

GENDER EQUALITY PLAN

(2024-2025)

Science and Research Centre Koper
(ZRS Koper)

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Signature of the responsible person:	Dr. Rado Pišot, Director of ZRS KOPER	
Update date: 6 November 2025	Changes: Page 3 – Strategy: Added <i>“regular training in academic writing skills for project proposals... and academic writing skills training”</i> Page 4 – Terminology: The term <i>“administrative staff”</i> has been replaced with <i>“professional staff.”</i>	Author: Equal Opportunities Committee

INTRODUCTION

- ZRS Koper's Gender Equality Plan (Akcijski načrt za uveljavljanje enakosti spolov) is a key document drafted in cooperation with researchers and the administration of ZRS Koper. As of 2021, the Directorate-General for Research and Innovation of the European Commission is introducing a new rule stipulating that public institutions applying for Horizon Europe funding (the new seven-year framework programme to replace Horizon 2020) will need to have a Gender Equality Plan.
 - The Gender Equality Plan follows the goals of the R&I PEERS project: to break with established gender-biased practices and unconscious (unwritten, informal, invisible) rules that limit the participation and success of women and young people at the beginning of their careers in science in order to help promote gender equality in research.
 - In creating the content of ZRS Koper's Gender Equality Plan, broader, structural factors that influence the opportunities of researchers in Slovenia, as well as the specifics of the organizational structure, culture and prevailing practice at ZRS Koper were taken into account.
 - The Gender Equality Plan is reviewed, supplemented and amended annually as needed and is, therefore, a work in progress.
 - The Gender Equality Plan focuses on five areas in which we want to establish or strengthen equal opportunities for researchers in terms of not only gender but also other defining characteristics, such as gender, ethnicity, religion, etc
- These areas are as follows:
- gender equality in employment and career advancement (in this phase, the focus will be on mentorship);
 - gender balance in leadership and decision-making positions, remuneration and scientific excellence;
 - work-life balance;
 - considering gender in research and teaching content (gender-inclusive language in studies, promotional materials and official documents);
 - measures preventing gender-based violence, including sexual harassment (raising gender equality awareness).

1. GENDER EQUALITY IN EMPLOYMENT AND CAREER ADVANCEMENT – MENTORSHIP

<i>Strategies (activities)</i>	<i>Direct addressees</i>	<i>Indirect addressees</i>	<i>Indicators</i>	<i>Responsible person at ZRS Koper</i>	<i>Timeframe</i>
<i>Annual statistics of career indicators for researchers by gender</i>	Legal bodies of ZRS Koper	Researchers at ZRS Koper	Statistics (number of researchers by gender and scientific title), annually included reports 'Glasnik ZRS	Proposal: Head of Administration at ZRS Koper	Long-term
<i>Regular training for potential (young) mentors Annual workshops on promotion procedures and criteria</i>	Young potential mentors, mentor candidates, mid-career researchers	Researchers at ZRS Koper	Training taking place once a year	Proposal: Scientific Council and Legal and HR Office	Long-term
<i>Mentoring in the onboarding of new employees</i>	New employees	Employees at ZRS Koper	Report on information flow- once year	Legal and HR Office and head of institute and units	2024 - 2025
<i>Regular training in academic writing and application writing for projects and scholarships and academic writing skills training</i>	Researchers at ZRS Koper	Research groups and institutes	Training taking place once a year	Proposal: Head of Centre for Project Management, National Projects Service, established researchers with several successful project applications	Long-term
<i>Regular training for new recruits</i>	Newly recruited researchers; administrative staff	Research groups and institutes	Training taking place once a year	Human Resources and Legal Services, heads of institutes	Long-term

2. GENDER BALANCE IN LEADERSHIP AND DECISION-MAKING POSITIONS, REMUNERATION AND SCIENTIFIC EXCELLENCE

<i>Strategies (activities)</i>	<i>Direct addressees</i>	<i>Indirect addressees</i>	<i>Indicators</i>	<i>Responsible person at ZRS Koper</i>	<i>Timeframe</i>
<i>Annual statistics on gender balance in leadership and decision-making positions</i>	Bodies of ZRS Koper	ZRS Koper employees	Statistics presented to ZRS Koper employees	Proposal: Head of Administration at ZRS Koper	Long-term
<i>Annual statistics on gender balance according to received awards and scholarships</i>	Bodies of ZRS Koper	ZRS Koper employees	Statistics presented to ZRS Koper employees	Proposal: Head of Administration at ZRS Koper	Long term
<i>Organization of events promoting scientific excellence with special emphasis on young people and female researchers</i>	Female researchers and young people	Researchers and general public	The 'Glasnik znanosti' award	Heads office and Administration of ZRS Koper	Long-term (biennial)

