

DIVERSITY AND INCLUSION AT EIGE

Action plan 2022-2023

Background information

In December 2020 EIGE received a proposal (via the EU Agencies Network Shared Support Office – EUAN SSO) to join the Women’s Network for EU Agencies, initiated by the European Union Agency for the Cooperation of Energy Regulators (ACER) and the European Union Agency for Criminal Justice Cooperation (EUROJUST). The Network aimed to be a supportive environment for women in management positions (a social aspect) and to address the issues of gender balance at the management level (an operational aspect) in EU Agencies. Based on the initial plan, EIGE’s Head of Operations joined the initiative. After the informal meeting in January 2021, the original idea of the Women’s Network evolved to a proposal to establish the EUAN Working Group on Diversity and Inclusion, following the Commission’s proposal of the new HR Strategy.¹ The Strategy, among others, aims at promotion of diversity and inclusion in the working environment, based on the EU values and fundamental principles of non-discrimination and promotion of equality between women and men, as established in the EU Treaties and the Staff Regulation.

The EUAN Working Group on Diversity and Inclusion was established in early 2021, with a nomination of the Chair (HoAdmin, ACER) and Co-chair (HR officer, EUROJUST), and a mandate to draft the Diversity and Inclusion Charter and Action Plan for 2021. Membership and participation in the WG is voluntary and open to all EU Agencies/Joint Undertakings. Administrative support to the WG is provided by the EUAN SSO. EIGE is represented by HoOPER and HR officer. The Heads of Agencies Network endorsed the Working Group and its activities.

At EIGE, a working group with the representatives of all units was set up in September 2021 to draft EIGE’s Diversity and Inclusion action plan. The internal consultation of the plan with all the units was done in November 2021. EIGE’s D&I working group will continue to support the implementation and monitoring of the action plan.

Rationale

EIGE is an equal opportunities employer, committed to promoting gender equality and ensuring equal treatment and equal opportunities without distinction on any ground (e.g. gender, race, colour, ethnic or social origin, genetic features, language, religion or belief, political or any other opinion, membership of a national minority, property, birth, disability, age or sexual orientation), and considers these to be the key principles of its organisation and functioning. EIGE is also dedicated to promoting diversity and inclusion in its working environment and organisational culture, which values every staff member and offers them the opportunity to attain their full potential in the workplace. Gender equality, non-discrimination, diversity and inclusion are the values and standards EIGE follows and promotes in its internal and external activities.

At EIGE, we consider non-discrimination and promotion of equal opportunities as core aspects of our vision and mandate as the European knowledge centre for gender equality. Fostering diversity and gender equality are our two interconnected efforts: only by recognising and valuing differences through inclusion, we can ensure equal

¹ Adoption of the new COM HR Strategy is expected in January 2022.

access to opportunities and address people's differing needs and capabilities. Gender equality can only be achieved by adopting an intersectional perspective, taking into account those intersecting dimensions of identity and diversity that can influence individual access, experiences and outcomes in the workplace and beyond.

EIGE's Diversity and Inclusion action plan follows the mission and approach of the EUAN Working Group Action Plan titled "A Better Workplace for All: from Equal Opportunities towards Diversity and Inclusion". EIGE's plan includes objectives and activities that fit in with the five main areas of the European policy on Diversity and Inclusion: 1. cross cutting measures; 2. gender equality; 3. persons with disabilities and staff with disabled dependents²; 4. LGBTIQ+; and 5. underrepresented age groups among staff. The action plan also takes into account EIGE's results from the EUAN staff survey on Diversity and Inclusion, shared in summer 2021.

This action plan covers the period 2022 – 2023, with some initial activities already planned for December 2021. A mid-term assessment will be done after the 9-month pilot period, with an aim to review the activities and amend the plan if necessary.

²When referring to this category EIGE uses other terminology following the recommendations from our stakeholders, "staff with family members with disabilities in need of care"

