

GENDER EQUALITY PLAN
at Scientific and Research Centre for Fire Protection
– National Research Institute

Contents

| | |
|---|---|
| Introduction..... | 2 |
| Initial diagnosis for CNBOP-PIB..... | 3 |
| Objectives, Measures, Indicators, Monitoring..... | 6 |
| Summary..... | 7 |

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1. INTRODUCTION

The Gender Equality Plan at Scientific and Research Centre for Fire Protection – National Research Institute (CNBOP-PIB) is a document supporting the CNBOP- PIB's operation in accordance with the principles of equality and diversity. The main objective of the plan is to build a friendly, discrimination and bias-free working and learning environment. The CNBOP-PIB's proposed activities also aim to develop gender competence and combat unconscious gender bias among staff, the Institute's directorate and management, create working groups on specific topics and raise awareness through communication activities. This document is to assist all staff (seconded officers and civilian employees) to develop academically and personally without obstacles.

According to the European Commission's guidelines^{1,2,3} the Gender Equality Plan is a document that contains a set of actions to: assess and/or analyse existing practices and procedures to identify gender biases, identify and implement innovative strategies to correct any biases, and set targets and monitor progress in promoting gender equality based on appropriate indicators. The Gender Equality Plan developed takes into account the above requirements of the European Commission and good practices in the field of gender equality, while the objectives, actions and indicators were adapted to the needs and capabilities of the CNBOP-PIB.

The CNBOP-PIB complies with all legislation on equal treatment of employees in employment. Employees have equal rights for equal performance of the same duties, and this applies in particular to equal treatment of men and women in employment. Detailed information for the CNBOP-PIB employees on equal treatment in employment is available on the CNBOP-PIB intranet site.

¹ Directive 2006/54/EC of the European Parliament and of the Council of 5 July 2006 on the implementation of the principle of equal opportunities and equal treatment of men and women in matters of employment and occupation (recast).

² Communication from the Commission to the European Parliament, the Council, the European Economic and Social Committee and the Committee of the Regions - A reinforced European research area partnership for excellence and growth (COM(2012) 392 final).

³ Horizon Europe Guidance on Gender Equality Plans (GEPs), September 2021.

2. INITIAL DIAGNOSIS

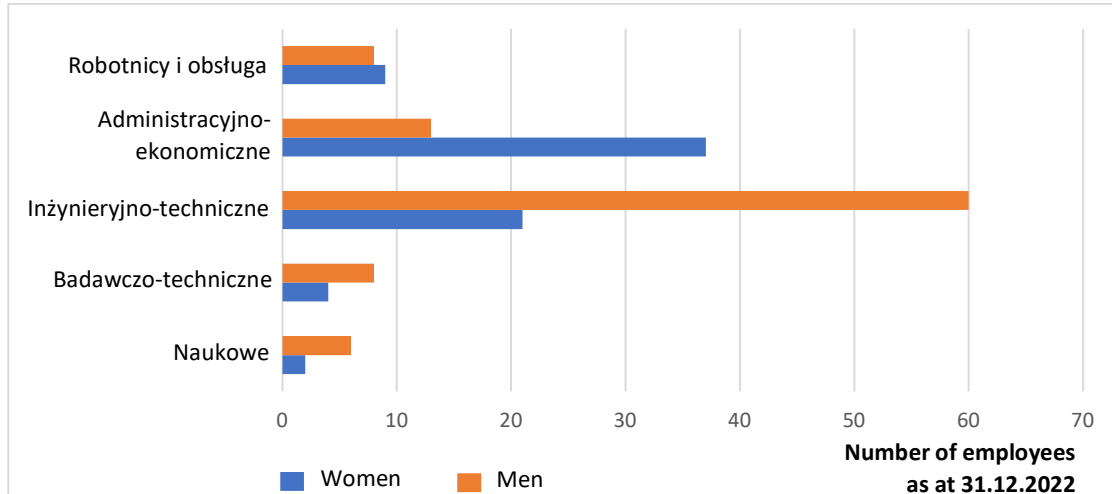
Description and analysis of the structure and procedures

As part of the hard data analysis, the employment structure, recruitment procedures, salaries and scientific and service activities at the CNBOP-PIB were analysed.

