



University of Belgrade

The Institute of Chemistry, Technology and Metallurgy

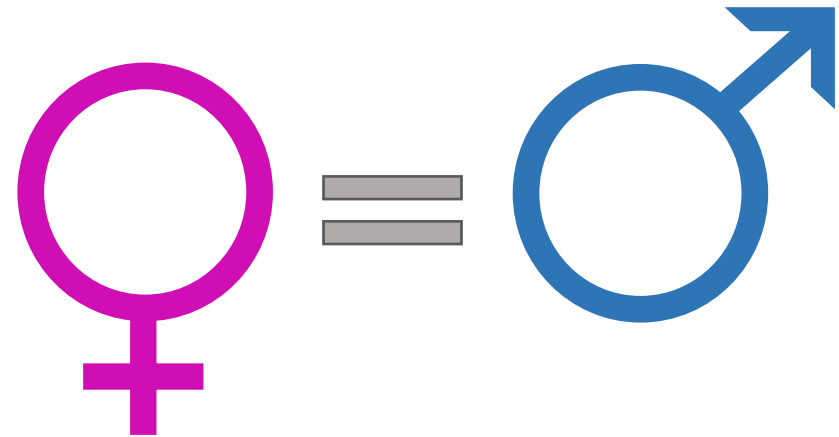
National Institute of the Republic of Serbia



The Gender Equality Plan for the Institute of Chemistry, Technology and Metallurgy

The Gender Equality Committee of the Institute of Chemistry, Technology and Metallurgy:

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Introduction

University of Belgrade, the Institute of Chemistry, Technology and Metallurgy, National Institute of the Republic of Serbia is an institution accredited for scientific research. Its mission is to achieve scientific excellence through basic and applied research in multidisciplinary fields related to chemistry, technology, metallurgy and ecology and their application in industry, medicine and environmental protection (with an emphasis on reducing pollution of water, air, soil and sediment and biomonitoring) and various other areas, including daily life. In addition, the mission of the Institute of Chemistry, Technology and Metallurgy is to expand high technologies within the institute's priority scientific areas at the national, regional and international level.

The Institute of Chemistry, Technology and Metallurgy is dedicated to creating and maintaining an environment in which human rights and freedoms are respected and in which mutual respect and equality is developed regardless of national origin, ethnicity, religion, age, gender, or any other personal traits.

In order to harmonize all activities of the Institute with the guidelines of the European Institute for Gender Equality regarding gender equality in academies and in scientific research¹ and with the guidelines of the European Commission's Strategy for Gender Equality for the period 2020-2025², the Scientific Council of the Institute of Chemistry, Technology and Metallurgy, at its session on 20th of May 2022, passed the Decision on the formation of

the Gender Equality Committee. The main task of this Committee is to draft and develop the Gender Equality Plan for the Institute of Chemistry, Technology and Metallurgy.

After the analysis of the gender structure of employees at the Institute of Chemistry, Technology and Metallurgy, as well as the analysis of the opinions and attitudes of employees in the field of gender equality, the Gender Equality Committee has developed the Gender Equality Plan for the Institute of Chemistry, Technology and Metallurgy for period 2022 – 2024.

Legal, institutional and strategic framework

The Gender Equality Plan of the Institute of Chemistry, Technology and Metallurgy was developed in accordance with the relevant institutional, national, European and world legal documents, strategies and criteria in this field, that are:

- Constitution of The Republic of Serbia³,
- Law on Prohibition of Discrimination⁴,
- Law on Gender Equality⁵,
- Law on the Protector of Citizens⁶,
- Labour Law⁷,
- Law on Prevention of Harassment at Work⁸,
- Law on Civil Servants⁹,
- Law on Science and Research¹⁰,

¹ <https://eige.europa.eu/gender-mainstreaming/toolkits/gear/step-step-guide>

² https://ec.europa.eu/info/policies/justice-and-fundamental-rights/gender-equality/gender-equality-strategy_en

³ „Official Gazette of the RS“, no. 98 from 10th November 2006;

⁴ „Official Gazette of the RS“, no. 22 from 30th March 2009, 52 from 24th May 2021.

⁵ „Official Gazette of the RS“, no. 52 from 24th May 2021.

