

GENDER EQUALITY PLAN 2026

Science and Research Centre Koper
(ZRS Koper)



Date of adoption: 26 th of January 2026 at 5th regular session of the Scientific Council of ZRS Koper	Version: 1	Amendment:	Author: Members of the Commission for Equal Opportunities (KEM) at ZRS
Signature of the responsible person: Direktor ZRS, dr. Rado Pišot:			

PLAN FOR ENSURING EQUAL OPPORTUNITIES FOR EMPLOYEES

AT ZRS KOPER (NUEM)

The NUEM defines the commitment of ZRS Koper to the systematic creation of an inclusive, fair, and non-discriminatory working environment and therefore:

- represents an overarching, strategic document;
- defines the vision, objectives, principles, and guidelines in the field of equal opportunities for all employees;
- has a broader scope than the Gender Equality Action Plan, as it does not focus solely on gender but also addresses various aspects of discrimination and employee vulnerability;
- forms part of long-term strategic planning.

A Purpose and Tasks of the NUEM:

- establishes general principles and objectives for ensuring equal opportunities and non-discrimination of employees;
- defines the strategic vision of ZRS Koper in the field of equal opportunities;
- identifies areas where there is a risk of unequal treatment and recognizes groups of employees who may be particularly vulnerable;
- establishes the legal and organizational framework on which further planning is based, including the preparation of action plans;
- includes situation analyses and broader development orientations;
- defines criteria and methods for monitoring the implementation of activities to ensure equal opportunities at a systemic level.
- Vključuje analize stanja in širše razvojne usmeritve.

B Annual Gender Equality Action Plan (GEP/NES)

The Gender Equality Action Plan is an implementation document that operationally realizes the organization's commitments in the field of gender equality and therefore:

- is based on the overarching plan for ensuring equal opportunities and national and EU legislative frameworks;
- focuses on gender equality;
- defines specific measures, deadlines, responsible persons, and performance indicators (Indicators – Annex 1);
- is more precise and implementation-oriented than the NUEM;
- is adopted annually, after which the effectiveness of implemented activities is monitored based on indicators and a report on results from the previous period is prepared;
- the implementation of measures and preparation of reports is overseen by the Commission for Equal Opportunities of ZRS Koper.

B1 Purpose and Tasks of the Gender Equality Action Plan

The Action Plan is aimed at the practical realization of the organization's commitments in the field of equal opportunities and gender equality and therefore:

- translates strategic objectives into concrete measures;
- defines a timeline, responsible persons, and task holders;
- introduces measures aimed at:
 - improving gender balance in employment and leadership;
 - preventing sexual harassment;
 - introducing the use of gender-sensitive language;
 - contributing to the reconciliation of private and professional life;
- contributes to the collection of gender-disaggregated data and other relevant information in this field;
- includes performance indicators and defines reporting methods on achieved results;
- defines the operational implementation of objectives and the measurement of effects.

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GEP for 2026

- The Gender Equality Action Plan of ZRS Koper (NES) will also this year follow the objectives of the R&I PEERS project, which aims to disrupt established gender-biased practices and unconscious (unwritten, informal, invisible) rules that limit the participation of women and early-career researchers and their successful development in science. In doing so, it contributes to the promotion of gender equality in the research environment.
- The content of the NES of ZRS Koper for this year was defined based on identified needs and responses to broader structural factors influencing equal opportunities for researchers in Slovenian society, as well as based on the specific characteristics of the organizational structure, culture, and prevailing practices at ZRS Koper.
- The Action Plan is a document that includes an annual activity plan and is reviewed, supplemented, and modified annually according to needs; it is a “living document.”
- The tasks of the Gender Equality Action Plan are aimed at the practical implementation of the organization’s commitments in ensuring gender equality.
- The document represents a bridge between strategic goals and their actual implementation, as it translates strategic guidelines into concrete, feasible measures. At the same time, it defines the implementation timeline and identifies responsible persons and task holders.
- The Action Plan introduces measures aimed at improving gender equality in employment and leadership, preventing sexual harassment, and promoting the use of gender-sensitive language within the organization. In addition, it contributes to better work–life balance for employees and to the systematic collection of gender-disaggregated data and other relevant information related to gender equality.
- The document also includes clearly defined performance indicators (in the annex) and specifies methods for monitoring and reporting on achieved results, thus enabling operational implem

In line with EU guidelines, the NES focuses on five areas in which we aim to establish or strengthen equal opportunities for researchers, both in terms of gender and other characteristics defining their position (gender identity, ethnicity, religion, etc.).

These areas are:

1. **equal gender opportunities** in recruitment and career advancement;
2. **gender balance in leadership** and decision-making positions, remuneration, and in scientific excellence;
3. **work-life balance**;
4. **integration of the gender dimension** into research and teaching content (gender-inclusive language in research, promotional materials, and official documents);
5. **measures to prevent gender-based violence**, including sexual harassment (raising awareness of gender equality).

