

03|05|2023

RAM VENKATACHALAM, SUSANNE KUYLMAN

Gender Equality Plan

Inclusion and diversity

ecraid

Table of Contents

Authorized by	3
Version history	3
1 Introduction.....	3
2 Starting with GEP	4
3 Actions.....	4
4 Allocation of resources	4
5 Data on equality	5
6 Essential Factors for Gender equality	6
1.1 Work-life balance and organisational culture	6
1.2 Gender balance in leadership and decision-making	6
1.3 Gender equality in recruitment and career progression.....	7
1.4 Measures against gender-based violence	7
7 Future plans	8

This Gender Equality Plan represents the current state of our collective efforts and route we have taken to accomplish this plan. This document will be regularly updated.

Authorized by

Function	Name	Signature	Date
Chief Executive Officer	M.J.M. Bonten		3-5-2023
Chief Operations Officer	N. Visser		3-5-2023
Chief Science Officer	E. Tacconelli		3-5-2023

Version history

Version	Version date	Summary of update
1.0	3-5-2023	Starting version

1 Introduction

Ecraid, established in January 2022, is a not-for-profit clinical research foundation dedicated to reducing the impact of infectious diseases in Europe. It aims to reduce the impact of infectious diseases on individual and population health by improving clinical research in the field. As the long-term successor of the IHI/EU-funded projects COMBACTE and PREPARE, Ecraid is building a permanent, self-sustaining, pan-European clinical research network capable of rapidly initiating and executing high-quality clinical studies with greater speed and efficiency.

We are purpose-driven, but also people-centred. To achieve the level of clinical research excellence we aspire to, we rely on close collaboration with talented people with a wide range of backgrounds, perspectives and experiences. It is therefore paramount for us to provide our employees and partners with a safe environment to be themselves and to contribute to the full of their abilities.

While much has been done already, there is still considerable ground to cover, including in improving the representation of women at higher levels of Ecraid's management and facilitating an adequate work-life balance for all. These objectives necessitate a long-term commitment and active participation from every member of our organisation, at all levels and across all teams.

This Gender Equality Plan outlines the current state of our collective efforts to accomplish these goals and highlights essential areas of focus going forward. Over the following years, we will commit to not only the contents of this plan, but also to continuously updating it and broadening our approaches towards genuine inclusion and diversity.

2 Starting with GEP

Since we are founded in 2022 and started hiring people in October 2022, we have just started to work on inclusion. So in 2023 and 2024 we will focus on the following building blocks:

- 1) Publication and official endorsement of the GEP
- 2) Dedicated resources
- 3) Data collection and monitoring
- 4) Training

As recommended by the Horizon Europe Guidance on Gender Equality Plans, we follow the four principal steps in the lifecycle of a GEP:

- **The audit phase:** elements of this phase should include the collection of sex-disaggregated and/or gender-disaggregated data and a review of practices to identify gender inequalities and their causes. The audit stage should also include review of relevant national and regional laws, regulations, or funding requirements.
- **The planning phase:** during this phase, an organization will set the objectives and targets for the GEP alongside a roadmap of actions and measures. This phase also includes allocating resources and responsibilities for the delivery of the GEP and agreeing timelines for implementation.
- **The implementation phase:** in which the roadmap of activities is implemented, including, for example, setting up working groups to develop and implement new policies and procedures. This phase should include awareness raising and training efforts to achieve buy-in and build capacity and support for the GEP across the organisation, as well as give visibility internally and externally to the GEP.
- **The monitoring and evaluation phase,** in which the delivery of the plan and progress against its aims and objectives are regularly assessed. Ongoing review of findings and progress will also provide space for learning and feedback to enable adjustments and improvements to interventions.

3 Actions

To start we will following actions of the audit Phase in the Objective, Goals, Strategy and Measures document of 2023:

- 1) Publication and official endorsement of the GEP
- 2) Collect sex-disaggregated and/or gender-disaggregated data
- 3) Review of practices to identify gender inequalities and their causes.
- 4) Review of relevant national and regional laws, regulations, or funding requirements.
- 5) Set the objectives and targets for the GEP alongside a roadmap of actions and measures.
- 6) Allocate resources and responsibilities for the delivery of the GEP
- 7) Agreeing on timelines for implementation.

Ecraid's Objective, Goals, Strategy and Measures document 2023 is discussed every month in the "Extended Management Team meeting".

4 Allocation of resources

The Head of People and Culture will be responsible to start a workgroup and implement action 1 until 7 before 1-12-2023.

5 Data on equality

The below figures show Ecraid's current employees data.

