



# Gender Equality Plan

**2023**

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## Context

Gender Equality (GE) is a fundamental right, being seen as an essential human right for society development and full participation of all people, regardless of their gender.

The concept of gender equality translates into equal rights, freedoms, and opportunities between genders, intended to provide equal appreciation, recognition, and participation in all spheres of public and private life.

This is a concept that has been receiving particular attention and relevance from the main international bodies over the last few years, with Portugal also accompanying this journey.

The Resolution of Ministers Council nº 19/2012 determined the mandatory adoption and implementation of an equality plan focused on the following objectives: equal treatment and opportunities between men and women; eliminate discrimination; and facilitate the reconciliation of private and professional life.

Thus, CeNTI provides its Gender Equality Plan (GEP) for 2023 and beyond, assuming as part of its mission, the effective equality of rights and freedoms, regardless of gender, and equal opportunity and participation in professional life, in a clear commitment to equality promotion, thus fostering non-discrimination based on gender. The implementation and monitoring of this Plan will be coordinated by CeNTI's Human Resources department.

## CeNTI characterisation

### Mission

CeNTI - Centre for Nanotechnology and Smart Materials, is a recognized Technology and Innovation Centre (CTI), private, nonprofit, with a multisectoral orientation, which develops applied R&D activities, in the fields of Nanotechnology, Advanced Materials, and Smart Systems, aiming industrial endogenization of disruptive technologies and technology transfer to companies, via a B2B approach.

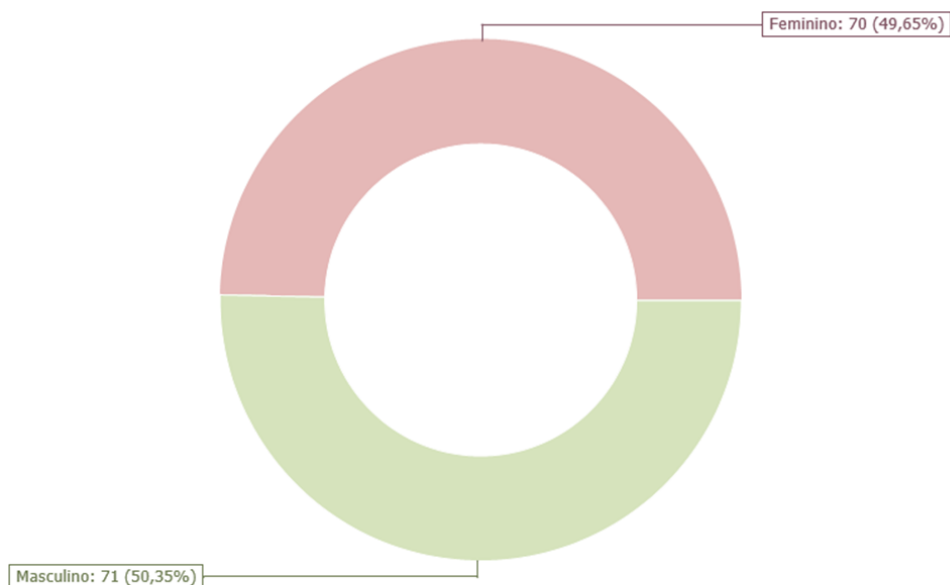
CeNTI is the result of a fruitful cooperation of 3 Universities and 3 CTIs, all recognized for their national and international relevance: University of Minho, University of Porto, University of Aveiro, CITEVE – Technological Centre of the Textile and Clothing Industries of Portugal, CTIC – Technological Centre of Leather Industries, and CEIIA – Centre for Excellence and Innovation in the Automotive Industry. The association *Bikinnov - Bike Value Innovation* recently joined this partnership.

As a research and technology transfer centre, CeNTI presents, in its portfolio of innovation and R&D activities, several projects that demonstrate its commitment and mission to support and promote the national industrial and business technological infrastructures, with the aim of developing new products with high added value and/or incorporate new technologies into traditional products and markets.

CeNTI's mission and activity have been highlighted by the dynamism and close support to industrial sectors, both national and international, in the sense of developing and validating new technologies based on the development of new materials, new coatings, new interactive technologies, lighting and new sensor systems, digital transformation of processes and/or products, resource (re)valorisation, among others, in multi-sector and multi-technology areas, with focus on supporting the fields: "Automotive & Aeronautics", "Construction, Architecture & Smart Buildings", "Energy & Decarbonisation", and "Health, Protection & Well-being".

