

## Aspco Limited T/A Unique Interactive

13 Adelaide Road, Dublin 2  
D02 P950

06.02.2024

### Gender Equality Policy (GEP)

#### Introduction

[Institution's Name] is committed to promoting gender equality and ensuring an inclusive and respectful environment for all its members, including staff, decision-makers, students, and stakeholders. This Gender Equality Policy (GEP) is a formal declaration of our commitment to this cause, underscoring the importance of diversity and equality in fostering a vibrant and productive community. This document outlines our strategic approach to gender equality, detailing dedicated resources, data collection and monitoring practices, training programs, and concrete measures to address key areas of concern.

#### Dedicated Resources

[Institution's Name] commits significant human resources and gender expertise to the effective implementation of this policy. A dedicated Gender Equality Office (GEO) will be established, staffed with experts in gender studies and equipped with the necessary resources to drive our gender equality initiatives forward.

#### Data Collection and Monitoring

To accurately assess and monitor our progress towards gender equality, [Institution's Name] will implement comprehensive data collection and monitoring strategies. This includes the collection of sex/gender disaggregated data on our personnel and students, ensuring a detailed understanding of our institutional demographics. Annual reports will be published, outlining our progress based on predefined indicators and targets.

#### Training

Awareness and understanding are crucial in combating unconscious gender biases and fostering gender equality. To this end, [Institution's Name] will offer regular training sessions on gender equality and unconscious gender biases for all staff and decision-makers. These sessions will be designed to raise awareness, promote understanding, and equip our community with the tools necessary to support gender equality actively.

## Minimum Areas Covered and Concrete Measures

Our Gender Equality Policy addresses the following key areas with specific measures and targets:

1. **Work-life Balance and Organisational Culture:** Implement flexible working hours, remote work options, and support services for childcare to promote a healthy work-life balance and foster a supportive organisational culture.
2. **Gender Balance in Leadership and Decision-making:** Aim for a minimum gender representation threshold of 40% in all leadership and decision-making bodies within [Institution's Name].
3. **Gender Equality in Recruitment and Career Progression:** Adopt transparent recruitment processes and career progression policies that ensure gender equality, including the use of gender-neutral language in job advertisements and the consideration of gender balance in promotion decisions.
4. **Integration of the Gender Dimension into Research and Teaching Content:** Ensure that gender perspectives and gender equality are integrated into the curriculum and research projects, promoting an inclusive and diverse academic discourse.
5. **Measures Against Gender-based Violence Including Sexual Harassment:** Establish a zero-tolerance policy towards all forms of gender-based violence and sexual harassment, with clear reporting mechanisms, support systems for victims, and strict sanctions for perpetrators.

## Conclusion

[Institution's Name]'s commitment to gender equality is unwavering. Through the implementation of this Gender Equality Policy, we pledge to create a more inclusive, equitable, and respectful environment for all members of our community. This policy will be reviewed and updated regularly to reflect our ongoing commitment to gender equality.

Signed,



Jacek Rzepka

Director

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