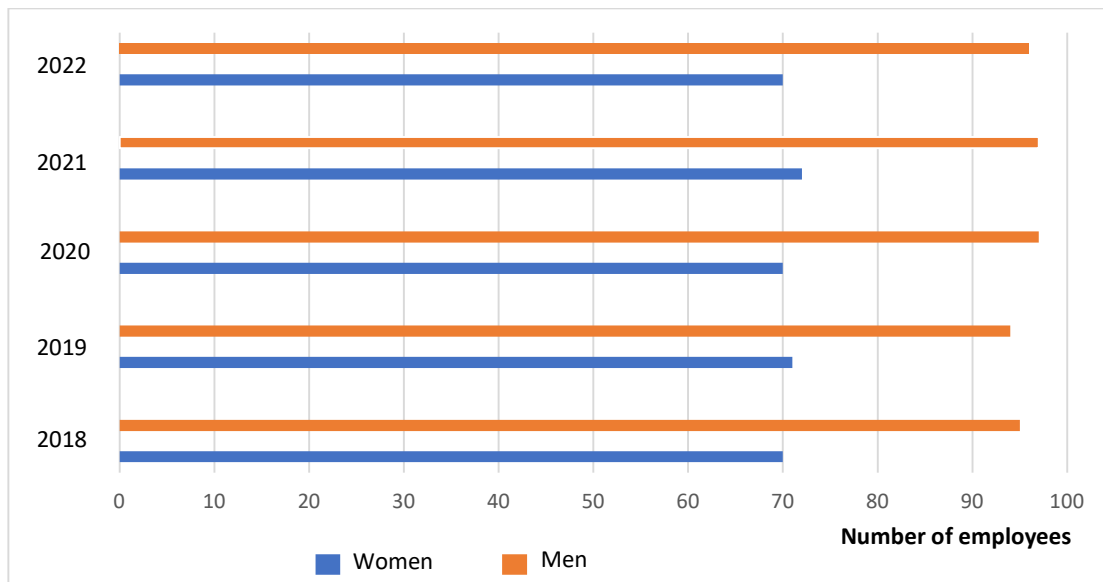
Recruitment and employment of staff for scientific positions at the CNBOP-PIB takes place in accordance with the Act of 30 April 2010 on research institutes (i.e. Journal of Laws 2022.498, as amended) and the Articles of Association. The CNBOP-PIB also has Regulations against mobbing and discrimination at the CNBOP-PIB introduced by Director's Order No. 9/2016 of 21 July 2016, together with amending Order No. 24/2017. The CNBOP-PIB is also governed by the CNBOP-PIB Code of Ethics introduced by Director's Order No. 38/2018 of 30 November 2018.

The basic principle applied in the recruitment process for all positions at the CNBOP- PIB is to assess the candidate on the basis of his/her education, professional experience, substantive and interpersonal competences. The result of such an employment policy, which complies with ethical standards and is non-discriminatory on the basis of gender, is that balanced employment of women and men has been maintained for many years. Employment in management positions is equally balanced.

The CNBOP-PIB's staff consists of scientific, research and technical, engineering, administrative and economic employees, as well as labourers and service staff. As of 31 December 2022, the CNBOP-PIB employed 155 civilian staff and had 11 Fire Service officers on duty. The total headcount is 166, including 70 women (which represented 42% of the total) and 96 men (58% of the total).



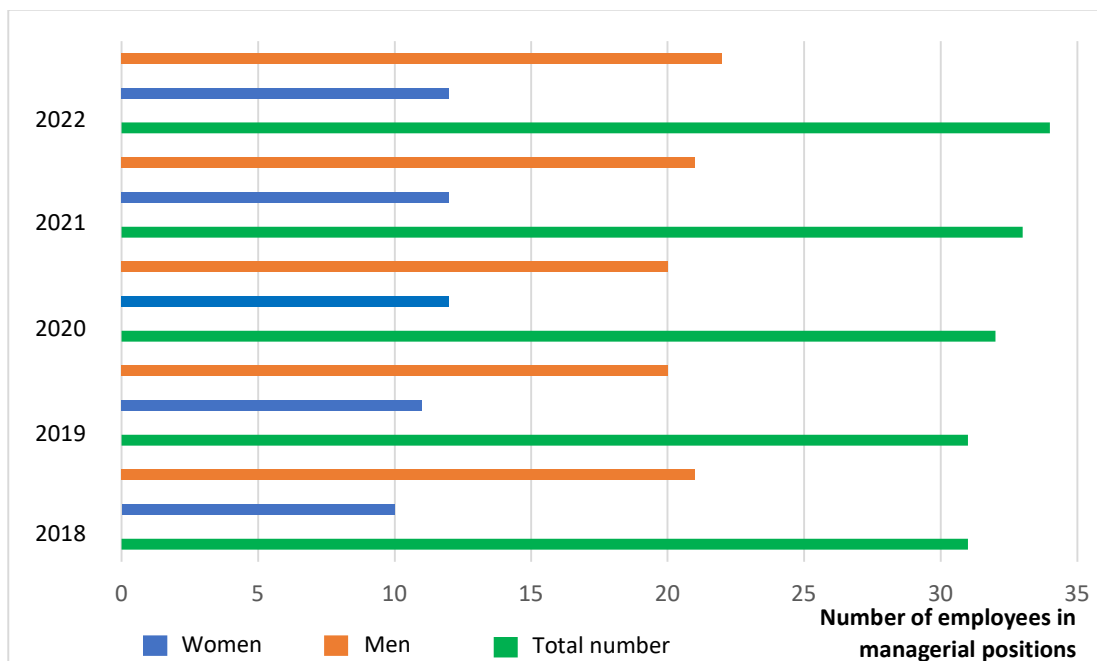
More women work in administrative and economic positions, while men predominate in scientific, engineering, research and technical, service and labourer positions. The structure is comparable over the last five years, i.e. from 2018–2022.



