

HUMAN TECHNOPOLE GENDER EQUALITY PLAN 2022-2024





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PREFACE

The Human Technopole Gender Equality Plan responds to the guidelines of the European Institute for Gender Equality (EIGE) that aims to "identify and implement innovative strategies to promote cultural change and equal opportunities" in Universities and Research Centres.

HT GEP contains measures tailored to the specific context and needs of the Foundation based on an analysis carried out during the Gender Audit and the collaboration of HT's researchers and administrative staff, with the aim of promoting equal opportunities and fairness across all genders within the HT community.

Building on the analysis carried out, the document outlines a set of specific objectives and the measures and actions needed to meet them. In order to monitor the implementation and progress of the GEP, a dedicated team and resources have been allocated.

The Gender Equality Plan formalises Human Technopole's ongoing commitment to gender equality by specifically addressing the factors that limit equal participation and the advancement of all gender identities in research.

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Director of Administration

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Director



INTRODUCTION

The Human Technopole Foundation was established in 2019 to give impulse to the development of research in life sciences and personalised medicine. After the extraordinary experience of EXPO Milano 2015, the Italian government wanted to build on the legacy of the universal exhibition by allocating a large part of the area to the creation of a Research Center on Life Sciences. The aim of the project was to give greater impetus to the development of human technologies and long life, developing a multidisciplinary and integrated approach in the disciplines of health, genomics, food and data science and decision-making, and bringing added value to the ecosystem of Italian and European scientific research. The primary mission of the Human Technopole Foundation (“Foundation” or “HT” hereafter) is to conduct frontier research in the life sciences, with a particular focus on developing new approaches for personalised and preventive medicine. It promotes innovation in the health sector and aims to improve the well-being and health of people through an interdisciplinary approach based on the creation and sharing of knowledge.

Human Technopole’s research is based on a mix of fundamental and translational research. Five broad, complementary, and highly relevant areas of health-related biomedical research were selected as the basis for Human Technopole’s medium-term research strategy: Genomics, Neurogenomics, Structural Biology, Computational Biology and Health Data Science.

All HT’s activities are guided by its defining values which can be broadly summarised as:

- **Scientific excellence:** recruit the best scientific talents through international, open calls and strictly meritocratic selection procedures in order to strive for excellence;
- **Interdisciplinarity:** work together across disciplines on research topics of biomedical relevance, leveraging synergies between their diverse skillsets and methodological approaches;
- **Openness to the research community:** outward-facing scientific activities aimed at benefiting the national and international research community;
- **Internationality, diversity, and collaboration:** fostering diversity and striving to ensure that equal employment opportunities are provided without regard to age, race, creed, religion, sex, disability, medical condition, sexual orientation, gender identity or expression, national or ethnic origin or any other legally recognised status entitled to protection under applicable laws.

Equal opportunity, inclusion and gender equality have always represented a cornerstone of what the Foundation stands for.

Since its inception HT has been committed to providing support to all staff members, regardless of gender, nationality, religion, disability, age, cultural background, or gender identity and believes that ongoing improvement of work-place wellbeing is vital for recruiting and retaining excellent human capital.

Indeed, it is this ongoing commitment to gender equality which the Foundation has decided to formalise through the adoption of a Gender Equality Plan (GEP). This set of actions and measures intends to address the characteristics of the Foundation and articulate a strategic vision aimed at achieving gender equality. The next section will briefly summarize the main objectives of HT's GEP and how they were defined.

The present plan has been prepared after a comprehensive quantitative analysis of HT organisation, which is still in an early stage, and a thorough internal consultation process involving the Foundation's Diversity & Inclusion Committee.

The plan will be effective for the years 2022-2024 and defines the framework and the measures that the Foundation will pursue in order to promote and improve gender equality within the organisation and to prevent discrimination by both balancing different genders in leadership roles and building a culture that strives to eliminate obstacles and conscious bias for all genders equally and raise awareness across the whole organisation about unconscious gender bias.

MAIN OBJECTIVES

The HT GEP answers to the guidelines of the European Institute for Gender Equality (EIGE), which aims at identifying and implementing “innovative strategies to promote cultural change and equal opportunities” in Universities and Research Centres (EIGE: <http://eige.europa.eu>).

HT’s GEP is based in the Foundation’s context and needs and has been elaborated based on an analysis carried out through a participative process among all HT staff.