⁶ „Official Gazette of the RS“, no. 105 od 8th November 2021.

⁷ „Official Gazette of the RS“ no. 24 from 15th March 2005, 61 from 18th July 2005, 54 from 17th July 2009, 32 from 8th April 2013, 75 from 21th July 2014, 13 from 24th February 2017 - CRS, 113 from 17th December 2017, 95 from 8th December 2018

⁸ „Official Gazette of the RS“ no. 36 from 28th of May 2010.

⁹ „Official Gazette of the RS“, no. 113 from 17th December 2017, 95 from 8th December 2018, 86 from 6th December 2019, 157 from 28th December 2020, 123 from 15th December 2021.

¹⁰ „Official Gazette of the RS“, no. 49 from 8th July 2019.

- Law regarding the ratification of the International Covenant on Civil and Political Rights¹¹,
- Law regarding the ratification of the International Covenant on Economic, Social and Cultural Rights¹²,
- Law regarding the ratification of the Convention on the Elimination of All Forms of Discrimination against Women¹³,
- The National Strategy for Prevention and Protection against Discrimination for the period 2022-2030¹⁴,
- The National Strategy for Gender Equality for the period 2021-2030¹⁵,
- The Strategy of Scientific and Technological Development of the Republic of Serbia for the period from 2021 to 2025 – “The Power of Knowledge”¹⁶,
- Directive (EU) 2019/1158 of the European Parliament and of the Council of 20 June 2019 on work-life balance for parents and carers and repealing Council Directive 2010/18/EU¹⁷,
- The Council of Europe Gender Equality Strategy for period 2018-2023¹⁸

In addition to the above mentioned national and international legal and strategic framework, the Institute of Chemistry, Technology and Metallurgy, as an institute within the University of Belgrade, harmonizes its activities with key documents of the University of Belgrade, such as the Statute, the Code of Professional Ethics and other important general acts in which, to some extent, integrated principles of gender equality and anti-discrimination policies are integrated. In addition, the University of Belgrade is also a signatory to the Declaration of Commitment to the principles of the

Recommendation of the European Commission on the European Charter for Researchers¹⁹ and Code of Conduct for the Recruitment of Researchers²⁰, whose goals are to ensure equal rights and obligations for academics as laid down by the *Charter*, as well as to ensure fair and transparent processes set out in the *Code*.

The state of gender equality at the Institute of Chemistry, Technology and Metallurgy before adoption of the Gender Equality Plan

The study of gender equality issues at the Institute of Chemistry, Technology and Metallurgy was conducted in co-operation with the Institute's administrative service, analysing available data. Insight into the available documentation found a lack of continuous monitoring of gender disaggregated data on personnel at the Institute. Therefore, the introduction of the procedure of regular collection of qualitative and quantitative data on employees sorted by gender is planned in the activities of this Plan for achieving gender equality.

Analysis of gender disaggregated data on all employees at the Institute of Chemistry, Technology and Metallurgy (Tables 1, 2 and 3) shows the extreme dominance of women among employees according to almost all analyzed parameters. On this basis, the long-term goal of this Plan is to

¹¹ „Official Gazette of SFRY“, no. 7/1971-73

¹² „Official Gazette of SFRY“, no. 7/1971-88

¹³ „Official Gazette of SFRY“ – International Agreements”, бр. 11/81

¹⁴ <https://www.rodnaravnopravnost.gov.rs/sites/default/files/2022-02/Strategija%20prevencije%20i%20zastite%20od%20diskriminacije%20za%20period%20od%202022-2030.%20godine.docx>

¹⁵ <https://www.rodnaravnopravnost.gov.rs/sites/default/files/2022-02/Nacionalna%20strategija%20za%20rodnu%20ravnopravnost%20za%20period%20od%202021-2030.%20godine.doc>

¹⁶ „Official Gazette of the RS“, no. 10 from 10th February 2021.

¹⁷ <http://data.europa.eu/eli/dir/2019/1158/oj>

¹⁸ <https://rm.coe.int/prems-093618-ubr-gender-equality-strategy-2023-web-a5/16808b47e1>

¹⁹ <https://euraxess.ec.europa.eu/jobs/chapter/european-charter>

²⁰ <https://euraxess.ec.europa.eu/jobs/chapter/code>

achieve a gender balance among employees of the Institute of Chemistry, Technology and Metallurgy.