| Diversity and Inclusion at EIGE | | | |
|--|----------------|-------------------|------------|
| Action plan 2022 - 2023 | | | |
| Activities | Responsibility | Deadline/Target | Indicators |
| Objective 1: Promote diversity and inclusion among all staff | | | |
| 1. Organise an internal session on Diversity and Inclusion and (unconscious) bias, including in relation to gender equality and stereotypes. | OPER/KMC | 3 Dec 2021 | |
| 2. Launch a call for expressions of interest to join the internal working group on Diversity and Inclusion (D&I WG). | Management | 15 Dec 2021 | |
| 3. Include mention of EIGE's drive for diversity and inclusion into induction sessions for newcomers. | ADMIN-HR | 2022 | |
| 4. Create a dedicated section on the intranet with updated information on diversity & inclusion, for example: EU-Learn courses on diversity and inclusion, or newest RDC resources on diversity and inclusion (publications, articles – to be purchase if needed). | OPER/KMC | Q3 2022 | |
| Objective 2: Enhance diversity and inclusion in the selection process | | | |
| 1. Analyse the channels and reach of our vacancy notices (incl. on social media). Introduce targeted communication about vacancies/traineeships to attract a more diverse talent pool (e.g. promote vacancies via FB/LinkedIn group experience-sharing by former/current colleagues/trainees, via specific EU organisations like European Women's Lobby (EWL), European Disability Forum (EDF), ILGA Europe, European Network against Racism (ENAR), Equinet, European Platform for Roma inclusion (EPRI); or via Google Display Network). | ADMIN-HR/KMC | For new vacancies | |
| 2. Perform screening of vacancy notices with a specific tool to detect bias (e.g. Textio, Gender Decoder) and, if necessary, review the notices. | ADMIN-HR | 2022 | |
| 3. Organise training for staff participating in recruitment panels on mitigating (unconscious) bias (consider a group training in the 2022 training plan). | ADMIN-HR | 2022 | |
| 4. Sustain a joint representation of both men and women on selection committees for recruitment purposes. | ADMIN-HR | For new vacancies | |

| Objective 3: Ensure an accessible and flexible working environment | | | |
|--|-----------------|---------------|--|
| 1. Promote working-time arrangements that enable staff to have a good work-life balance, and ensure that staff are properly informed about their options. | ADMIN-HR | Ongoing | |
| 2. Sustain an anti-harassment working environment at EIGE. Organise regular training for staff and management on different forms of harassment at work (e.g. sexual harassment, bullying). | ADMIN-HR | Ongoing; 2022 | |
| 3. Identify issues and corrective measures to improve accessibility for staff with disabilities during the re-design of EIGE's premises (e.g. podo-tactile tiles, induction loop in meeting and conference rooms). | ADMIN | Q2 2022 | |
| 4. Promote the possibility included in the Staff Regulations that an official is entitled to work 95% without salary reduction in cases of serious hardship, or to care for a dependent child until it reaches the age of 14. | ADMIN-HR | Ongoing | |
| 5. Define the tasks of the Disability Coordinator ³ and engage an internal D&I WG to support the implementation of related policies. | ADMIN-HR/D&I WG | Q1 2022 | |
| 6. HR/Disability Coordinator gathers the information to be able to offer support, advice and information on disability-related issues (e.g. specific information on disability-related issues in Lithuania, including the support services, the implementation of the Staff Regulation, and workplace-related issues). | ADMIN-HR | 2022 | |
| 7. HR gathers the information to be able to offer support, advice and information on LGBTIQ+ related issues (e.g. specific information on same-sex partnership laws in Lithuania, the implementation of the Staff Regulation, and workplace related issues). | ADMIN-HR | 2022 | |

³ In line with the EU Strategy for the rights of persons with disabilities 2021-2030 the Commission called on all EU institutions and bodies, agencies and delegations to designate disability coordinators for their institutions and for their disability strategies. In 2021, EIGE nominated a disability coordinator whose tasks and responsibilities to support the implementation of the Strategy will be elaborated in 2022.

| Objective 4: Raise awareness and promote EIGE as a D&I organisation | | | |
|--|----------------|---|--|
| 1. Collaborate in the joint activities of the EUAN WG on Diversity and Inclusion. | OPER/KMC/ADMIN | Ongoing | |
| 2. Promote gender balance and diversity in the various EIGE's bodies, such as Experts Forum, Journalist Thematic Network and Gender mainstreaming Thematic Network. | OPER/KMC | With new nominations | |
| 3. Systematically promote diversity of speakers for EIGE's events. | KMC | Ongoing | |
| 4. Promote European Diversity Month through dedicated social media communication. | KMC | May 2022, 2023 | |
| 5. Continue promoting EIGE's Gender Institutional Transformation Toolkit, Handbook on Sexism at Work and Gender Sensitive Communication Toolkit. | KMC/OPER | 2022-2023 | |
| 6. Ensure procurement and external communication activities are gender-sensitive and include an intersectional perspective. This can include procuring catering services from a social enterprise, as well as marking specific days in our social media communication (e.g. the International Day of Persons with Disabilities on 3 December, and IDAHOT on 17 May). | OPER/KMC/ADMIN | 2022-2023 | |
| Objective 5: Monitor progress on Diversity and Inclusion | | | |
| 1. Include the perception of staff on the implementation of D&I objectives into staff surveys. | ADMIN-HR | End of implementation period | |
| 2. Establish a set of indicators (one per Objective) and assess the implementation of activities. First assessment will be after the pilot period of 9 months. | D&I WG | Jan 2022 (indicators) Oct 2022 (pilot phase assessment) End of implementation period (final assessment) | |