Based on the analysis and in line with the new requirements of the Horizon Europe Framework, the following 5 main objectives have been identified (described at paragraph nr.3):

1.	improve decision-making processes by addressing gender and other biases in order to meet new opportunities for excellence;
2.	promote career development of all genders, and in particular encourage women to pursue scientific careers;
3.	support the reconciliation of career and family life and promote a healthy work life balance;
4.	incorporate the gender dimension variable in research as part of a broader commitment to diversity;
5.	implement measures against gender-based discrimination, including sexual harassment.

To meet these objectives, HT’s GEP lays out a set of practical measures, the implementation of which will be monitored and evaluated through quantifiable indicators. The measures, which will be outlined in the next section, target specific beneficiaries and have been planned for the years 2022– 2024. However, not all areas can be addressed at the same time, and some may be more pressing than others. Therefore, the plan also defines priorities which depend on the availability of resources.

As a result, the implementation of the GEP requires a coordinating team, referred to as the Gender Equality Team (GET) which will monitor and support the implementation of the measures and its actions. The GET will be composed of at least 5 members from different HT functions and will be nominated by the Foundation’s Director, in view of their specific internal functions and based on gender equality issues expertise, and coordinated by the Director of Administration. The Team will also be able to consult or rely on specific external gender policy experts to support the plan implementation.

The GET will be allocated a budget of 20.000 euros per year for any operating costs that might be necessary (eg. external support, travel, GET members training).

The Foundation Diversity & Inclusion Committee will constantly monitor and assess the progress of the GEP's implementation over the time.

GENDER EQUALITY PLAN

The present plan has been prepared after a thorough analysis of HT organisation, which is still at an early and growing stage. As such, the first section will be dedicated to giving a picture of where Human Technopole is at today, in order to better highlight the areas of intervention that need to be addressed.

1.Data analysis

The gender analysis below provides a snapshot of the current situation in HT and is based on data organised by:

Different areas of HT:

- Research and Facilities;
- Strategy and Scientific Affairs (SSA-Scientific Support functions);
- Administration and Governance.

Categories of employees:

- Employees (Grade from 6 to 10);
- Middle Managers (“Quadri”, according to Italian CCNL; HT Grade 4 and 5);
- Executive Managers (“Dirigenti”, according to Italian CCNL; HT Grade 1,2,3);
- Top executive role: Director.

Evolution of HT headcount per area and gender distribution: 2019-2021

The following tables shows HT’s headcount evolution from 2019 to 2021, as well as the average female/male staff age as of 31 December 2021:

Tab. 1: Evolution of HT headcount: 2019-2021

	2019	2020	2021
Total HT Staff	28	70	159

The following tables show the distribution of staff across the different areas of HT from 2019-2021:

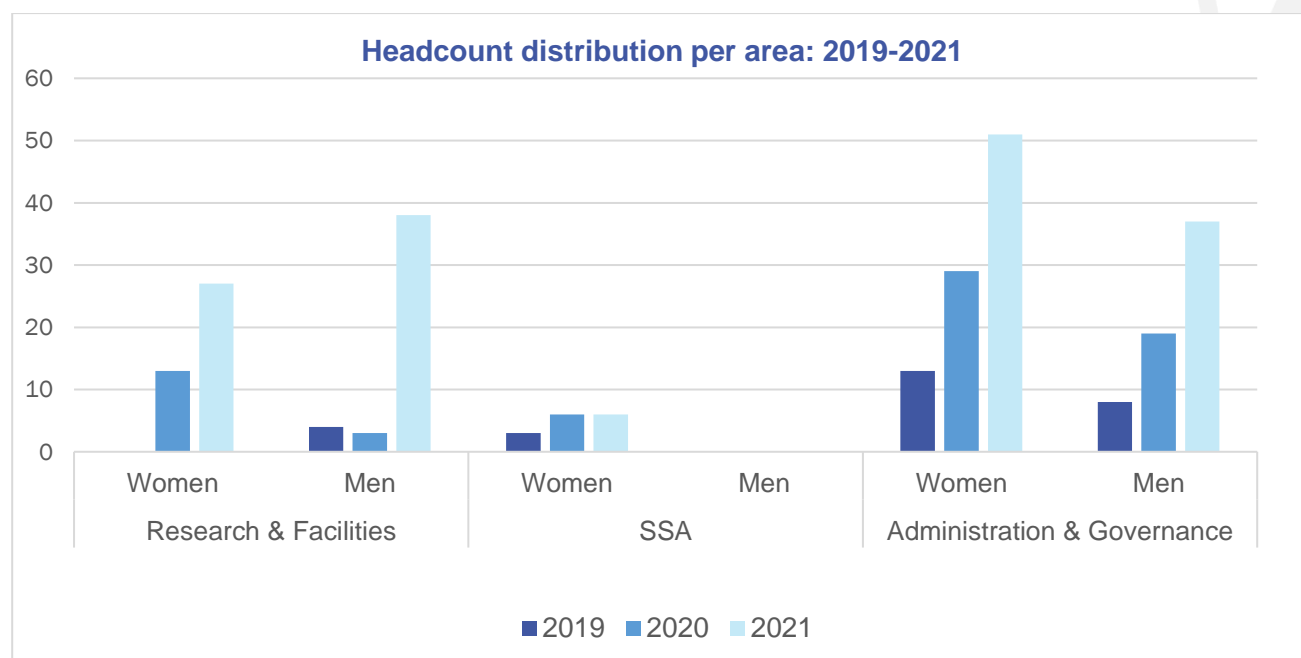
Tab. 3: Headcount distribution per area: 2019-2021

