

# GENDER EQUALITY PLAN (GEP)

Version 2.0

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## **Gender equality plan (GEP)**

### **Update 31.05.2025**

## **1. Commitment to gender equality**

### **1.1. Corporate culture**

ACMIT cultivates an open and lively corporate culture. Gender equality, equal social opportunities and work-life balance are perceived as important aspects of daily collaboration. The interculturality of the ACMIT team is an enriching factor and contributes significantly to problem-solving skills in day-to-day research.

The principle of equal treatment states that no one may be discriminated against based on gender, age, origin or ethnicity, religion or ideology, sexual orientation or disability. This principle applies to all business areas at ACMIT.

### **1.2. Statement by the management**

The ACMIT management is committed to supporting and promoting an active equality policy and a culture of recognition and mutual appreciation with the aim of social and societal diversity. The ACMIT management fully supports the equality plan and provides the necessary resources to implement the planned measures.

### **1.3. Implementation and responsibility**

The topic of gender equality is firmly anchored in HR management and is actively supported by internal, trained gender officers.

The topic of "equality" will be incorporated even more strongly into the corporate culture.

### **1.4. Scope of application**

The GEP applies to all work areas and employees of ACMIT.

### **1.5. Publication**

The current version of the GEP can be found on the ACMIT website under "Gender & Diversity".

## **2. Current status**

The greatest gender-specific challenge is currently the low proportion of women employed in the scientific and technical sector. Women are significantly underrepresented, particularly at management level. Particular attention is already being given to the recruitment and development of female managers.

The proportion of women among employees remains constant. Since there have been no departures or changes at the management level, no significant changes have been reported. Increasing the proportion of women in management will therefore remain a challenge over the next two years.

- The proportion of women is currently 33%. This means that ACMIT is slightly above the value of the Gender Equality Survey 2024 (31%) in non-university research; the proportion of women in the entire company is 37%.
- The proportion of women in leadership positions in research is 33%, but only 15% of women work in leadership positions across the company.
- The part-time rate for women is currently 86% (6% increase compared to 2023), significantly higher than for men at 54% (24% increase compared to 2023).

ACMIT actively offers part-time options and parental leave in order to defuse the multiple burdens of work and family for all employees. These are also gladly accepted by the employees. The proportion of men in part-time employment has increased significantly.

In 2024 and 2025, employees have used the following parental leave options and special forms of employment:

- 3 new fathers, both the “Papa month” and 2 months of maternity leave
- 3 employees complete part-time training
- 1 male and 1 female employee are in partial retirement
- 3 female and 2 male employees were employed part-time during their parental leave in order to remain involved in the ongoing business

### **3. Objectives of the GEP**

- Implementation of a development process with concrete equality goals
- Establishing a common understanding of equality and gender
- Ensuring equal opportunities for all employees and applicants
- Appreciative and dignified working environment
- Improving the compatibility of work and private life (balanced work life balance)
- Promoting women and gender mainstreaming at all organizational and hierarchical levels
- Recognizing and taking advantage of opportunities and possibilities at different stages of life
- Creating a liveable and inclusive working environment

To define meaningful measures for implementing equality goals, existing personnel data is analyzed, data gaps are identified, and, if necessary, separate surveys are conducted to close them. This leads to the recognition of the need for action and the identification of potential for improvement and is reflected in the monitoring. Diversity monitoring is conducted annually and is incorporated into the GEP measures.

### **4. GEP measures and their implementation**

Concrete measures to achieve the objectives were defined and their implementation was tracked and checked with the support of the internal action plan 2023-2025. An update and an action plan for 2025–2027 were prepared and published.

#### **4.1 Structural implementation of the GEP and equal opportunities officer**

The current GEP and the associated measures are presented in all committees as well as in regular internal meetings. As part of the annual equality monitoring, concerns and suggestions are collected, which are incorporated into the specific measures for the next financial year. The monitoring is published internally, annually and the GEP is updated.

#### **4.2 Equality-oriented organizational culture and gender competence**

ACMIT promotes the implementation of equality and equal opportunities in all internal structures and processes. The equal treatment policy is supported by every single member of the company. The needs that arise from different gender identities, ethnic affiliations or different stages of life are recognized. Any type of discrimination will be dealt with immediately as soon as it becomes known.

Ongoing measures:

- linguistic equal treatment

- Raising awareness through information discussions and information offers
- Communication of the implementation of the GEP as a contribution to raising awareness and cultural change
- Internal communication, e.g. Awareness measures in the internal meeting culture
- External communication, e.g. Commitment to equality on the website

### **4.3 Work-life balance**

Flexible options for shaping own work-life balance not only contribute greatly to ensuring gender equality when it comes to care responsibilities, they also contribute a lot to a motivated and productive working environment. Employees should be able to develop professionally and personally with the best possible consideration of their personal living conditions, thereby establishing a culture of mutual consideration, team spirit and respect.