Table 1. Gender disaggregated data (number and %) on personnel at the Institute of Chemistry, Technology and Metallurgy Data according to eight educational levels.

Levels of education	Number		%	
	M	F	M	F
8	50	105	32	68
7	12	37	24	76
6	3	5	38	62
5	0	0	0	0
4	7	6	54	46
3	0	0	0	0
2	0	0	0	0
1	0	3	0	100
0	0	0	0	0

However, an analysis of the gender structure of personnel at each of the Institute of Chemistry, Technology and Metallurgy Centres (Figure 1) showed gender imbalance among employees at four of the six centres. It is assumed that such a large gender inequality in these centres is due to a similar condition among students at universities where the future staff of the Institute of Chemistry, Technology and Metallurgy are dominantly educated. It is also assumed that this condition is due to gender stereotypes in our society, by which some professions are still traditionally divided into "male" and "female".

As a result of gender disaggregated data, it was concluded that achieving gender balance among employees of the Institute of Chemistry,

Technology and Metallurgy can be set as a long-term goal of this Plan, but only for four centers where gender imbalance was observed.

In the two centres of the Institute, gender equality between employees has been achieved and in these centres, measures should be taken to maintain this balance.

Table 2. Gender disaggregated data (number and %) on personnel at the Institute of Chemistry, Technology and Metallurgy Data according to position and academic/technical rank.

	Number		%	
	M	F	M	F
Total staff	75	161	32	68
Total researchers	65	143	31	69
Total researchers with academic rank	50	105	32	68
Full Research Professor	20	34	37	63
Associate Research Professor	18	29	38	62
Assistant Research Professor	12	42	22	78
Total PhD students (researchers without PhD thesis defended)	12	37	24	76
Research Assistant	9	20	31	69
Junior Researcher	3	17	18	82
Total technical staff	3	1	75	25
Principal technical associate	2	0	100	0
Senior Technical Associate	0	1	0	100
Technical Associate	1	0	100	0
Total administrative staff	10	18	36	64

