

GENDER EQUALITY PLAN (GEP)

Institute of Agricultural and Food Biotechnology – State Research Institute

1. Introduction

The Gender Equality Plan (GEP) of the Institute of Agricultural and Food Biotechnology – State Research Institute (hereinafter: the “Institute” or “IBPRS-PIB”) is a institutional strategic document setting out measures to ensure equal treatment of women and men, prevent and counteract all forms of discrimination, and integrate the gender dimension into the Institute’s scientific, organisational and managerial activities.

The Plan applies to all employees, doctoral candidates, collaborators and individuals involved in the implementation of research and innovation projects carried out by the Institute.

The Plan has been developed in accordance with the European Commission’s requirements for Gender Equality Plans applicable to organisations participating in European Union research and innovation programmes. It ensures that the Institute’s activities comply with eligibility conditions and implementation standards for projects funded by the European Union.

The Plan has been formally adopted by the Director of the Institute and is publicly available, in particular through publication on the Institute’s website.

Implementation of the Plan is based on a systematic approach and the principle of continuous improvement, taking into account organisational changes, monitoring results and the evolving requirements of funding bodies.

Legal basis and reference documents:

- a) Constitution of the Republic of Poland (Article 33 – equality of women and men),
- b) Labour Code (Journal of Laws 1974 No. 24, item 141, as amended),
- c) Act of 3 December 2010 on the implementation of certain EU provisions on equal treatment,
- d) Act of 30 April 2010 on research institutes,
- e) Directive 2006/54/EC of the European Parliament and of the Council,
- f) Regulation (EU) 2021/1060 of the European Parliament and of the Council,
- g) European Commission Strategy “A Union of Equality: Gender Equality Strategy 2020–2025”

The Institute has implemented internal regulations, including Work Regulations, Remuneration Regulations, and anti-bullying and anti-discrimination procedures.

These documents constitute the institutional framework for ensuring equal treatment and provide employees with mechanisms for reporting and addressing violations and seeking protection.

The Plan serves as a framework document and is implemented in conjunction with the Institute's internal regulations, in particular those relating to labour law, remuneration, and the prevention of discrimination and workplace bullying.

2. Analysis

Table 1. Distribution of women and men across staff categories (as at 31 December 2025)

Staff category	Men	Women	Total	Women (%)
Management	5	15	20	75%
Researchers (excluding management)	9	28	37	76%
Technical and laboratory staff	14	61	75	81%
Administration and support	26	80	106	75%
Total	54	184	239	77%

Source: IBPRS-PIB internal HR data.

2.1 Internal analysis

As of 31 December 2025, IBPRS-PIB employs 239 staff members, of whom approximately 77% are women.

A high proportion of women is also observed among research staff, technical and laboratory personnel, as well as in managerial positions.

This employment structure is typical of research institutions operating in the fields of biological sciences, chemistry and food technology, where women are strongly represented.

The Institute's actions focus on ensuring equal opportunities for women and men, maintaining balanced access to managerial, expert and project-related roles, and monitoring the employment structure to identify areas requiring further improvement, particularly in relation to remuneration, career progression and participation in research projects.

The Institute conducts periodic gender-disaggregated analyses of its employment structure, enabling the monitoring of trends and the assessment of the effectiveness of implemented measures.

2.2 External context

At both European and national levels, legal frameworks require the elimination of gender-based barriers in employment and career development. In implementing projects funded by national and European sources, the Institute complies with EU horizontal principles, including equal opportunities, gender equality, the Charter of Fundamental Rights of the European Union, and the United Nations Convention on the Rights of Persons with Disabilities.

3. Objectives of the Gender Equality Plan

The Plan focuses on the following objectives:

1. Ensuring equal treatment of women and men in recruitment, employment, career progression and remuneration.
2. Preventing all forms of discrimination, including harassment and workplace bullying.
3. Raising awareness of gender equality and eliminating stereotypes.
4. Supporting work-life balance.
5. Integrating the gender dimension into research and innovation activities.