Ongoing measures:

- Improving work-life balance
- Tasks can be completed during normal working hours
- Flexible working time models
- Family-friendly working environment (tolerance for care and caring responsibilities)
- Promoting mental and physical health
- Promoting family time

Planned measures:

- Implementation of a “staying on board” principle for employees on maternity leave, e.g.

### **4.4 Equality in recruitment and career progression**

In personnel planning and development, the possibility of family time is taken into account in the career planning of both genders. Acceptance of the special situation of caring responsibilities and sensitivity to different life situations and genders are encouraged among all employees. Applications and career plans from women are particularly welcome and will be considered.

Ongoing measures:

- Formulation of gender-sensitive job advertisements
- Inclusion of employees with gender expertise in the hiring and promotion process
- A mix of genders is preferred when filling substitute positions
- Employment contracts are prepared in female, male and, if necessary, gender-neutral form
- The onboarding process includes information about measures to promote equality, social benefits and work-life balance
- Support when returning to work after maternity leave, family leave, care or illness
- Further training specifically to women is being researched and actively offered to female employees
- Women become visible as top performers on the website
- Active support for career development and personal development

Planned measures:

- Inclusion of questions on gender issues, employee satisfaction and protection of human dignity in the workplace in on- and offboarding as well as in the annual development discussion

#### **4.5 Promoting mentoring and networking**

ACMIT is implementing an internal mentoring program that specifically supports underrepresented genders in their careers. The target group is female employees in research and development and in leadership positions.

Planned measures:

- As a part of an internal discussion with the supervisor, the mentoring needs are determined, a mentor is appointed and individual measures are planned until the next development discussion
- Offers from external networks are collected and made available to interested mentees
- Invitation of mentees to external events such as conferences, meetups

#### **4.6 Diversity in leadership and decision-making**

ACMIT takes into account the different effects on gender in all corporate policy decisions. Employees can trust that they will be treated fairly regardless of nationality, gender, sexual orientation and age.

Ongoing measures:

- Regular employee satisfaction surveys
- Diversity monitoring (internal, confidential)
- Survey of personal ideas and needs for inclusion (culture of equality) as part of the annual development discussion

#### **4.7 Preventing gender-based violence and gender-based discrimination**

Ongoing measures:

- Contact point for those affected will be created
- Bullying/sexual harassment will not be tolerated
- Organizational culture of appreciation and recognition
- Measures to increase sensitivity to inequalities

### **5. Monitoring and evaluation**

The goals and measures of the GEP are analyzed every two years and the results of equality monitoring are evaluated with the involvement of the entire organization. Once a year, data on diversity, income and working environment is collected and evaluated.

The GEP will be updated and published on the website.

## 6. Objectives and measures 2025-2026

Objective	Measures
Provision of resources	Financing of gender equality measures
Analysis of the data	Collection of gender-relevant data
	Baseline for monitoring
Expansion of gender expertise and gender balance	Training for HR and EOO
	Raising management awareness of gender equality issues
	Creating a common understanding of equality and gender
	Increasing gender awareness
Dealing sensitively with all gender identities	Use of gender-sensitive language
	Awareness training for team leaders
	Implementation of awareness in the teams
	Raising awareness through information offerings
	Communication about sensitive handlings external
Work-Life-Balance	Flexible working time models
	Promoting family time
	Sabbatical and temporary change in working hours
	Family-friendly meeting schedules
	Individual solutions for care obligations
	Alternative job models (e.g. job sharing)
	Promoting the "stay on board" principle to maintain professional contacts even during extended absences (e.g., invitations to the ACMIT Forum, team meetings, or social events)
Workplace Health Promotion	Evaluation of psychosocial stress in the workplace
	Offers for company health promotion by the Austrian Regional Health Insurance (ÖGK)
	Internal communication
Equality in recruiting and careers	Inclusion of gender expertise in job interviews
	Information about equality-promoting measures in onboarding
	Personnel development taking into account personal possibilities and wishes
	Individual support in returning to work after family leave or illness
	Promotion and presentation of role models
Promoting mentoring and networking for women	Mentoring career development for women
	Mentoring networking for women
	Offer to participate in further training measures and initiatives to promote women
Diversity in leadership and decision-making	Integration of diversity competence in corporate policy decisions
	Increasing the proportion of women in leadership positions
Zero-tolerance culture regarding sexual harassment	Development of a procedure in (suspected) cases of sexual harassment
	Training offer for interested employees
	Confidential contact point for employees (EOO und HR)
Monitoring and evaluation	Collection of monitoring data every two years
	Update of the GEP every two years