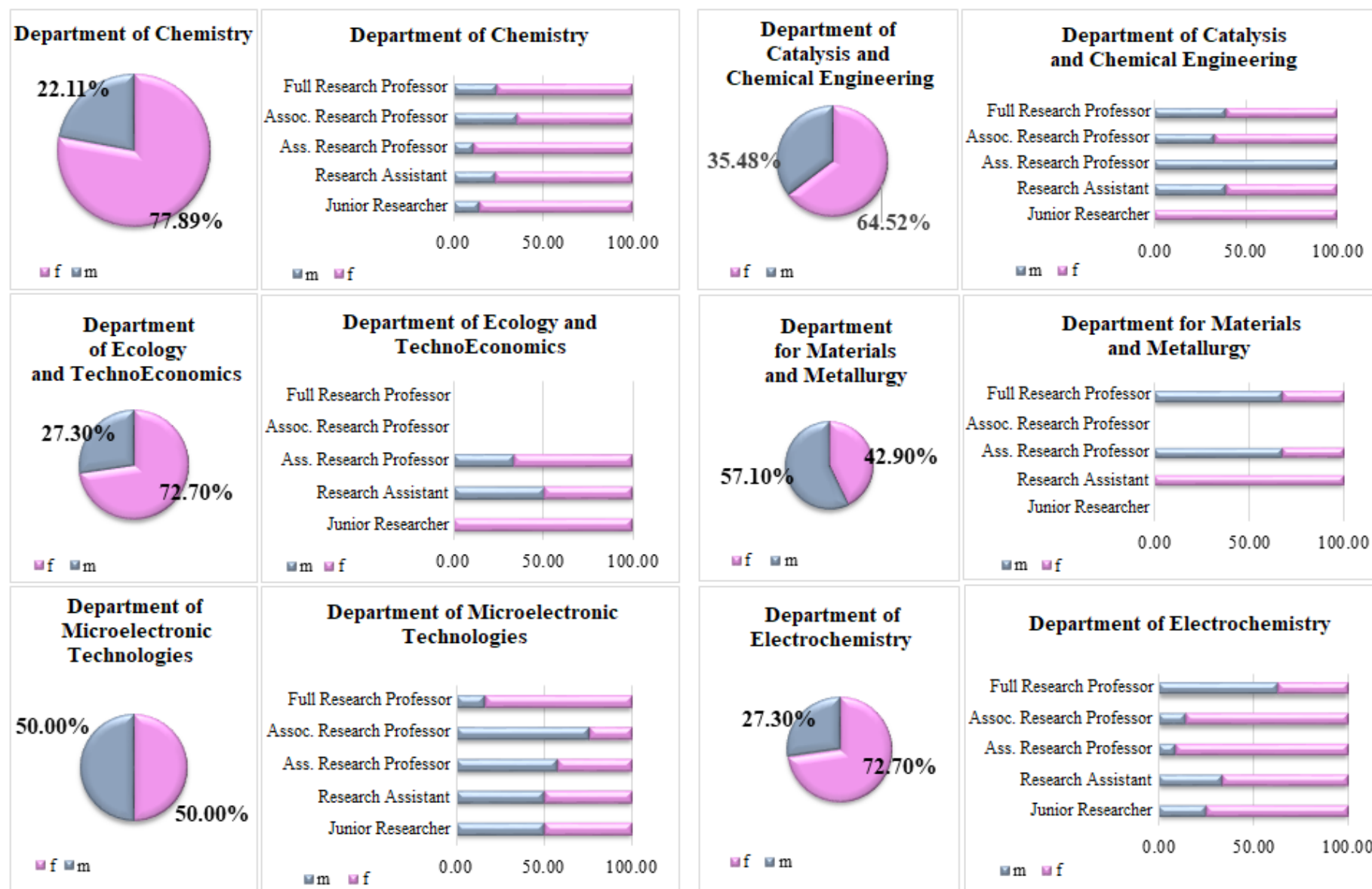


Figure 1. Gender disaggregated data (%) on personnel at ICTM departments according to eight educational levels

Analysis of gender equality at the Institute of Chemistry, Technology and Metallurgy by priority areas

Analysis of gender equality by priority areas was conducted at the Institute of Chemistry, Technology and Metallurgy in cooperation with the Institute's administrative service. Available data were analyzed and the results from a questionnaire filled out by employees were included in the survey. ICTM's personnel was asked to fill out the questionnaire on voluntary basis and to send it back anonymously, between 23th May and 27th May 2007. The survey was planned to include all employees of the Institute. However, 117 employees (49.58%) responded by sending completed questionnaire. Among the employees who participated in the survey, there were 27.35% of men and 72.65% of women.

Gender balance in senior management positions and in decision-making bodies at the Institute of Chemistry, Technology and Metallurgy

Analysis of both quantitative and qualitative data on gender structure in leadership and decision-making bodies of the Institute of Chemistry, Technology and Metallurgy showed that gender balance was not achieved among the Heads of Departments (Table 3). Similarly, in other bodies of the Institute the gender inequality was recorded. Based on these results, one of the main goals of this Plan is to improve gender balance in the leadership positions and positions related to decision making.

Table 3. Gender disaggregated data (number and %) on personnel of the Institute's management bodies

	Number		%	
	M	F	M	F
Director	0	1	0	100
Heads of Departments	4	2	66.7	33.3
Steering Board	6	1	86	14
Scientific Board	4	2	67	33
Scientific Council	9	19	32	68
Total for all management bodies	22	26	46	54

Gender equality in recruitment and career progression

The recruitment and career progression at the Institute of Chemistry, Technology and Metallurgy are carried out in accordance with the laws and regulations of the Republic of Serbia regarding the work of scientific institutes founded by the Republic of Serbia, under which men and women are fully equal.

Based on the questionnaire results, it can be concluded that more than 96% of men and more than 97% of women who participated in the survey, believe that men and women have an equal chance to be employed at the Institute.