When analysing the employment structure of the research staff group, the positions of Professor, Institute Professor and Assistant Professor can be distinguished. The title of professor conferred by the President of the Republic of Poland is held at the CNBOP-PIB by 1 person – a woman. For the post of institute professor, the distribution among women and men includes 1 woman and 1 man. In contrast, four men are employed in the position of assistant professor. In the group of research staff, the ratio of women to men is 0.29.

The Institute's directorate consists of the Director (male) and his two deputies (male). With regard to other management positions, the functions of heads and deputy heads of plants, departments, Quality/Academic Affairs Officers, Chief Accountant, the proportion of women to men is 12:19. This structure has followed a similar pattern over the last five years, i.e. from 2018–2022.

It should be noted that the CNBOP-PIB is a place where both civilian employees and officers appointed by the Minister of Internal Affairs and Administration work, as well as officers of the Fire Service Headquarters delegated to serve at the CNBOP-PIB in different groups of positions. The specific nature of the research carried out at the CNBOP-PIB, especially in the field of fire and explosion, determines the increased proportion of men carrying out the work indicated.



The CNBOP-PIB Scientific Council is a decisive, initiating, consultative and advisory body of the CNBOP-PIB within the scope of statutory activity and in matters of developing scientific, research and technical staff. The composition of the Scientific Council was in 50% selected from the CNBOP-PIB staff in an election. The remaining composition consists of members who are not employees of the CNBOP-PIB, but have been appointed by the Minister of the Interior and Administration and the Minister of Education and Science. Among the members of the Scientific Council elected from among CNBOP-PIB employees, women account for 33%.

There is no gender pay differentiation at the CNBOP-PIB and salaries depend solely on the position occupied, moreover, none of the remuneration components introduced in the remuneration regulations are gender-specific.

3. OBJECTIVES, MEASURES, INDICATORS, MONITORING

The gender equality plan takes into account aspects such as organisational culture, gender balance at managerial and decision-making level and during recruitment and career development. It is also necessary to address the inclusion of the gender dimension in research content, as well as prevention of gender-based violence, including prevention of harassment. The activities carried out aim to raise awareness and the importance of gender equality issues, equal opportunities for women and men. Promoting the right attitudes to counteract discrimination and its effects and fostering attitudes of mutual respect and understanding is intended to build a friendly working environment free of prejudice.

PURPOSE. Maintain a balanced level of gender participation in research and administrative work

| Actions | Indicators | Monitoring | Responsibility/Cooperation |
|---|--|--|---|
| Employment monitoring | Number of women and men employed | Annual human resources data compilation | Head of the Department of Personnel and Organisational Affairs (DO) |
| Raising awareness of career opportunities | Developing principles for proactive measures to promote career development | Publication of annual information using the principles developed | Strategy Officer/Organisational Heads of Unit |

4. SUMMARY

The gender equality plan was based on collected evidence and baseline data split by gender, including all CNBOP-PIB employees. Analyses were made of, among other things, the Institute's organisational culture, gender balance at management and decision-making level, gender balance in recruitment and career development, the integration of the gender dimension into research content and the prevention of gender discrimination. The analysis also took into account the specificity of the CNBOP-PIB's operation and tasks resulting from its Articles of Association and organisational structure. The introduction of the Gender Equality Plan, in addition to quality policy, impartiality and confidentiality policy, anti-corruption policy or privacy policy, indicates the CNBOP-PIB's commitment to gender equality and a strong commitment to preventing discrimination or mobbing.

The monitoring and evaluation of the activities will allow the progress of the set activities to be determined and will enable continuous improvement at the CNBOP- PIB.

The implementation of the Gender Equality Plan for the CNBOP-PIB is scheduled for 2023–2025.

Director of CNBOP-PIB
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