	Research & Facilities		SSA		Administration & Governance	
	Women	Men	Women	Men	Women	Men
2019	0	4	3	0	13	8
2020	13	3	6	0	29	19

2021	27	38	6	0	51	37
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The figures show that in nearly two years HT's total workforce has increased from 28 to 159 members of staff. As of 31 December 2021, 42% of staff are part of Research and Facilities, 3.7% are part of Strategy and Scientific Affairs (SSA) and 55% are part of Administration and Governance.

Overall gender distribution per Grade (HT Level) and Gender Pay Gap



Currently 84 women and 75 men are employed by HT. The percentage of women in HT's total workforce was 57.14% in 2019, 54.29% in 2020 and 53% today (in December 2021). Women currently make up 42% of the Research & Facilities area staff (27 women and 39 men), 100% of SSA staff (6 women and zero men), and 55% of Administration staff and Governance (51 women and 36 men).

The figure below shows the overall gender distribution per grade (HT internal level) and the *Gender Pay Gap* as a percentage of men's earnings. It represents the difference between the average gross hourly earnings of male and female employees at the same level. Please note that each level includes 15 different salary steps, depending on seniority and actual responsibilities. In fact, while HT policy has a strict same level for same role policy, salary step within a same level may vary depending on the employee's seniority.

HT HEADCOUNT and Gender Pay Gap

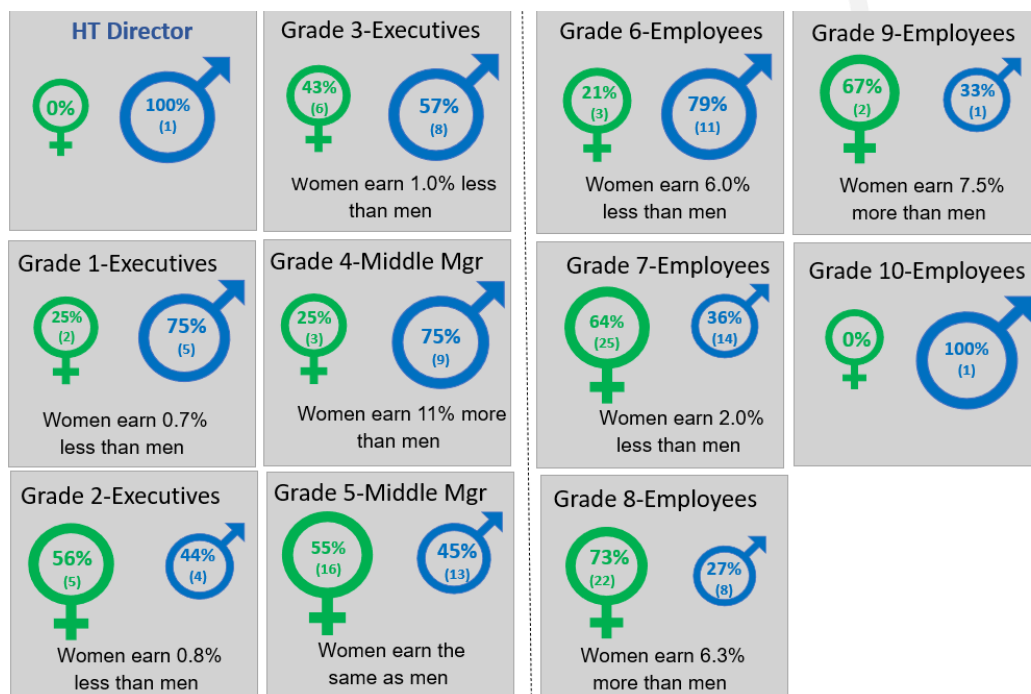
On 31 December 2021, we employed **159** permanent or fixed employees