Number and percentage of gender per department:

Departments	Male	Female	Total
Business Development	1		1
Clin-Net	3	10	13
Communications & Marketing	1	3	4
Finance	1		1
Office Management		1	1
OPS Team 1		17	17
OPS Team 2	2	20	22
People & Culture		2	2
Total Number of Employees*	9	53	62
Total in percentage	15%	85%	100%

* Employees with Employee contract on 1-5-2023

Number and percentage of gender in leadership:

Number of employees	Male	Female	Total
Executive Board	2	1	3
Management Team	6	5	11

% Employees	Male	Female	Total
Executive Board	67%	33%	100%
Management Team	55%	45%	100%

Average age per department:

Departments	Average Age
Business Development	64
Clin-Net	37
Communications & Marketing	38
Finance	30
Office Management	35
OPS Team 1	37
OPS Team 2	31
People & Culture	38
Ecraid	36

* Employees with Employee contract on 1-5-2023

% Employees with Dutch nationality:

	Number of employees	% of employees
Dutch Nationality	45	73%
Other nationality	17	27%
Total	62	100%

* Employees with Employee contract on 1-5-2023

6 Essential Factors for Gender equality

Ecraid not only complies with the 4 mandatory requirements of the EU for a Gender Equality Plan, but also covers the additional EC recommended areas to ensure a safe and inclusive environment for all its employees and students

1.1 Work-life balance and organisational culture

Ecraid’s long-term strategy is to foster a healthy, sustainable work environment. As part of this initiative, there is special attention for mental load and stress. A central contact point (in the department of people and culture) offers support in dealing with stress, uncertainty, or other problems, whether the source is work related or personal. Additionally, if necessary we will recruit external counselors for employees who need support in (re)gaining balance in their work, or in reintegrating after illness. We also plan to train Ecraid’s governance boards and team members to recognize the signs of mental health problems in their team members at the earliest.

Main Actions:

- Communicate to employees about the central contact point (in the department of people and culture) offers support in dealing with stress, uncertainty, or other problems, whether the source is work related or personal
- Train management and board members to recognize the signs of mental health problems in their team members at the earliest.

1.2 Gender balance in leadership and decision-making

An effective cultural and organizational change towards gender equality requires well thought policies and the structural integration of gender equality in the organization, including the composition of decision-making bodies. We strive to ensure an equal representation of women and men in boards and committees and promoting awareness by members of governance boards about the importance of gender equality in institutional governance and the need to gradually transform the organization to allow overcoming structural inequalities. Ecraid’s leadership is overseen by the executive board (EB), has 1 female and 2 male employees. In addition, Ecraid’s management team which is support and advises the EB in making crucial management decisions comprises of 6 male and 5 female employees.

Main actions:

- To analyse the possibilities of regulating the equal representation of women and men in governing boards.
- To carry out a training action on gender equality to the Governing Board.
- To promote the candidacies of women to positions in governing boards.

1.3 Gender equality in recruitment and career progression

To address the so-called “glass ceiling” phenomenon within Ecraid, the invisible barriers that keep women from reaching leadership positions must be removed, enabling women to access to the same resources as their male colleagues and to participate in decision-making.

Ecraid’s approach:

To strengthen the professional skills, expertise, and leadership of women employees, by providing them with tools for their development based on their needs (gender-sensitive career support).

To integrate the gender perspective in institutional changes, as to guarantee equal and fair career advancement, professional development, and gender balance in different teams.

Main actions:

- Include gender equality component in the recruitment process
- Coaching/training in leadership skills to female senior employees
- To define guidelines by Ecraid’s EB to comply with gender parity in research project teams according to the Horizon Europe framework.

1.4 Measures against gender-based violence

Gender harassment is a real threat to the quality of work and the well-being of employees, however it remains an unrecognized issue. It has destructive consequences for individuals and organisations as well. Ecraid takes complete responsibility for providing safe work environments, free from sexual harassment.

Ecraid is committed to make an intense effort to raise awareness and to create a shared understanding of the implications of sexual harassment among the entire staff. Furthermore, an organizational position of firm rejection of such behaviours must be firmly maintained.

Main actions:

- To arrange an external confidant, to whom employees can report sexual harassment and ask advice. The external confidant will report anonymously to the EB and the Head of People and Culture.
- To make explicit in the Ecraid’s code of conduct the commitment to maintain a work environment free of sexual and gender-based harassment.
- To organize awareness-raising sessions on sexual and gender-based harassment for all staff.
- To conduct a staff survey on sexual harassment, to establish a perception baseline on this issue.

7 Future plans

Ecraid recognizes that diversity and inclusion is an ongoing topic that requires constant attention and improvement to make sure we not only provide a safe and welcoming environment to all our current employees, but open our doors to new employees of all backgrounds. Thus, the current Gender Equality Plan is intended to be a living document, which will grow with our ambitions to focus on gender equality, inclusion of different ethnic, cultural and religious groups, and neurodiversity and disability. In doing so, we hope to not only meet the standards we have set in our own behavioural code, but also improve the quality of our work by including a wider range of views and experiences.