1. EQUAL GENDER OPPORTUNITIES IN RECRUITMENT AND CAREER ADVANCEMENT

<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 report (included in reports 'Glasnik ZRS)	Legal and HR Office and KEM	Long-term and annually
<i>Mentoring in the onboarding of new employees</i>	All newcomers / new employees	Employees at ZRS Koper	Report on information flow - once year (indicators)	Legal and HR Office and head of institute and units	2026
<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	Head of Centre for Project Management, National Projects Service, established researchers with several successful project applications	once a year Long-term /
<i>Training in the preparation of individual development plans for managerial staff and mentors</i>	Heads of institutes and units and mentors	Employees at ZRS Koper	Training taking place once a year	Head of administration and Legal and HR Office on proposal on KEM	2026
<i>Regular meetings of early-career researchers with the Director</i>	Young researchers (financed by ARIS or International project)	Mentors and Young researchers	Indicators: Report on meetings – 3 meetings per year	Director ZRS (Director's office)	2026

<i>Preparation of individual HR plans for all newly employed staff (young researcher, researcher and other professional staff)</i>	Newly recruited researchers and administrative staff	Employees at ZRS Koper, mentors	Indicator: work report of ZRS (alternatively: annual performance reviews of employees)	Head of administration and Legal and HR Office, and mentors	Annually regarding the work programme
<i>Regular professional training for employees</i>	Researchers and professional employees at ZRS Koper	Institutes and units at ZRS	Training in accordance with the annual plan	Management and heads of institutes and Units, based on employee proposals	Ongoing or on an annual basis, in line with the ZRS annual work programme
<i>Establishment of a council of early-career researchers and staff</i>	Early-career researchers and early-career professional and technical staff	Employees at ZRS Koper	Establishment and functioning of a council	Based on idea of KEM, the Scientific Council of ZRS propose to early-career employees. –	Establishment and operationalization by 2027

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	Indicators -Statistics presented to ZRS Koper employees	Legal and HR Office and head of institute and units	Long-term/ annually
<i>Annual statistics on gender balance according to received awards and scholarships</i>	Bodies of ZRS Koper	ZRS Koper employees	Indicators - Statistics presented to ZRS Koper employees	Legal and HR Office and head of institute and units	Long term/ annually
<i>Organization of events promoting scientific excellence with special emphasis on young people and female researchers. Encouragement to apply for scientific achievement awards</i>	Female researchers and young people	Researchers and general public	The 'Glasnik znanosti' award	Heads office and Administration of ZRS Koper	Long-term (biennial 2027)

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>
Annual statistics on the use of work-life balance mechanisms (maternity/parental/paternity leave, family/medical leave, etc.)	ZRS Koper employees	Families of ZRS Koper employees	Statistics presented to ZRS Koper employees	Legal and HR Office and KEM	Ongoing and on an annual basis
Implementation of an employee job satisfaction survey	ZRS Koper employees	ZRS Koper employees	A survey conducted among employees at ZRS Koper, presentation of the results, and preparation of proposed measures for improvement	KEM and the Public Opinion Research Centre at ZRS	2026
Working conditions: possibility of working from home; flexible working hours	ZRS Koper employees	Families of ZRS Koper employees	Indicators: Statistics on the use of work-from-home days	Headquarters and the Legal and HR Office	2026
Care for the psychophysical health of employees (promotion and implementation of psychophysical status (PFS) measurements for interested employees; workshop: workplace exercise; recreational activities for employees (beach volleyball))	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	2026

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 in 2026
<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	PR Office, Institute for Linguistic Studies at ZRS Koper, Publishing house ZRS	Ongoing /under implementation in 2026
<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	2026
<i>Employee training at ZRS Koper on the topic of gender-inclusive language</i>	ZRS Koper employees	ZRS Koper employees	One-time training	KEM and Headquarter and Institute for Linguistic Studies at ZRS Koper	2026

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 (KEM) work	ZRS Koper employee	ZRS Koper employees	Annual monitoring of NES according to the plan and indicators	KEM and ZS Koper, Director of ZRS Koper	Ongoing / on an annual basis
Monitoring the work of the employee representative	ZRS Koper employees	ZRS Koper employees	Report on the activities of the employee's representative	Appointed employee's representative	2026
<i>Organizing training based on identified needs for employees on gender equality, sexual harassment, harassment and mobbing in the workplace</i>	ZRS Koper employees	ZRS Koper employees	Training based on identified needs: respectful communication in the workplace; training for confidential persons (at least one training session and/or informational-awareness campaign (posters))	ZRS headquarters based on proposal from KEM and Committee on Ethical Issues	2026
<i>Implementation of a policy addressing various forms of violence in research and academic settings, using the recommendations of the UNISAFE toolkit</i>	ZRS Koper employees	ZRS Koper employees	Familiarization with the UNISAFE toolkit and preparation of a plan for introducing good practices for 2027	KEM	2026-2027