

REPORT ON THE IMPLEMENTATION OF THE GENDER EQUALITY PLAN FOR THE INSTITUTE OF GEOPHYSICS OF THE POLISH ACADEMY OF SCIENCES IN 2023

Objective 1: Gender balance in the management staff and decision-making groups

Objective	Recipients	Implemented activities	Indicator	Responsible unit
Increasing awareness of the importance of equality and anti-discrimination issues and strengthening tolerance for diversity	Employees and Ph.D. students	Presentations of foreign employees and doctoral students about the culture of their countries of origin during integration meetings 26.05.2023 10.11.2023	Number of participants: 51 people 70 people	HR Department Science Communication and Education Department
Reducing the disparity in the participation of women and men in decision-making bodies: <ul style="list-style-type: none"> • in teams and expert committees • in conferences and scientific seminars organized by IG PAS 	Employees and Ph.D. students	Data was collected on the percentage of men and women in the Scientific Council and Advisory Board	Research staff: 37% - W 63% - M Technical and administrative staff 52% - W 48% - M In all: 45,4% - W 54,6% - M Scientific Council - term of office 2023-2026: 20% - W 80% - M	Directorate of IG PAS Heads of Scientific Departments HR Department Research Office Promotion Department

			Advisory Board: 20% - W 80% - M	
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Objective 2: Gender equality in the recruitment and career development process

Objective	Recipients	Implemented activities	Indicator	Responsible unit
Reducing the disparity in the participation of women and men in the recruitment committees	Employees	Collecting data on the percentage of participation of women and men in the recruitment committees	In 2023, 11 recruitment committees were established, 5 of which included women.	Deputy Director for Scientific Affairs HR Department Research Office
Monitoring job candidates in terms of gender	Employees and Ph.D. students	Collecting data on the percentage of applications submitted by candidates for particular positions in terms of gender	Candidates for scientific positions: 28% - W 72% - M Candidates for technical and administrative positions: 54% - W 46% - M	HR Department Research Office
Creation and dissemination of a transparent and up-to-date basic salary scale (salaries regardless of length of service)	Employees	Determining the rules for remunerating employees at the IG PAS	Order No. 12/2023 of the Director of the IG PAS of June 29, 2023 on the introduction of the	Directorate of IG PAS HR Department Law Office

and allowances) for all positions at the Institute			Regulations on the remuneration of IG PAS employees	
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Objective 3: Balance between private/family and professional life and organizational culture of the institution

Objective	Recipients	Implemented activities	Indicator	Responsible unit
Permanent introduction of the possibility of working in hybrid mode	Employees of IG PAS	Development and introduction of the Remote Work Regulations at the IG PAS	Order No. 8/2023 of the Director of the IG PAS on the introduction of the Remote Work Regulations Order No. 10/2023 of the Director of the IG PAS - update of the Remote Work Regulations	Directorate of IG PAS HR Department Law Office
Preparation of a new version of the INTRANET	Employees and Ph.D. students	A test version of the new INTRANET has been prepared on a dedicated website.	By the decision of the Directorate, the new version was not launched. The previous version of INTRANET on NCL is in use.	IT Department in cooperation with all Administration Departments

Objective 4: Measures against gender-based violence, including sexual harassment

Objective	Recipients	Implemented activities	Wskaźnik	Jednostka odpowiedzialna
Preventing discrimination	Employees and Ph.D. students	<p>Update of the Anti-Mobbing Policy at the IG PAS</p> <p>Installation of a box for anonymous reports of discrimination</p> <p>Appointment of an Anti-Mobbing Committee</p>	<p>Order No. 14/2023 of the Director of IG PAS of July 26, 2023 on the introduction of the Anti-Mobbing Policy at the IG PAS</p> <p>The Anti-Mobbing Committee considered 1 report.</p>	<p>HR Department</p> <p>Law Office</p> <p>HRS4R strategy monitoring and implementation group</p>
Legal support	Employees and Ph.D. students	Enabling employees and Ph.D. students to consult a lawyer	Legal services of a law office and a lawyer were used on an ongoing basis.	<p>Law Office</p> <p>Lawyer</p>