

Gender Equality Plan

for EMPAIA International e. V., Robert-Koch-Platz 9, 10115 Berlin

1. Introduction and Commitment

EMPAIA International e. V. is a non-profit organization committed to promoting diversity, equal opportunities, and a respectful environment. Gender equality is a guiding principle of our governance, projects, and community engagement.

This Gender Equality Plan (GEP) provides a structured framework to ensure fairness, transparency, and inclusiveness across all association activities.

2. Scope of Application

The GEP applies to:

- the Board and Executive management,
- staff, contractors, and volunteers,
- partner organizations collaborating in projects.

3. Objectives

- Promote gender equality in membership, responsibilities, and leadership.
- Ensure transparency in decision-making and resource allocation.
- Enable work-life balance by accommodating diverse personal and family responsibilities.
- Raise awareness and build capacity on gender equality and unconscious bias.
- Prevent discrimination and harassment by providing safe structures and clear reporting mechanisms.

4. Resources and Measures

4.1 Dedicated Resources

- Commitment of human resources and gender expertise to implement the GEP.
- Appointment of a Gender Equality Officer or Committee as the main contact point.
- Allocation of budgetary resources for training, awareness raising, and equality actions.

4.2 Data Collection and Monitoring

- Collection of sex/gender-disaggregated data on personnel, volunteers, and participants.
- Annual reporting based on indicators (e.g. leadership balance, recruitment outcomes, participation in activities).
- Regular monitoring of progress with results shared transparently to members and stakeholders.

4.3 Training

- Awareness raising and training programmes on gender equality and unconscious gender bias for staff, volunteers, and decision-makers.
- Integration of gender equality sessions in onboarding and continuous professional development.

5. Areas of Action

5.1 Work-Life Balance and Organisational Culture

- Flexible participation formats (remote/hybrid, family-friendly scheduling).
- Recognition of care responsibilities and diverse life situations.
- Initiatives to promote wellbeing and inclusiveness.

5.2 Gender Balance in Leadership and Decision-Making

- Strive for gender balance in Board, committees, and leadership roles (minimum 40% each gender, where feasible).
- Transparent election and selection procedures.
- Mentoring and leadership programmes for underrepresented groups.

5.3 Gender Equality in Recruitment and Career Progression

- Use of gender-neutral language in job calls and election announcements.
- Equal access to training, qualifications, and progression opportunities.
- Monitoring of recruitment and promotion processes to ensure fairness.

5.4 Integration of the Gender Dimension into Research and Teaching Content

- Systematic integration of gender perspectives in research, educational programmes, and project design.
- Consideration of gender-related factors in data collection, analysis, and reporting.
- Collaboration with experts to strengthen methodologies.

5.5 Measures Against Gender-Based Violence including Sexual Harassment

- Clear anti-harassment and anti-discrimination policy.
- Confidential reporting and support mechanisms.
- Sanctions and preventive measures (codes of conduct, zero-tolerance policy).

6. Monitoring, Reporting, and Evaluation

- Annual Gender Equality Report to assess progress against indicators.
- Results communicated to members.
- The GEP is reviewed and updated every two years to ensure continued relevance.

7. Entry into Force, Review, Publication

This Gender Equality Plan enters into force on September 16th 2025 and remains valid until updated. It is an integral part of the association's governance and reflects its commitment to equality, diversity, and respect. The Gender Equality Plan will be signed by the board of EMPAIA International e. V. and will be published on the website empaia.org.

Berlin, September 16th, 2025

Signed by: Heimo Müller, Norman Zerbe, Peter Hufnagl