## Indicators concerning staff

To carry out its mission, CeNTI currently has a staff of 141 workers.



*Graph 1 – Workers distribution by gender.*

From the graph above, there are 71 men and 70 women working at CeNTI (50.35% men; 49.65% women), which can be considered as a minor difference, due to the nature of CeNTI's activities.

## Plan elaboration and monitoring

The preparation of this plan was based on the “Self-Assessment Diagnosis of Gender Equality” and “Diagnosis support matrix” contained in the Guide for Elaboration of Equality Plans, produced by *CITE* - Commission for Equality at Work and Employment, and the reflection on the Gender Equality Plan. The diagnosis and the support matrix made it possible to reflect on the measures that support this plan, identifying points that could be improved in various dimensions covered.

The Gender Equality Plan made it possible to recognize CeNTI’s commitment to the implementation of good practices, as well as the objective evaluation of the proposed measures, being continuously improved according to encountered challenges. One of the areas where strong points stand out refers to CeNTI's strategy, mission, and values, where the commitment against any form of discrimination is present. However, the need to explicitly mention and clarify gender equality as a CeNTI principle in strategic documents, as well as the implementation of the present GEP, is identified as required to enhance.

Social dialogue, as well as respect for women and men’s dignity, reflect CeNTI’s work in listening and paying attention to the concerns of female and male workers, being the communication promotion between workers and organizations a constant objective. Within the scope of conciliation between professional and private lives, particularly in direct benefits, parental protection, and family assistance, CeNTI has already numerous good practices.

According to the results obtained and based on this analysis, specific objectives were set for the present Gender Equality Plan (GEP), in a commitment for 2023, which, wishing to be ambitious, also intends to be feasible and subject to improvement along its path.

## Objectives and measures

In line with the National Strategy for Equality and Non-Discrimination – *“Portugal + Igual”* (ENIND 2018/2030), and particularly with the “Action Plan for Equality between Women and Men” (Ministers Council Resolution nº 61/2018), this plan includes a set of proposals in the main dimensions of intervention: strategy, mission, and values; equal access to employment; initial and continuous training; parental protection; reconciliation of personal and professional life; and prevention of harassment at work.

These dimensions comprise strategic objectives and intervention measures, intending to suppress any disparities and inequalities, and improve organizational practices, while strengthening gender equality and social responsibility of CeNTI.

Being a Centre that currently has a reasonable number of female and male workers, and is in constant change and innovation, it is essential to monitor and annually review the plan and the planned measures, allowing to check the fulfilment of the defined objectives for each area, as well as the possibility of proposing and implementing improvements or new measures whenever this meets the needs felt.

With the execution of this plan, it will be possible to have specific indicators on CeNTI’s evolution in the various issues within the scope of equality, reassess and promote a new diagnosis and make the necessary balance for the future.

Thus, considering the importance of business organisations contributions to a fully democratic and inclusive society, as well as the advantages of integrating a perspective of Gender Equality in all CeNTI areas, the Board of Directors undertakes to implement the present Plan for Equality between Women and Men and to allocate all the necessary resources for the execution of this Plan.

## Diagnosis of implemented practices at CeNTI

In general, CeNTI incorporates into its management practices, actions that contribute to making gender equality, in its different domains, a reality in the organisation. In this regard, and as a way of demonstrating its commitment to this topic, prior to this Plan preparation, an assessment of CeNTI's practices was carried out using the "Diagnosis support matrix" provided by CITE – Commission for Equality at Work and Employment, in the Guide for the elaboration of Equality plans:

*[http://cite.gov.pt/asstscite/downloads/Planos\\_Igualdade\\_Guiao.pdf](http://cite.gov.pt/asstscite/downloads/Planos_Igualdade_Guiao.pdf)*

Thus, for the set of mandatory areas/dimensions (contemplated in Normative Dispatch nº 18/2019), and others optional, CeNTI's practices within the scope of Gender Equality were analysed, and which areas should be improved were verified.