53%

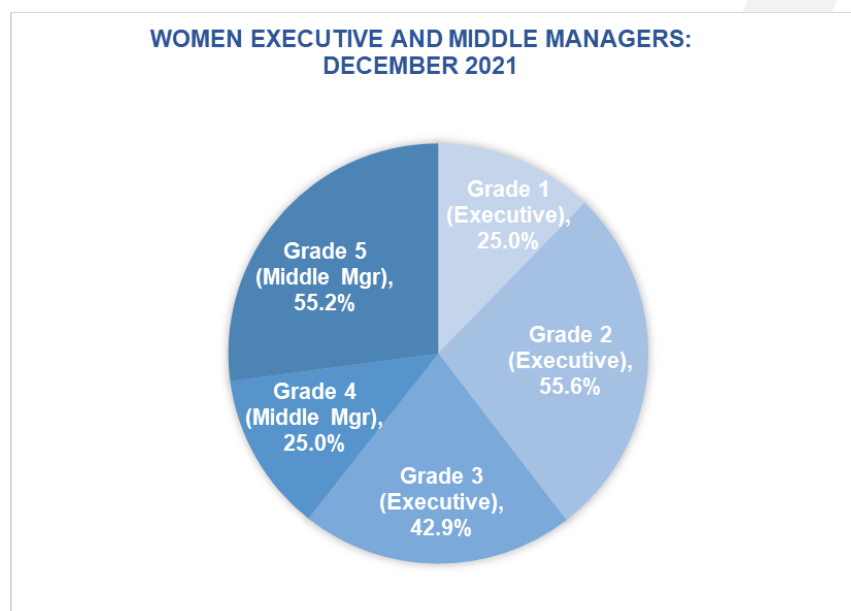


47%



Gender distribution across Executive and Middle Manager categories

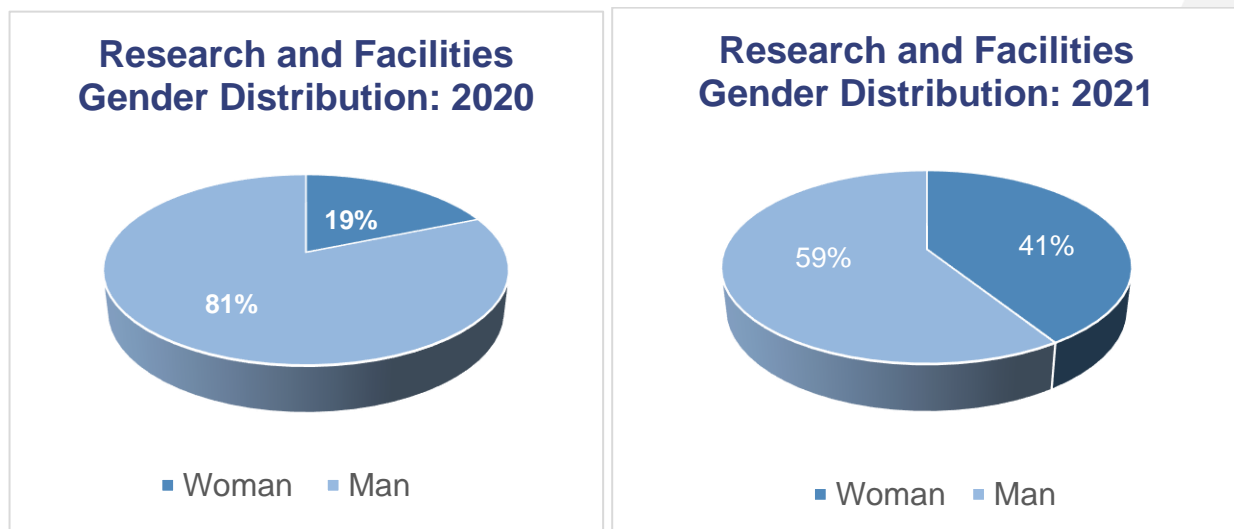
The following pie charts shows the percentage of women in Executive (grades 1,2,3,) and Middle Manager roles (grades 4 and 5) at December 2021:



HT has 31 Executives Managers and 41 Middle Managers in total. The female Middle Managers represent 46%, of which 3 are grade 4 and 16 are grade 5. In Research and Facilities, female Middle Managers currently represent 27% (only 3 for grade 5) and Women Executives represent 29% of the total of number of staff in the research area. Currently there aren't any female Middle Managers of grade 4 in Research and Facilities

Gender distribution and Pay Gap in Research and Facilities

The following pie charts shows the percentage of men and women in Research and Facilities for 2020 and 2021. At the end of 2020, the research area was made up of 19% women and 81% men, whereas in 2021, it was composed of 41% women and 59% men.