The majority of the employees who participated in the survey confirmed that men and women employed by the Institute had equal chances of career progression (93.10% of men and 87.14% of women), and equal chances of promotion to leadership and decision-making bodies (93.10% of men and 84.29% of women). Also, a majority of male (93.10%) as well as female (94.29%) respondents think that persons have equal

chances of being elected as commission/board/working group members irrespective of their gender. Finally, the Institute's staff share a common ground upon which men and women employed at the Institute are equal in decision-making (93.10% of men and 95.71% of women). The majority of the respondents (more than 93% of men and more than 91% of women) confirmed that the participation of institute employees in projects, their attendance at symposiums and conferences, the distribution of formal trainings and opportunities for career development, and the distribution of work and teaching obligations among them are achieved independently of their gender status.

According to the results of the questionnaire, men and women have a similar opinion on how the work of men and women at the Institute is valued. A few respondents said that women's achievements at the Institute were underestimated (6.90% of men and 4.29% of women) or that the achievements of men at the Institute were underestimated (3.45% of men and 0% per cent of women).

The results of the questionnaire showed that women more often than men experience gender-based discrimination in career progression (12.86% of women and 3.45% of men). It was also observed that female respondents who have children experience gender-based career discrimination more often (23.33%) compared to respondents who do not have children (5.00%). These results will be used to create a better, gender-fair working environment, free from prejudice and gender stereotypes, which has been set as one of the goals of this Plan.

When it comes to the differences in salaries between women and men, the salaries of researchers employed at accredited scientific institutes founded by the Republic of Serbia are defined at the republic level. This basic income depends on research/scientific rank, and additionally, within

the same rank, of categories in which researchers are classified according to the number of scientific publications. In this sense, there are no differences in salary between women and men. Similarly, salaries of administrative and technical staff at accredited scientific institutes of the Republic of Serbia are also pre-determined, so this dimension is not prone to gender inequalities. However, some differences in income of both, research and technical staff, are possible, but they are result of different supplements based on years of work experience, not gender bias.

Personnell who participated in the study confirmed the equality between male and female employees at the Institute in their income (82.76% of male and 97.14% of female respondents said that men and women employed at the Institute receive equal pay for the same working position). Based on this analysis, one of the main objectives of this Plan is the promotion of gender dimension in organisational culture and working practice.

Work-life balance

93.10% of male and 72.86% of female respondents are satisfied with the balance between professional and private life, but the differences between men and women are noticeable. In the female population of employees, 33.33% per cent of women who are mothers are not satisfied with the balance between professional and private life, while in the group of women who do not have children, 22.50% per cent of respondents are dissatisfied with their work-life balance.

When it comes to the number of project application, there were differences among groups based on gender and childcare. Among women who participated in the survey, women who had children more often applied for projects in the previous 5 years (on average 1 time as a manager and 2.93 times as a project participant), than women who did not have

children (an average of 0.33 times as a manager and 2.08 times as a project participant).

Among the men who took part in the survey, men with children applied more frequently for projects in the previous 5 years, (an average of 1.33 times as a manager and 3.56 times as a project participant) than men who did not have children (an average of 0.18 times as a manager and 2.18 times as a project participant). During the previous five-year period, 24.14% of male respondents and 21.43% of female respondents were the principal investigators, while 72.41% of male respondents and 65.71% of female respondents were engaged as a researcher/scientists in a project.

Based on results of this analysis, an objective within this priority area is: Development of gender-fair working environment and work-life balance.

Integration of gender dimension in the scientific work

During the analysis of the state of gender equality in the Institute of Chemistry, Technology and Metallurgy, a lack of data related to the analysis of the gender dimension in the scientific work was noticed. Thus, one of the main activities of this Plan is continuous monitoring of scientific productivity of the ICTM's research staff. Achieving gender balance in scientific results realisation is planned by stimulating the less productive gender to achieve better results. Furthermore, achieving gender balance in research teams participating in the implementation of research projects is planned through education on the benefits of working in gender-balanced research groups and by increasing the visibility of projects with a successfully integrated gender dimension.

Gender-based violence, including sexual harassment

According to the results of the questionnaire, a large percentage of employees at the Institute (89.66% of men and 75.71% of women) believe that sexual harassment does not occur in this environment and that sexual harassment is not treated as something that should be silenced or hidden (93.10% of men and 81.43% of women). A large percentage of employees (44.83%) recognized that the Institute does not have effective rules in case of reporting sexual harassment. 55.71% of employees answered that they do not know whom to report in case he/she is sexually abused.

