



GENDER EQUALITY ACTION PLAN

TABLE OF CONTENTS

A.	Human Resources	1
B.	Management & Support	1
C.	REL/ACTION	2
D.	ECOSYSTEM	2
E.	Team Seminar/meeting TF	2
F.	Training	3
G.	Implementation and Monitoring	3

A. HUMAN RESOURCES

- Grant the possibility for pregnant employees to reduce working hours by 1 hour/day, independent of the stage of the pregnancy
- Grant the possibility for pregnant employees to refuse travelling, upon request
- Grant the possibility for breast-feeding employees to refuse travelling up till the child is 1 year old, upon request
- Grant the possibility for breast-feeding employees to proceed to unlimited teleworking up till the child is 1 year old, upon request.

B. MANAGEMENT & SUPPORT

- Design an integration process after long leave in a bidirectional collaboration between the employee and employer
- Ensure presence of sanitary pads and tampons in both offices and one bin in all toilets

- Ensure possibility of locking the door of the bathroom to use the sink or ensure there is a sink installed in all toilets
- Adapt a room into a temporary lactation room/space in the offices when necessary
- Investigate the possibility to create a repertoire of speakers representing minorities.

C. REL/ACTION

- Add gender aspect in all communication strategies, notably systematic use of inclusive writing (with rules) [for ENC comm strategy and for all projects]
- Commit to gender-balanced panels in all events
- Add gender dimension:
- in SECAPs [CoM]
- Hubs
- Every project proposal coordinated by ENC should include a “chapter” on gender dimension and ENC should also strive to have gender dimension included in projects proposal in which we are partner
- Collect best practices on gender equality from members (envisage financial support from ADEME)

D. ECOSYSTEM

- Add in the membership pack that we encourage gender diversity in the representatives for the Board
- Explore partnership with organisations focusing on gender equality questions
- Information watch on calls for projects dedicated to gender equality in our themes of action

E. TEAM SEMINAR/MEETING TF

- Invitation of an inspiring guest for a session during the team seminar/one team meeting to highlight gender-equal ethics, best practice, project achievements etc



F. TRAINING

- Awareness on gender-biased stereotypes [compulsory]
- Inclusiveness tools [compulsory]
- Inclusive writing [compulsory]
- Self-confidence [voluntary]

G. IMPLEMENTATION AND MONITORING

- Create a TF to implement the action plan
- Create a channel/process to report any issue related to gender inequality via the staff representatives/délégués du personnel
- Follow-up/monitoring of the situation [Once a year]
- Develop a set of gender-based indicators to be monitored as the health indicator questionnaire sent to all staff members will be enlarged with gender-equality related questions
- Make visible the gender difference on the salary graph by using aggregate data to ensure confidentiality
- Follow-up of the implementation of the action plan (by the TF)
- Assessment after 3 years [every 3 years].

Nota Bene: Monitoring is done via the "*Bilan social de l'entreprise*".