The figure below shows the gender distribution per Grade (Executives, Middle Managers) and the Gender Pay Gap in Research and Facilities:

Research and Facilities

On 31 December 2021, we employed **65** permanent or fixed employees in Research and Facilities

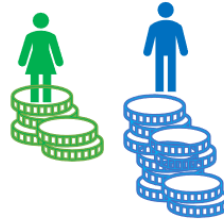


42%



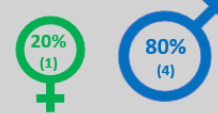
58%

Gender Pay Gap in Research



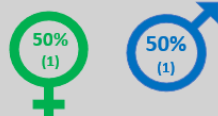
Women Executives and Middle Managers earn 2.0% less than men in Research and Facilities

Grade 1-Executives



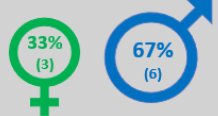
Women earn 1.5% less than men

Grade 2-Executives



Women earn 20.0% more than men

Grade 3-Executives



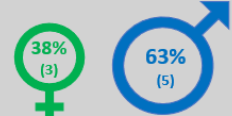
Women earn 1.6% less than men

Grade 4-Middle Mgr



No women at Grade 4 in Research

Grade 5-Middle Mgr



Women earn 4.3% less than men

Gender distribution and Pay Gap in SSA

Women currently make up 100% of the SSA staff (6 women and zero men) including 1 executive at grade 2, 3 middle managers at grade 5, 1 middle manager at grade 4 and one employee at grade 6. The figure below shows the gender distribution per Grade and the Gender Pay Gap in the SSA department:

