

**VRI Gender Equality Plan 2022–2026**  
Veterinary Research Institute

**GEP 2023 Assessment**



HR EXCELLENCE IN RESEARCH

**2024**

# Evaluation of the implementation of GEP 2023

## 1. Highlights concerning the GEP

The VRI Gender Equality Plan (GEP) was approved on 20 June 2022 and was published on the Institute's website in the section

[https://www.vri.cz/wp-content/uploads/2022/06/VRI\\_Gender-Equality\\_Plan\\_GEP\\_2022\\_2026.pdf](https://www.vri.cz/wp-content/uploads/2022/06/VRI_Gender-Equality_Plan_GEP_2022_2026.pdf) .

As an institution that promotes the implementation of the HRS4R strategy and following the HR Award, we strive to conduct HR processes by the requirements for quality HR management according to the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers.

Our ongoing commitment is to promote effective HR practices, particularly through HR support to all staff. Following the ongoing implementation of the [HRS4R strategy](#) according to the approved Action Plan (AP), the field of equal opportunities is also one of the areas of progress.

## 2. Activities implemented and area supported for GEP implementation

### Areas of GEP support - implementation of activities within 2023

#### a) work-life balance

- support for flexible work forms (clear rules on the availability of flexible regimes, consideration of the needs of parents with young children when they are set up, formalised home office rules),
- development of technical infrastructures (VPN, other IT support tools),
- early career development (job orientation, adaptation plan, mentoring development, grant writing courses, support of the role of female and male principal investigator, support of developing leadership skills),

#### b) balance between men and women in leadership and decision-making

- increasing women's motivation to be represented in leadership positions,
- revision of the institution's VRI Board election rules, taking into account the reserves that could be the cause of the lack of active support and participation of women voters and electors, the number of proposals received from proposers, and, where appropriate, the revision of the options for the way absent workers and workers (fathers, mothers on parental leave) are elected,

#### c) gender-sensitive language in public spaces

- gender sensitive language adjustment (websites, job advertisements, communication with male and female candidates in selection procedures)
- open advertising of positions, gender neutral advertising

**d) gender equality in recruitment and career opportunities**

- information support and wider presentation of potential participation in selection procedures for leadership positions (campaign to promote women for leadership positions)
- targeted effort to represent both genders among applicants

**e) training and development to promote equal opportunities**

- prevention against gender-based violence, including mobbing, bossing, etc.
- providing of education and promotion of information exchange on equal opportunities

**(a) work-life balance**

Promotion of flexible forms of work (clear rules on the availability of flexible arrangements, taking into account the needs of parents with young children when setting up, formalized office rules)

**completed 12/2023**

On 12/9/2023, LABOUR CODE No. 262/2006 Coll., as amended „Zákoník práce“ was approved, the main objective of which was to ensure that employment relationships become more flexible. This amendment became applicable as of 1 October 2023, except for certain provisions that became active as of 1 January 2024. Following the new requirements of the labor legislation, changes were made to our internal regulations and were taken into account and incorporated into existing internal rules. The system for flexible work options has been adapted to the requirements of distance working as originally introduced. Board of Director 10/2023 Item No. 10, updated edition of the Work Rules as of 1/1/2024 and Director's Order No. 1/2024 - modification of the Remote Work Regime.

**Development of IT infrastructures (VPN, other IT support tools)****discontinued 05/2023**

Interrupt selection of the provider of the HR and payroll system including the scheduled implementation and deployment in the second half of 2023. Implementation of the activity following the need to replace the existing PIS, which did not meet the future needs due to the current requirements and demands of the services provided. This was due to the cancellation of the contract by the PIS supplier who was unable to link the new system to the existing infrastructure and organizational structure according to the original agreed price framework.

**ongoing 07 - 12/2023**

Implementation of a new tool in the form of an internal information system - VRI Cloud and intranet to support information sharing, support remote access to repositories. Currently used for data backup and file sharing within the Institute and external vendors. Includes team collaboration, chat and video conferencing within our server. A manual for further use of the applications and tutorials on file and folder sharing will be developed over time. Director's Council dated 07/2023, action nr..27, 09/2023, action items nr.26 and nr.27, 11/2023, action items nr.38 and nr.39. Further expansion of functionality and implementation within the Institute will continue in 2024.

Early adaptation and development (job orientation, adaptation plan, mentoring development, grant application writing workshops, support in the role of project leaders, support in learning soft skills).

**completed 01/2023,12/2023**

A guide for new employees to support orientation to the workplace and facilitate the adaptation process, particularly in the early stages of adaptation. In cooperation with members of the HR Award teams and with the support of the contact persons in the research departments and units, an information booklet was published as a guide for new employees. This is designed as a new tool to support new colleagues joining our workplace. Providing the necessary information in an appropriate form is a good basis for a quick orientation and also acts as an initial trigger for further inquiries from newcomers. The document is available on the VÚVeL website - section ABOUT US - HRAWARD - DOCUMENTS - Guide for new employees. The guide has been prepared in Czech language and English language on the website under ABOUT US - HRAWARD - DOCUMENTS section Details regarding implementation were presented at the Director's Council 01 and 12/2023.