Each of the evaluated dimensions is presented below, for a better understanding of the framework and organisation's practices:



## Strategy, Mission, and Values

Objectives	Measures	Involved areas	Indicators	Target
Ensure information to male and female workers regarding rights and duties in the field of equality and non-discrimination	Disseminate, in an appropriate and accessible place, information regarding the rights and duties of workers in terms of equality and non-discrimination based on gender	Human Resources and Marketing&Communication	Evidence of implementation	By the end of 1st half of 2023
Ensure the GEP implementation, its monitoring, follow-up, and sustainability	Define and monitor strategic KPI of gender equality	All Directions	Evidence of KPI definition and follow-up	KPI defined and monitored during the reference year
Make male and female workers aware of GE's importance	Make workers aware of the GEP	All Directions	Evidence of Plan sharing with all team. Express the GE principle in CeNTI's Code of Ethics and Conduct	By the end of 2023
	Organize an initiative with all CeNTI, aimed at the acceptance and promotion of GE	All Directions	Evidence of carrying out the initiative	Initiative carried out during 2023
Publicly assume, internal and externally, CeNTI's commitment to promoting GE	Make the GEP known to the outsider world	Administrative Council, Human Resources and Marketing&Communication	Evidence of Plan inclusion on CeNTI's website	By mid-2023
	Systematically write strategic documents, such as activities plan, rules, and regulations, so that they use inclusive language and present data related to human resources broken down by gender	Administrative Council, Human Resources and Marketing&Communication	Systemic texts review all regulations and strategic documents	All texts produced during 2023

## Equal Access to Employment

Objectives	Measures	Involved areas	Indicators	Target
Ensure the principle of equality and non-discrimination in access to employment	Create and implement an internal Recruitment & Selection (R&S) process that includes gender breakdown rules, in accordance with the elements identified in the employment contract terms	Human Resources	Evidence of internal procedure created and implemented. Registration of the R&S process under the employment contract terms	By the end of 1st half of 2023
Ensure an R&S process consistent with the principles of non-discrimination between men and women	Elaborate internal guidelines to guarantee, whenever possible, equity in gender representation in the selection teams	Human Resources	Incorporate standards into the R&S procedure	By the end of 2023
	Include in the procedure recommendations for the R&S teams to present, to the Boards, a Short List of candidates balanced in terms of gender representation and, ideally, with more candidates from less representative gender in the function in question, as long as there are candidates with suitable qualifications	Human Resources	Short List evidence according to recommendations	Internal procedure put into practice during 2023

## Initial and Continuous Training

Objectives	Measures	Involved areas	Indicators	Target
Ensure that the training plan promotes the GE	Include GE topics in the training plan that allow the entire team to be aware of the theme	Human Resources	Evidence of GE-promoting content in training programs and materials	By the end of 2023
Ensure that the Directors' training incorporates the GE	Include training modules that make it possible to increase management skills for GE, raising awareness of GE culture, namely in moments of performance evaluation, salary review, and career progression, contributing to the prevention of unconscious biases on these occasions	Directors	Evidence of existing GE-promoting modules	By the end of 2023

## Parental Protection

Objectives	Measures	Involved areas	Indicators	Target
Protect and promote parenting policies	Accompanying the return of male and female workers absent for long periods for reasons of taking leave related to parenting and ensuring their reintegration into the team, facilitating access to training, if necessary	All Directions and Departments	Follow-up documents	By the end of 2023

## Reconciliation of Professional and Private Life

Objectives	Measures	Involved areas	Indicators	Target
Promoting the reconciliation of the professional and private life of male and female workers	Pilot project for telework or hours concentration so they can reconcile professional and private life	Human Resources	Evidence of decision making	1st Semester of 2023
	Listening to male and female workers to identify and implement other measures that help the reconciliation of professional and private life	Human Resources	Short List with the initiatives for analysis	By the end of 2023

## Prevention of Harassment at Work

Objectives	Measures	Involved areas	Indicators	Target
Prevent and combat harassment at work	Active promotion of culture and practices to combat harassment, discrimination, or intimidation by holding a training and/or awareness session, or by disseminating documents on the theme	All Directions and Departments	Evidence of holding a training and/or awareness-raising session, or disclosing documents	Session held or documents shared and available in the intranet during 2023

## Plan Evaluation

The continuous monitoring and evaluation of the Plan are fundamental in its implementation process, allowing the assessment of the progress achieved and, if necessary, making adjustments.

This work will be carried out by the “working group GE”, created for this purpose and coordinated by the Human Resources department. This working group will be constituted by elements from different areas of CeNTI, in accordance with an equitable gender representation, and be responsible for collecting and analysing data, to monitor the progress indicators associated with each measure that makes up this Plan, proposing corrective measures once any situation that justifies it is identified.

The Administration

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