Strategy and Scientific Affairs

On 31 December 2021, we employed **6** permanent or fixed employees in SSA

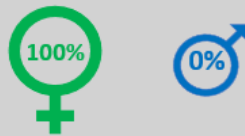


100%



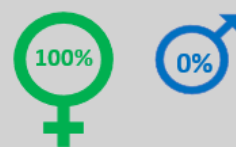
0%

Grade 2-Executives



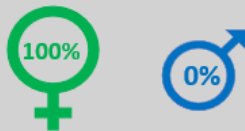
One Woman

Grade 5-Middle Mgr



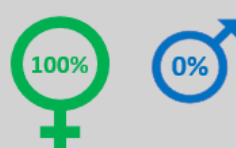
3 Women

Grade 4-Middle Mgr



One Woman

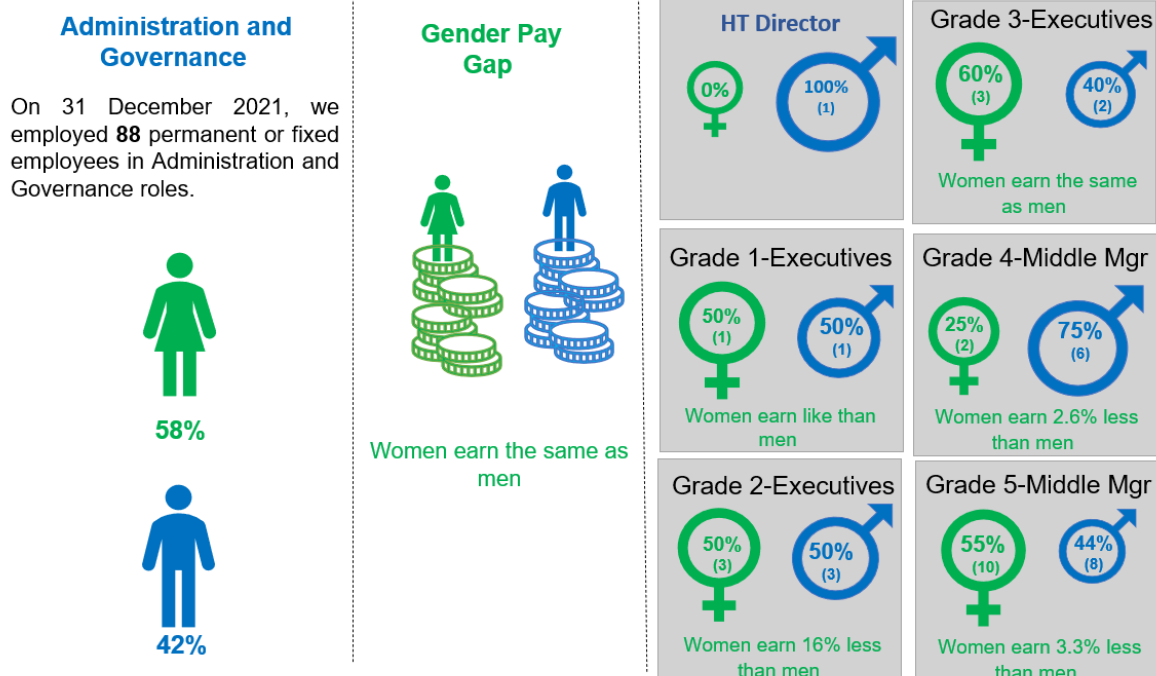
Grade 6-Employees



One Woman

Gender distribution and Pay Gap in Administration and Governance

The figure below shows the gender distribution per Grade (Executives, Middle Managers) and the Gender Pay Gap in the Administration and Governance staff:



Other roles:

Admin.&Gov	% Women	% Men	Women earn:
Grade 6	11.1%	88.9%	1.7% more than men
Grade 7	3.3%	26.7%	5.4% less than men
Grade 8	74.1%	25.9%	5.8% more than men
Grade 9	100.0%	0.0%	0.0%
Grade 10	0.0%	0.0%	0.0%

Research&Fac.	% Women	% Men	Women earn:
Grade 6	25.5%	75%	13% less than men
Grade 7	58%	42%	0.2% more than men
Grade 8	67%	33%	1.0% more than men
Grade 9	0%	100%	0.0%
Grade 10	0%	100%	0.0%

2. Considerations: strengths and weaknesses

The evaluation looks at gender equality management and implementation in HT, referring to existing measures that promote gender equality and suggests where it can be enhanced. Indeed, it must be noted that since its inception HT has been committed to create and foster a working environment that takes seriously the welfare and work-life balance of its employees by enabling them to better balance work and personal obligations. As such, HT already offers a series of benefits and flexible working conditions to all employees, including:

- Remote working (up to 2 days per week) for employees with eligible roles/activities;
- Flexible working time organisation;
- Training programmes;
- Extra pension schemes for all;
- Extra private health insurance for executives;
- Welfare programme which provides all HT employees with an annual amount to cover expenses, including childcare and family care;
- Parental leave: HT provides, in addition to the statutory parental leave provided by Italian Law, the possibility for one of the parents to be on parental leave with an extra coverage of 30% of the monthly base salary for a maximum of 1 year from the birth date of the child;
- School allowances for executive inpatients with children attending international schools;
- A transparent Retribution Policy fully committed to guarantee equal pay level for same roles.

In addition, the data presented above shows that HT substantially promotes women's careers not only by employing them (currently 53% of HT's workforce is made up of women) but also supporting women in executive positions, although further action is needed to increase this aspect: currently 42% of Executive Managers (Grade 1,2,3) and 46% of Middle Managers (grade 4 and 5) in HT are women.

However, there are areas where the Foundation still needs to improve, such as:

- Support more women in top/higher salary roles (grade 1), currently only 2 out of 8;
- Continuing to increase women presence in HT Research Centers and Facilities, particularly in higher salary grades (grade 4-3);
- Increase across all areas women in higher roles (executive and middle managers) as women are still predominant in lower organization levels;
- Improving services for childcare and family-care;
- Improving gender external representation.

With the present plan, HT therefore intends to define the resources and actions for improvement, including steps for action and indicators to be used as described below.

3. Actions and measures 2022-2024

HT's GEP will address a set of objectives relevant to the whole organisation and HT community and include:

- Measures that must be adapted in accordance with HT's specific context;
- Definition of SMART goals and measures (e.g. specific, measurable, achievable, realistic and time-related);
- Definition of a realistic timetable for implementation of the goals and measures with specific monitoring periods to report on progress;
- Promotion of the participation of actors at all levels when promoting the measures and actions of the GEP;
- Identification and use of existing resources in the planning measures. Building on existing resources has the advantage of promoting the institutionalisation of gender-sensitive and/or gender-specific procedures and activities;
- A clear definition of responsibilities and actions to take for each measure.

The result of the initial analysis has allowed HT to identify several areas for intervention. However, not all improvement areas can be addressed at the same time, and some may be more pressing than others. The individual measures have been specifically planned for years 2022– 2024. HT has defined priority actions depending on the availability of resources.