These objectives are implemented in a manner proportionate to the Institute's employment structure, the nature of its activities and the results of ongoing monitoring and analysis.

4. Actions

Implementation of the Plan follows a systemic approach, involving coordinated actions in human resources management, training, research, and internal and external communication. The Plan is implemented in a manner ensuring its integration with the Institute's management system, particularly in the areas of human resources management and the implementation of research and innovation projects.

Activities under the Plan are implemented in stages and subject to regular review and consultation with staff. Particular emphasis is placed on:

- a) ensuring balanced gender representation in committees and project teams;
- b) integrating the gender dimension into research and innovation activities, where relevant, including assessing its significance for research methodology, data analysis and interpretation of results, and providing appropriate justification where it is not relevant;
- c) conducting annual analyses of gender balance in employment and reporting to the Director and the Scientific Council;
- d) ensuring accessible procedures for reporting discrimination, harassment and workplace bullying;
- e) promoting flexible working arrangements and supporting staff returning from parental leave;
- f) supporting women in science, including in publication activities and participation in international projects;

- g) adapting working conditions and infrastructure to the needs of people of different ages and abilities and with different family situations;
- h) supporting equal access for women and men to managerial and expert roles;
- i) ensuring that gender equality principles are reflected in recruitment procedures and calls for academic positions.

Training activities are conducted on a regular basis and include, in particular, management staff, individuals involved in recruitment and promotion processes, project managers, and staff engaged in the implementation of the Plan.

The Director of the Institute is responsible for the implementation of the Plan, supported by management and relevant organisational units.

Implementation of the Plan is supported by dedicated organisational and human resources..

5. Monitoring and indicators

Monitoring of the Gender Equality Plan includes both quantitative and qualitative indicators, which are used to assess progress and support corrective actions. Indicators may be further developed, including through the introduction of target values or trend analysis over time.

Monitoring includes, in particular:

- a) the overall gender structure of employment;
- b) the proportion of women and men across staff categories, including management;
- c) the proportion of women and men in project teams and in project leadership roles;
- d) gender pay differences;
- e) implementation of training and awareness-raising activities;
- f) effectiveness of internal procedures related to discrimination, harassment and bullying;
- g) the number of reported cases concerning breaches of equal treatment principles.

Monitoring is conducted in a manner that enables the identification of trends and the evaluation of effectiveness over time.

Results of the analyses are periodically reviewed and form the basis for updating the Plan and for management decision-making.

6. Responsibility

The Director of the Institute, together with the Scientific Council, is responsible for the implementation and oversight of the Gender Equality Plan.

Operational responsibility for implementing gender equality principles in day-to-day activities lies with heads of departments and organisational units.

The Director ensures the organisational and human resources necessary for effective implementation of the Plan.

The Human Resources Department is responsible for collecting gender-disaggregated data and preparing periodic analyses in cooperation with the Institute's management.

Staff have access to procedures for reporting concerns or violations related to equal treatment through existing internal procedures.

7. Interpretation clause

The provisions of this Plan shall be interpreted in light of its purpose, namely to ensure equal treatment and compliance with the requirements of programmes funded, inter alia, by the European Union.

8. Final provisions

The Plan is subject to periodic updates, at least every two years, taking into account legislative changes, guidance from funding bodies, monitoring results and European best practices.

9. Summary

The Gender Equality Plan is a tool for implementing equal opportunities within IBPRS-PIB. Its implementation supports diversity in the workplace, prevents discrimination and fosters professional development.

The Plan contributes to improving the quality of research, enhancing transparency in management processes and strengthening the Institute's position as a modern and socially responsible research organisation.

It also ensures compliance with gender equality requirements in programmes funded by the European Union and remains subject to ongoing evaluation and continuous improvement.

DYREKTOR



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