hours, overview of benefits, sick days.	6-12/2022	Regular questionnaire surveys, reporting, monitoring of the development of the data obtained, anchoring in the institution's personnel policy, updated list of benefits.  Another survey was initiated and evaluated by the end of June 2023, results are available to see here: <a href="http://www.ujf.cas.cz/export/sites/ujf/cs/intranet/.content/files/Vysledky-dotaznikoveho-setreni-2023.pdf">http://www.ujf.cas.cz/export/sites/ujf/cs/intranet/.content/files/Vysledky-dotaznikoveho-setreni-2023.pdf</a> .  HO is allowed to all workers with such a job characteristic and position that meets the criteria of home-office. Yet another survey will be available after its first analysis on January 2024.	NPI Management/ Heads of Departments/PaM
<b>Work-life balance possibilities on maternity/parental leave, long-term rest leave</b>	Create a new management system for ML/RL and long-term rest leave and anchoring the issue in NPI internal documentation.	Ensure accessibility for all employees. Program "Stay in touch" with parents on maternity leave, personal return plans after maternity leave.	from 1/2023	As of 1.7.2023 the settings of transparent rules and measures was not yet been initiated.	NPI Management/ Heads of Departments/PaM



# 5. Communication at NPI

Internal and external communication area					
Target	Description of the measures	Activity	Term	Current status/Output	Responsibility
<b>Education on gender-based violence and sexual harassment</b>	Workshops and discussions , sharing a practical experiences and procedures, defence forms.	Sharing informations about gender-based violence and sexual harassment, what are the manifestations, defence option and corresponding measures.	Untill 12/2022	Seminars and discussion of sexual harassment in work place, mobing, bossing, stalking and discrimination.  As of 30.6.2023, no ombudsman or ombudswoman has been appointed. Chosen employees are participating in ongoing training sessions on this topic. <b>On the day of 5.12.2023 a training on this topic is scheduled for all heads of department by the Center for Gender &amp; Science, Institute of Sociology, Czech Academy of Sciences.</b>	NPI Management/ Heads of Departments/PaM
<b>Gender sensitive communication</b>	Form setting of gender sensitive language in all internal and external documents.	Editing of internal and external documents, websites and all boards on workplaces.	3-6/2022 and continuously	Actualized internal and external documents, website.  Ongoing.	NPI Management/ Heads of Departments/PaM
<b>Regular meetings of head of departments</b>	Active communication and meetings with heads of departments, issue solving in work-life balance and seek a common solution.	Sharing experiences, collective solution search, passing information to subordinates.	6-12/2022 and continuously	Schedueling of periodic meetings, newsletter, ombudsman for discrimination.  Publishing of the newsletter continues.  Meetings of Heads of departments with teams and even NPI Management are ongoing with the frequency of once or twice a month.	NPI Management/ Heads of Departments/PaM





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Gender Equality Plan in the NPI for the period 2022 - 2025 was updated on July 1<sup>st</sup>, 2022.

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