Tab.6: Legend of implementation Priority:

	Implementation period
High Priority - HP	within a year
Medium Priority- MP	within two years
Low Priority - LP	by the three years

IMPROVE DECISION-MAKING BY ADDRESSING GENDER AND OTHER BIASES	Objective	Gender balance in leadership and decision-making	HP
	Description	Developing a gender equality culture within the Foundation	
	Target Group	All HT community	
	Actions and measures	Measure A: Plan regular GEP follow-up meetings with governance key actors and senior management to create ownership of the GEP, to strengthen the potential of the plan and to maximize its impact.	2022-2024
		Measure B: Routine revision of any text, communication, images, from a gender equality and diversity standing point	2022-2024
		Measure C: Increase the number of female speakers when HT is invited to public conferences or when interviews/press work is done	2022-2024
	Who is in charge of this?	President and Director's Offices, Director of Administration, Communications Area	
	Budget	Within existing budget	
	Indicators	A: nr of meetings GET/Boards B. evidence of revised institutional communication material C: % of increase of female HT staff representing HT in events, seminars, press (yearly increase)	

IMPROVE DECISION-MAKING BY ADDRESSING GENDER AND OTHER BIASES	Objective	Promoting Gender equality in the workplace	HP
	Description	Implicit bias: guidelines and training for recruitment processes.	
	Target Group	All HT community	
	Actions and Measures	Measure A: Developing guidelines to support recruiters, hiring managers and members of appointed recruitment committees for addressing gender biases in recruitment and selection processes.	2022
		Measure B: <ul style="list-style-type: none"> ▪ Definition of KPIs and semestral analysis of disaggregated quantitative and qualitative data by gender ▪ Annual Report to monitor gender and diversity state of art with the yearly progress of gender balance 	2022-2024
	Who is in charge of this?	HR, GET	
	Budget	Within existing budget	2022-2024
	Indicators	Increase in percentage of female staff, particularly in higher grades positions as per annual report publication	2022-2024

PROMOTE CAREER DEVELOPMENT AND SUPPORT WOMEN PURSUING SCIENTIFIC CAREERS	Objective	Supporting the recruitment of women in higher grades roles	HP
	Description	HT's ongoing promotion and support for its female staff is continued and extended.	
	Target Group	Recruiters, Line Managers, HR	
	Actions and Measures	To ensure a fair and unbiased recruitment process, the GET should be informed about the recruitment process before the job offer is published and should be represented, for executive positions, in the selection panel.	2022-2024
	Who is in charge of this?	HR	
	Budget	Within existing budget	2022-2024
	Indicators	% of improvement in gender balance recruitment for grade 1-5 positions	2022-2024

PROMOTE CAREER DEVELOPMENT AND SUPPORT WOMEN PURSUING SCIENTIFIC CAREERS	Objectives	Supporting the recruitment of women	HP
	Description	HT's ongoing promotion and support provided for recruiting female scientists is continued and extended.	
	Target Group	New employees	
	Actions and Measures	A dual career service must be implemented to provide the partners of HT's new members of staff with comprehensive advice and support services, to enable them to smoothly continue their career in Milan.	2022-2024
	Who is in charge of this?	HR	
	Budget	20.000 euros per year	2022-2024
	Indicators	Nr. of partners supported for new hires (per year)	2022-2024

PROMOTE CAREER DEVELOPMENT AND SUPPORT WOMEN PURSUING SCIENTIFIC CAREERS	Objective	Supporting women pursuing scientific careers	MP
	Description	HT's ongoing promotion and support for women in Science is continued and extended.	
	Target Group	Female students	
	Actions and Measures	To raise awareness about scientific careers for women and to promote future recruitment, HT will take part in outreach activities planned for female students , such as "STEM" days and events	Starting from 2022
	Who is in charge of this?	SSA, Communication	
	Budget	10.000 euros per year starting from 2022	2022-2024
	Indicators	Nr. per year of events HT will participate in student "STEM" activities, number of female students contacted.	2022-2024

SUPPORTING WORK AND PERSONAL LIFE BALANCE	Objective	Supporting work-life balance	HP
	Description	To continue promoting the reconciliation of career and family life for all our employees, HT must further implement measures relating to family care	
	Target Group	All employees	
	Actions and Measures	To provide more options for childcare and family care within HT's welfare benefit package (eg. Special agreements for babysitting services, housekeeping, elderly people care)	2022
	Who is in charge of this?	HR	
	Budget	50.000 per year starting 2022	2022
	Indicators	Nr. of new services for child and/or family care provided to staff and % of usage	2022

SUPPORTING WORK AND PERSONAL LIFE INTEGRATION	Objectives	Supporting the reconciliation of career and family life	MP
	Description	To continue promoting the reconciliation of career and family life for all our employees, HT must further implement measures relating to childcare and family care.	
	Target Group	All employees	
	Actions and Measures	Employees attending conferences or workshops with children between the age of 0 and 3 years can apply for extra travel reimbursement to pay for the child's travel expenses or to pay for childcare in the case the child stays at home.	2024
	Who is in charge of this?	Finance/HR	
	Budget	40.000 euros per year starting 2023	2023-2024
	Indicators	Nr. per year of reimbursements for child travel expenses or childcare	2023-2024

