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## 1. Introduction

This Gender Equality Plan (GEP) outlines the commitment of Smisla Solutions – Skopje to promote and ensure gender equality within the organization and its activities. The plan follows the European Commission's requirements under Horizon Europe and aims to foster an inclusive and safe working environment.

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## 2. Public GEP

This GEP is a formal, public document:

- Published on the organization's website.
- Signed and endorsed by senior management.
- Communicated to all staff and stakeholders.

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## 3. Dedicated Resources

Smisla Solutions commits the following resources:

- A designated Gender Equality Officer (part-time) to oversee implementation.
- Budget allocation for gender training, outreach, and data collection.
- Administrative support for integration into HR and operational policies.

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## 4. Data Collection and Monitoring

We will:

- Collect sex/gender-disaggregated data on all staff and volunteers.
- Monitor participation, recruitment, and career progression by gender.
- Publish an annual gender report with key indicators and trends.

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## 5. Training and Awareness

- Annual training sessions on gender equality and unconscious bias for all staff.
  - Mandatory induction module on gender sensitivity for new employees.
  - Regular awareness campaigns and internal newsletters.
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## **6. Thematic Areas & Concrete Measures**

The GEP addresses the following key areas with specific measures and targets:

### **a. Work-life balance and organizational culture**

- Promote flexible work arrangements.
- Encourage parental leave for all genders.
- Foster a respectful and inclusive work environment.

### **b. Gender balance in leadership and decision-making**

- Set internal targets for gender balance in management and project leadership roles.
- Review leadership selection procedures for bias.

### **c. Gender equality in recruitment and career progression**

- Use gender-neutral language in job postings.
- Ensure gender balance in selection panels.
- Track promotion trends and address disparities.

### **d. Integration of gender dimension into research and/or teaching**

- Include gender analysis where relevant in all research projects.
- Encourage partners to integrate gender-sensitive methodologies.

### **e. Measures against gender-based violence and sexual harassment**

- Zero tolerance policy in place.
- Clear reporting mechanisms and disciplinary procedures.
- Regular staff training on recognizing and responding to harassment.

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## **7. Governance and Review**

- The GEP is reviewed annually by the management and the Gender Equality Officer.
  - Updates are based on monitoring results and new organisational needs.
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## **Contact**

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*This Gender Equality Plan is a living document and reflects our ongoing commitment to an equitable and inclusive work environment.*