Specific activities are planned based on these results, starting from the establishment of a system to combat gender-based violence, and other forms of harassment and discrimination at the ICTM, creation of the Rulebook on prevention and protection against gender-based violence, and other forms of harassment and discrimination and the appointment of the Gender Equality Officer.

Basic elements of the Gender Equality Plan for the Institute of Chemistry, Technology and Metallurgy

Vision and objectives of the Gender Equality Plan for the Institute of Chemistry, Technology and Metallurgy

The Gender Equality Plan 2022 – 2024 aims to achieve gender balance and improve gender equality in all spheres of the ICTM's activities. Implementation of this Plan covers the following six areas:

1. Institutional environment
2. Gender equality in recruitment and career progression
3. Gender balance in senior management positions and in decision-making bodies
4. Work-life balance
5. Integrating the gender dimensions into research
6. Gender-based violence, including sexual harassment

Regular monitoring of the objectives achievement and implementation of the measures listed in the Plan will be a base for the annual reports envisioned in the Plan. Detailed analysis of gender equality at the Institute of Chemistry, Technology and Metallurgy and analysis of the realisation of the Gender Equality Plan 2022 – 2024 will be published in the second half of 2024. These documents will be a base for drafting the Gender Equality Plan at the ICTM for the coming period.

Dedicated resources

The Scientific Council of the Institute of Chemistry, Technology and Metallurgy will establish the Gender Equality Committee with a mandate

of 3 years. Members of the Gender Equality Committee will be selected from scientific, research and administrative staff. A member of the ICTM Legal Office will be included in the Board as well.

The Gender Equality Committee will be responsible for monitoring and implementation of the measures envisioned in the Gender Equality Plan.

The Gender Equality Plan: adoption and publication

The Gender Equality Plan 2022 - 2024 for the Institute of Chemistry, Technology and Metallurgy was adopted by the Scientific Board of the ICTM on 2nd June 2022. The implementation of the Plan will be supervised and co-ordinated by the Gender Equality Committee at the ICTM.

The text of the Plan in both languages, Serbian and English, as well as the related decisions, will be published on the Institute's website.

INSTITUTIONAL ENVIRONMENT						
Objective	Action	Responsibility	Indicators	Time frame		
				2022	2023	2024
Establishment of institutional structure for gender equality	Appointment of members of the Gender Equality Committee with a mandate of 3 years	- the Scientific Council of the Institute of Chemistry, Technology and Metallurgy	- the Gender Equality Committee established - the decision of the Scientific Council published on the Institute's website	√		
Promoting gender equality in institutional culture, processes and practices	Establishing a system for collecting gender disaggregated qualitative and quantitative data on personnel	- the Gender Equality Committee - Head of administration of the Institute -the ICTM Administrative Service	- the system for collecting gender disaggregated qualitative and quantitative data on personnel established		√	
	Continuous collection of gender disaggregated data on personnel	- the ICTM Administrative Service - the Gender Equality Committee	- the ICTM database with gender disaggregated data on personnel		√	√
	Creation of the ICTM guidelines for the use of gender-sensitive language in official communication, written documents and research process	- the Gender Equality Committee	- the ICTM guidelines for the use of gender-sensitive language created		√	√
Information Access	Creation and maintenance of an on-line platform dedicated to gender equality on the Institute's website	- the ICTM web administrators	- the ICTM on-line platform on gender equality created	√		
	Creation of annual reports and informing on the state of gender equality at the Institute	- the Gender Equality Committee - the ICTM web administrators	- annual report - data on gender equality at the Institute	√	√	√

GENDER EQUALITY IN RECRUITMENT AND CAREER PROGRESSION						
Objective	Action	Responsibility	Indicators	Time frame		
				2022	2023	2024
Promoting gender balance in staff recruitment and staff retaining	Continuous collection of employment data and gender-based analysis in vacancy applications	- the ICTM Administrative Service - the Gender Equality Committee	- the ICTM database with gender disaggregated data on personnel	√	√	√
	Monitoring the retention rate of employees and their career progression at the ICTM	- the ICTM Administrative Service - the Gender Equality Committee	- the ICTM database with data on retention rate and career progression of employees	√	√	√
Gender-fair working environments without prejudice and gender stereotypes	Organisation of training events on gender bias, stereotypes and prejudice for employees and members of decision-making bodies	- the Gender Equality Committee - the ICTM web administrators	- webinar/seminar/workshop organised		√	√
	Presenting examples of good practice of gender-fair working environments	- the Gender Equality Committee - the ICTM web administrators	- presentations - posters		√	√
	Presenting examples of good practice with focus on female researchers and scientists	- the Gender Equality Committee - the ICTM web administrators	- presentations - posters		√	√