SUPPORTING WORK AND PERSONAL LIFE BALANCE	Objective	Supporting parenthood	MP
	Description	To continue promoting the reconciliation of career and family life for all our employees, HT must further implement measures to provide childcare for smaller children (nursery, kindergarten)	
	Target Group	All employees	
	Actions and Measures	To provide childcare near or within HT Campus for children aged between 0 and 5 years.	2024
	Who is in charge of this?	HR	
	Budget	100.000 euros per year starting 2023	2023-2024
	Indicators	Nr. of children whose childcare is supported per year	2023-2024

INCORPORATE GENDER DIMENSION IN RESEARCH	OBJECTIVES	Raising awareness on gender dimension in research	MP
	Description	To raise awareness and provide training on how to add gender dimension to research lines and projects.	
	Target Group	Research Centers and core facility staff	
	Actions and Measures	Plan, design and organise specific seminars and training about the gender dimension in life science research.	2023
	Who is in charge of this?	SSA	
	Budget	10.000 per year	2022-2024
	Indicators	Nr. of specific seminars and scientific training per year carried out (from 2023 onwards), number of researchers attending	2022-2024

IMPLEMENT MEASURES AGAINST GENDER-BIASED DISCRIMINATION	Objectives	Raising awareness on gender issues at HT	HP
	Description	To achieve equal opportunities across all areas of HT, it is important to raise awareness of gender-related issues among all staff members.	
	Target Group	All line managers	
	Actions and Measures	Information and training events which aim to raise gender awareness (for example: seminars and workshops).	2022
	Who is in charge of this?	HR, Communication, SSA	
	Budget	within existing budget	2022-2024
	Indicators	Nr. of training events (seminars, workshops) per year, number of staff attending.	2022-2024

IMPLEMENT MEASURES AGAINST GENDER-BIASED DISCRIMINATION	Objectives	Fight gender discrimination and harassment		HP
	Description	To improve awareness of gender-related issues among all staff members.		
	Target Group	All employees		
	Actions and Measures	A respectful culture and code of behaviour at work is fundamental to promote everybody's contribution to the workplace. Therefore, explicit and implicit bias needs to be tackled at an organisation level. A Code of conduct, including the possibility of anonymous complaint about sexual harassment or gender offence will be developed. All employees will be required to sign the code.		2022
	Who is in charge of this?	HR		
	Budget	within existing budget	2022-2024	
	Indicators	Nr. of anonymous complaints about sexual harassment or gender offences dealt with per year	2022-2024	

IMPLEMENT MEASURES AGAINST GENDER-BIASED DISCRIMINATION	Objectives	Fight gender related biases		MP
	Description	To achieve equal opportunities across all areas of HT, it is important to raise awareness on biases and especially raise awareness about unconscious bias		
	Target Group	Line managers and Recruiters (HR)		
	Actions and Measures	Unconscious bias training will be available for all employees, but obligatory for recruiters and line managers. Starting from mid-2022, then once a year for new employees.		2022
	Who is in charge of this?	HR		
	Budget	within existing budget	2022-2024	
	Indicators	Nr. of trainings about bias / unconscious biases issues per year	2022-2024	

4. Evaluation process

In preparing this plan, measures were designed in a manner that should allow efficient and continuous evaluation. This was done by specifying target groups, timeline for implementation and responsible individuals. The GET team will coordinate the plan implementation, in strict coordination with any other identified responsible function, and report the outputs and results of the implemented measures to D&I and the Boards every six months.

The D&I will monitor the implementation closely and suggest possible variations along the way. Every year a formal progress report from the GET and an evaluation report prepared by the D&I will be presented to the Boards. This process intends to lead to progressive adjustments and improvements.



CONCLUSIONS

As a Foundation dedicated to scientific excellence, HT's is committed to provide a positive, inclusive, and diverse working environment for all its employees regardless their gender and, as such, strives to promote and achieve gender equality. Based on the current context, HT's GEP has identified several areas for intervention and has set out a series of measures and actions aimed at meeting the objectives set forth, as well as an evaluation process to assess and evaluate the progress.

To ensure the proper implementation of the GEP, regular meetings will be organised by the GET to assess the progress and evidence the main achievements as well as the areas of improvement which can be incorporated in the future and an annual report will be published to assess progresses made.