**(b) gender balance in leadership and decision-making**

Increasing the motivation of women's aspirations to be in leadership positions

**Completed 03/2023, 06/2023**

A public document on Recruitment and Selection Policy and Principles of Open and Transparent Procedures (OTM-R) has been released. Above the overall definition of the selection process, practices in the area of promoting non-discrimination and equal opportunities were taken into account and described. Date of release 6.3.2023 - public document

[https://www.vri.cz/wp-](https://www.vri.cz/wp-content/uploads/2023/05/00)

[content/uploads/2023/05/00 Politika prijimani a vyberu zamestnancu Kodex naboru V UVeL.pdf](https://www.vri.cz/wp-content/uploads/2023/05/00)

A new document - Internal Directive No. 32 System of Recruitment and Selection of New Employees (1 June 2023) - regulates the internal process of selection procedures for the employees of the VRI and is mandatory for all employees of the Institute.

Distribution in the management and decision-making bodies of VRI

Status 31 December 2023

Heads of departments and head of units: 8 men, 2 women

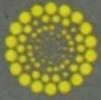
Heads of research groups: 9 men and 5 women

Members of the Institutional Council: 11 men and 4 women

Members of the Supervisory Board: 8 men

Director: male

Deputy Director: female



## c) gender-sensitive language in public space

Adjustment of gender-sensitive language (websites, job advertisements, communication with male and female candidates in selection procedures)

### completed 03/2023

Document committed to a Recruitment and Selection Policy and Open and Transparent Procedures Policy (OTM-R). Where differentiation is needed or where specific groups are targeted, we take into account gender-sensitive language, including establishing and promoting other non-discriminatory practices in the recruitment process. Generalizations in communication are used particularly where the content of the message is aimed at all stakeholders and the message, including the form used, does not need or make sense to proceed to a more detailed differentiation. Public document released 03/2023.

### Ongoing

News section of the VRI website (czech section) - actual communications, reports and statements are prepared in the appropriate format in the context of the level of detail and depth of resolution. Each message is reviewed and checked for clarity of content, including editing and unification of visual style, prior to publication.

## (d) gender equality in recruitment and career opportunities

Information support and promotion of possible participation in leadership roles (campaign to promote women in leadership roles) and targeted efforts to ensure that both genders are represented among applicants

### completed 06/2023

1 June 2023, Internal Directive No. 32 System of Recruitment and Selection of New Employees was issued, which mandatorily regulates the internal selection process of VRI employees. The system is based on defined recruitment and selection policies and the principles of open and transparent procedures. The aim was to describe in detail the different stages of the selection procedure, defining the internal recruitment process including the method of communication and cooperation.

## (e) training and development to promote equal opportunities

Providing training and promoting the exchange of information in the field of equal opportunities, including activities to support the balancing of work and private life.

## Offer of various outdoor activities for the children of our employees

### **completed 07/2023**

From 10 July - 14 July 2023, we successfully held a week full of activities, adventures and trips to see animals and more for our employees' children. As part of the summer residential camp, our institute prepared, organized and hosted the whole event with the financial support of the Ministry of Agriculture. The main mission of the camp was wandering through nature and meeting animals in the colours of summer. The aim of the camp was to introduce the children in an attractive way to the areas related to the agenda of our Institute and the importance of agriculture for society. The children were well looked after by our staff members all the time. Director's Council 08/2023

## Contact meeting and return to the workplace

### **Completed 10/2023**

We held our traditional "moms" meeting, an event for our female employees who are currently on maternity or parental leave. The purpose of these meetings is to provide a background and informal atmosphere for the children, to allow and facilitate contact with the workplace, to provide a space to meet together with the children in the workplace and to visit with colleagues. There is always room within the meeting to provide information on current topics, complete necessary paperwork and pass on urgent documents. Director's Council 10/2023.

## Voluntary help in nature

### **Completed 10/2023**

As a group of employee volunteers, we have offered to provide a helping hand in restoring the forests in our area. The goal of the collectively planned event was to highlight the importance of the daily work involved in restoring our forests. Especially from among our female employees came the main helping force, which contributed significantly to the successful realization. In the interest of voluntary involvement and assistance, our female colleagues have therefore significantly exceeded the initiative of their male colleagues and a balance in the effort seems to be far from being in sight. Council of Directors 11/2023.

## Charitable activities of our employees

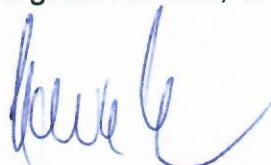
### **Completed 12/2023**

A fundraiser was organized by VRI employees to help those in need in the form of a Christmas gathering, which ended with a fundraiser. Participation and involvement in the charity event was from active employees as well as parents on maternity or parental leave. The purpose was to enable a common meeting in an informal atmosphere even before the end of 2023. Council of Directors 12/2023.

The activities listed in this evaluation were planned and implemented during 2023, based on previous experience and feedback from our employees during implementation. The actual realisation of the activity was mainly due to the support and interest of our employees.

Through the active promotion by the Institute's management, interesting meetings could take place during the year and the Institute's cooperation in new areas could be strengthened.

**Created by:** Ing. Jiří Kolísek, VRI HRS4R coordinator

Signature:  Date: 30.1.2024

**Reviewed by:** MVDr. Martin Faldyna, Ph.D., VRI Director

Signature:  Date: 30.1.2024



THE VRI GENDER EQUALITY PLAN 2022-2026 (GEP) BUILDS ON THE IMPLEMENTATION OF THE PLANNED ACTIVITIES UNDER THE HRS4R ACTION PLAN.