GENDER BALANCE IN SENIOR MANAGEMENT POSITIONS AND IN DECISION-MAKING BODIES						
Objective	Action	Responsibility	Indicators	Time frame		
				2022	2023	2024
Improving gender balance in senior management positions and in decision-making bodies	Organisation of training events on the importance of gender balance in senior management positions and in decision-making bodies for employees, members of governing bodies and decision-makers	<ul style="list-style-type: none"> - the Gender Equality Committee - the ICTM web administrators 	- webinar/seminar/workshop organised		√	√
	Empowering a gender that is less represented in senior management and decision-making bodies to take over leadership positions	<ul style="list-style-type: none"> - the Gender Equality Committee - the ICTM web administrators 	- webinar/seminar/workshop organised		√	√
	Organisation of training aimed at the acquisition of knowledge and skills in management	<ul style="list-style-type: none"> - the Gender Equality Committee - the ICTM web administrators 	- webinar/seminar/workshop organised		√	√

WORK-LIFE BALANCE						
Objective	Action	Responsibility	Indicators	Time frame		
				2022	2023	2024
Gender-fair working environment and work-life balance	Organisation of training events on the importance of work-life balance for employees, members of governing bodies and decision-makers	- the Gender Equality Committee - the ICTM web administrators	- webinar/seminar/workshop organised		√	√
	Designing of flexible working models (flexi-time, home working)	- Director of the Institute	- decision on establishing flexible working models (flexi-time, home working)		√	
	Enhancing IT support aimed to improve employee connectivity during home working	- the ICTM web administrators	- IT Support Plan		√	

INTEGRATING THE GENDER DIMENSION INTO RESEARCH						
Objective	Action	Responsibility	Indicators	Time frame		
				2022	2023	2024
Gender balance in achieving high scientific productivity	Continuous monitoring of scientific productivity of employees and stimulating less productive gender to achieve better results	<ul style="list-style-type: none"> - the Scientific Council of the Institute of Chemistry, Technology and Metallurgy - the Gender Equality Committee - the ICTM web administrators 	<ul style="list-style-type: none"> - the ICTM database with gender disaggregated data on the number of published papers and granted projects - webinar/seminar/workshop organised 	√	√	√
Gender balance in research groups participating in scientific projects	Raising awareness of the issues related to working in gender-balanced research groups	<ul style="list-style-type: none"> - the Gender Equality Committee - the ICTM web administrators 	- webinar/seminar/workshop organised		√	√
	Increasing visibility of projects with a successfully integrated gender dimension	<ul style="list-style-type: none"> - the Gender Equality Committee - the ICTM web administrators - principal investigators 	<ul style="list-style-type: none"> - public project presentation - project information posted on the Institute's website 		√	√

COMBATTING GENDER-BASED VIOLENCE, INCLUDING SEXUAL HARASSMENT						
Objective	Action	Responsibility	Indicators	Time frame		
				2022	2023	2024
Establishing a system to combat gender-based violence, and other forms of harassment and discrimination at the ICTM	Creation of the Rulebook on prevention and protection against gender-based violence, and other forms of harassment and discrimination	- the ICTM Legal Office	- the Rulebook created		√	
	Appointment of the Gender Equality Officer	- the Scientific Council of the Institute of Chemistry, Technology and Metallurgy	- decision on appointment of the Gender Equality Officer		√	
Information access	Publishing of the relevant legal documents on the institute's website	- the Gender Equality Committee - the ICTM web administrators	- the policy documents covering measures to combat gender-based violence including sexual harassment published on the institute's website		√	

In Belgrade, 2nd of June 2022



Dr Jasmina Stevanović, Full Research Professor
Director of the Institute of Chemistry, Technology and Metallurgy