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Gender Equality Plan (GEP) for the Swedish Geotechnical Institute (SGI)

1. Background

SGI is a workplace in which women and men have equal rights and opportunities and are treated equally. No one shall be subjected to discrimination, harassment, bullying or other abusive treatment. This plan constitutes SGI's Gender Equality Plan (GEP) in accordance with the European Commission's requirements for participation in Horizon Europe and describes how the government agency takes a systematic approach to gender equality and equal opportunities.

1.1 Regulatory framework and guiding principles

SGI's gender equality work is based on the Swedish Discrimination Act, the Swedish Work Environment Act, the Swedish Parental Leave Act, the Swedish Government's gender equality policy objectives, SGI's values and other governing documents.

2. Implementation of gender equality work

2.1 Responsibility and resources

The Director General has overall responsibility for SGI's gender equality work and for ensuring that the necessary resources, expertise and organisational arrangements are in place to carry out this work.

Managers with staff responsibility are responsible for integrating gender equality and equal opportunities perspectives into operational planning, strategic competence planning, occupational health and safety work, recruitment and employee development. The HR Unit coordinates the work and is responsible for organisation-wide follow-up and support.

Gender equality work is integrated into SGI's regular governance, operational planning and strategic competence planning. The work contributes to SGI's strategic objective of being an effective specialist government agency characterised by employee engagement, job satisfaction and an appropriate mix of skills and staffing.

2.2 Monitoring, statistics and analysis

Gender equality work is monitored through SGI's systematic occupational health and safety work and its equal opportunities and anti-discrimination work, together referred to as SAM-LAD, as well as through operational planning and workforce monitoring.

Information is collected through employee development reviews, departmental review meetings, risk assessments, occupational health and safety reviews, action plans and equal pay audits. The results are analysed at the individual, departmental and organisational levels.

An annual equal pay audit is conducted to identify, remedy and prevent unjustified differences in pay and other terms and conditions of employment between women and men.

SGI annually monitors the following indicators:

- Gender distribution among employees.
- Gender distribution among new recruits.

- Results of the equal pay audit.
- Sickness absence among women and men.

The results of the monitoring are reported as part of regular operational follow-up and in the annual report.

2.3 Competence development and knowledge

Managers with delegated occupational health and safety responsibilities must have sufficient knowledge of occupational health and safety legislation, anti-discrimination legislation and SGI's governing documents. Senior management, managers, health and safety representatives and staff in other relevant roles receive support and information to enable them to actively promote gender equality.

SGI offers employees stimulating work and opportunities for development through skills development, exchange of experience and increased responsibility. The government agency provides training in areas including shared public-sector values, employee responsibility, development-oriented leadership, occupational health and safety and crisis preparedness. These initiatives contribute to an inclusive workplace and leadership that promotes gender equality.

3. Areas of gender equality work

3.1 Gender equality in recruitment, strategic competence planning and career development

SGI follows a professional recruitment process based on operational needs and designed to support its long-term strategic competence planning. Recruitment is based on objectivity, equal treatment and shared public-sector values. Selection and appointment decisions are based on competence and organisational needs.

Equal opportunities considerations are considered throughout the strategic competence planning process, from recruitment and induction to skills development, career development and departure from the organisation. All employees are given equal opportunities to develop their skills and ability to take responsibility, regardless of gender or any other ground of discrimination.

3.2 Gender equality in leadership and decision-making

SGI's leadership is characterised by responsibility, dialogue, participation, integrity and respect. Managers shall serve as role models who embody the government agency's values and actively promote equal rights and opportunities.

Leadership shall create the conditions for employee engagement, job satisfaction, development and influence, and shall contribute to an inclusive work environment in which everyone is treated equally.

3.3 Equal pay and employment conditions

SGI's pay-setting process is characterised by equal treatment, objectivity and non-discrimination. Pay shall be determined based on competence, performance, responsibility, the complexity of the work and other requirements associated with the position.

Pay shall be individually determined and differentiated, with equal pay for work of equal value. Annual equal pay audits and pay analyses shall be used to identify, prevent and remedy unjustified pay differences.

3.4 Work-life balance and organisational culture

SGI shall provide a safe, healthy and inclusive work environment that supports work-life balance, well-being, employee engagement and a sustainable working life.

The organisation shall be characterised by openness, collaboration, respect and trust. Diversity shall be valued, and employees' expertise and experience shall be utilised. Flexible working arrangements shall support both organisational needs and employees' ability to rest, recover and maintain a healthy work-life balance.

3.5 Gender equality in research, knowledge development and external activities

SGI promotes a creative, inclusive and development-oriented research and innovation environment in which employees' different areas of competence, experience and perspectives are utilised. Research shall be characterised by collaboration, knowledge-sharing and equal opportunities for participation, development and influence.

SGI's work on gender equality and equal opportunities shall permeate all activities. This includes research and development activities as well as the government agency's national and international collaborations.

3.6 Prevention of harassment and sexual harassment

No employee shall be subjected to discrimination, harassment, sexual harassment, bullying or other abusive treatment. Risks shall be identified, analysed and addressed as part of SGI's occupational health and safety work. Cases shall be handled promptly, professionally, lawfully and in a procedurally fair manner.