3. WORK-LIFE BALANCE

<i>Strategies (activities)</i>	<i>Direct addressees</i>	<i>Indirect addressees</i>	<i>Indicators</i>	<i>Responsible person at ZRS Koper</i>	<i>Timeframe</i>
<i>Annual statistics on the use of work-life balance mechanisms (maternity/parental/paternity leave, family/medical leave, etc.)</i>	ZRS Koper employees	Families of ZRS Koper employees	Statistics presented to ZRS Koper employees	Proposal: Head of Administration at ZRS Koper	Ongoing /under implementation
<i>The impact of private life on habilitation procedures within ZRS Koper</i>	ZRS Koper employees	Families of ZRS Koper employees	Rules on appointment procedures of ZRS Koper (harmonization with the minimum promotion criteria of the Slovenian Research Agency;	Appointments and Titles Committee at ZRS Koper	Under implementation
<i>Working conditions: possibility of working from home; flexible working hours</i>	ZRS Koper employees	Families of ZRS Koper employees	Survey conducted among ZRS Koper employees	Proposal: Public Opinion Research Centre (Center za raziskovanje javnega mnenja)	2024 -2025
<i>Promotion of employees' mental and physical well-being</i>	ZRS Koper employees	ZRS Koper employees	Report on activities implemented under the Rules on Workplace Health Promotion,	Headquarters, the employees' representative, and the heads of institutes	2024 -2025

4. CONSIDERING GENDER IN RESEARCH AND TEACHING CONTENT (GENDER-INCLUSIVE LANGUAGE IN STUDIES, PROMOTIONAL MATERIALS AND OFFICIAL DOCUMENTS)

<i>Strategies (activities)</i>	<i>Direct addressees</i>	<i>Indirect addressees</i>	<i>Indicators</i>	<i>Responsible person at ZRS Koper</i>	<i>Timeframe</i>
<i>Review of gender-inclusive language practices and their implementation in ZRS Koper documents</i>	Professional and Technical staff at ZRS Koper	ZRS Koper employees	Reviewed and corrected documents and the consistent implementation of these documents	Proposal: Head of Administration, copyeditors	Ongoing /under implementation
<i>Use of gender-inclusive language in all promotional materials of ZRS Koper</i>	Technical staff at ZRS Koper	ZRS Koper employees and the interested public	Gender-inclusive language is used in promotional materials published from 2022 onwards	Science Promotion Service, Institute for Linguistic Studies at ZRS Koper	Ongoing /under implementation
<i>Use of gender-inclusive language in studies</i>	Researchers at ZRS Koper	Scientific/professional community and general public	scientific and professional publications and reports of ZRS Koper with gender-inclusive languages	Heads of programme and project groups, and head of the publishing house	2024–2026
<i>Employee training at ZRS Koper on Effective Stress Management and Burnout Prevention</i>	ZRS Koper employees	ZRS Koper employees	One-time training	KEM and Headquarter	2025

5. MEASURES PREVENTING SEXUAL VIOLENCE (RAISING GENDER EQUALITY AWARENESS)

<i>Strategies (activities)</i>	<i>Direct addressees</i>	<i>Indirect addressees</i>	<i>Indicators</i>	<i>Responsible person at ZRS Koper</i>	<i>Timeframe</i>
Monitoring of the <i>Equal Opportunities</i> committee's work	ZRS Koper employee representatives	ZRS Koper employees	Inaugural meeting of members in the new term, annual work report and preparation of Equal Opportunities Rules	Director of ZRS Koper, head of KEM	2025
<i>Establishing channels for anonymous reports of disrespectful behaviour, abuse of position and harassment in the workplace</i>	ZRS Koper employees	Families of ZRS Koper employees	Designate a confidant	President of the Committee on Equal Opportunities, Committee on Ethical Issues of ZRS Koper	2024–2025
<i>Organizing training for researchers on gender equality, sexual harassment, harassment and mobbing in the workplace</i>	ZRS Koper employees	Families of ZRS Koper employees	Training taking place based on perceived /expressed need	ZRS Koper's Committee on Equal Opportunities and Committee on Ethical Issues	ongoing on a yearly basis