

GENDER EQUALITY ACTION PLAN AT THE INSTITUTE OF ONCOLOGY LJUBLJANA 2021–2025

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On the basis of Article 18 of the Statutes of the Institute of Oncology Ljubljana, on 21 December 2021, the Director General adopted the

GENDER EQUALITY ACTION PLAN AT THE INSTITUTE OF ONCOLOGY LJUBLJANA 2021–2025

I. The EU Acquis on Gender Equality

Equality and non-discrimination are fundamental values and principles of the European Union, enshrined in its basic Treaties and in the Charter of Fundamental Rights. In the EU, discrimination is prohibited in a number of fundamental legal instruments. The Treaty on the Functioning of the European Union states that in all its activities, the EU shall aim to eliminate inequalities and promote equality between men and women. In defining and implementing its policies and activities, the EU should strive to combat discrimination based on, inter alia, sex or sexual orientation.

In 2017, the European Parliament, the Council and the Commission launched the European Pillar of Social Rights, which sets out 20 key principles and rights for fair and well-functioning labour markets and social protection systems in the 21st century. The Pillar consists of three chapters: (1) equal opportunities and access to the labour market; (2) fair working conditions; (3) social protection and inclusion.

Based on this, in March 2020 the European Commission adopted the Gender Equality Strategy 2020–2025, which sets out the objectives and policy actions to make substantial progress towards a gender-equal Europe by 2025. The goal is a Union within which women and men, whatever their age and diversity, are free to determine the course of their own lives and have the same opportunities for success, participation and leadership in the European sphere. The key objectives are: 1. ending gender-based violence; 2. overcoming gender stereotypes; 3. closing the gender gap in the labour market; 4. achieving equal participation in all sectors of the economy; 5. addressing the gender gap in wages and pensions; 6. closing the gender gap in care and achieving gender balance in decision-making and policy.

On 4 March 2021, the Commission proposed for adoption the Pay Transparency Directive, which ensures that women and men within the EU receive equal pay for equal work. With the proposal, the Commission has set out measures for pay transparency, such as information on pay for jobseekers, the right to know the pay levels of workers doing the same job, and reporting on the gender pay gap. This would make it easier for workers to assert their rights and gain access to judicial protection.

The Commission's Strategy has thus, among other things, introduced gender mainstreaming in research and innovation under the Horizon Europe programme. On this basis, the Head of the Directorate-General for Research and Innovation has proposed the mandatory adoption

of a Gender Equality Plan for all Horizon Europe beneficiaries.

II. The Slovenian Acquis on Gender Equality

Slovenian legislation thus followed international conventions and EU law in ensuring equal opportunities and non-discrimination, which, in line with the Constitution of the Republic of Slovenia, provides for equality before the law irrespective of nationality, race, place, language, religion, political views or other beliefs, financial situation, birth, education, social status, disability or any other personal circumstance.

In 2004, the Constitution of the Republic of Slovenia was amended in the area of the right to vote, which newly encouraged the adoption of measures to promote equal opportunities for men and women to stand as candidates in elections to state and local community bodies.

To ensure compliance with European legislation, the Equal Opportunities for Women and Men Act was adopted in 2001, when Slovenia joined the EU. It lays down common foundations for improving the position of women and creating equal opportunities for men and women in political, economic, social, educational and other areas of social life.

In 2016, the Law on Protection against Discrimination was adopted, which obliges state authorities, local communities, holders of public powers of attorney and legal and natural persons to ensure protection against discrimination or equal treatment of all persons in all areas of state decision-making, legal action and in all their other actions or conduct in relation to third parties.

The Employment Relations Act (ZDR-1) enshrines the right to decent work in the field of employment and protects other rights of employees, including the prohibition of discrimination and the guarantee of equal opportunities and protection of women. It also imposes tortious liability on employers in the event of a breach of the prohibition of discrimination or ill-treatment in the workplace.

In the area of gender equality, Slovenia has also adopted a Resolution on the National Programme for Equal Opportunities for Women and Men (2015–2020), which highlights the need to improve the availability of data, analysis and research in the area of gender equality, to increase the number of scientific studies and analyses on gender equality, and to adopt measures to encourage and support research in this field. The Resolution draws attention, among other things, to the significant gender gaps in salaries, bonuses and honorary titles, with the main aim of raising awareness of the reduction of inequalities between women and men in science. In the area of improving career opportunities for male and female researchers by including the principle of equal gender opportunities, it is also worth mentioning the Resolution on the Research and Innovation Strategy of Slovenia 2011–2020 (ReRIS11-202).

III. The IO's Internal Rules on Gender Equality

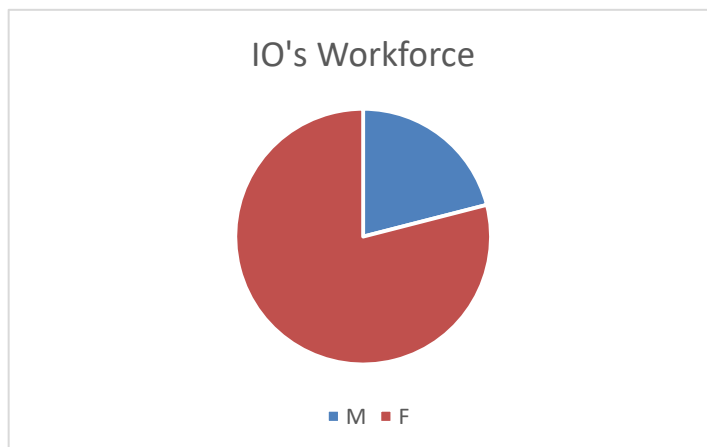
In 2015, we adopted the Policy on the Protection of the Dignity of the Employee at the IO Ljubljana, which aims to ensure a work environment in which no employee is subjected to discrimination, unequal treatment, sexual and other harassment and ill-treatment. The Policy thus prohibits all forms of ill-treatment and harassment, including sexual harassment, and entails a broad definition of the latter to include verbal, non-verbal and physical harassment, as well as any other conduct of a sexual nature intended to violate a person's dignity. The document details the procedures and options for taking action against the abovementioned actions. The Policy also establishes an agreement between the employees of the IO, so they are obliged to create a working atmosphere in which women and men respect each other. Every employee of the IO, regardless of the position and type of employment contract, has the right and the duty to report any unequal treatment or harassment of a colleague, and must be provided with adequate protection.

The 2020 Code of Conduct for Employees of the IO highlights the requirement to respect the dignity of individuals, which must be respected in all our relations at the IO. The Code of Conduct thus defines a respectful and equal relationship with patients, colleagues, contractors and the employer. The purpose of the Code is to define principles of behaviour and respectful and equal communication. To help resolve ethical dilemmas, the Ethics Committee of the IO has been established, which is responsible for dealing with ethical questions of employees, for giving opinions and positions in the field of ethics and for helping to resolve ethical dilemmas.

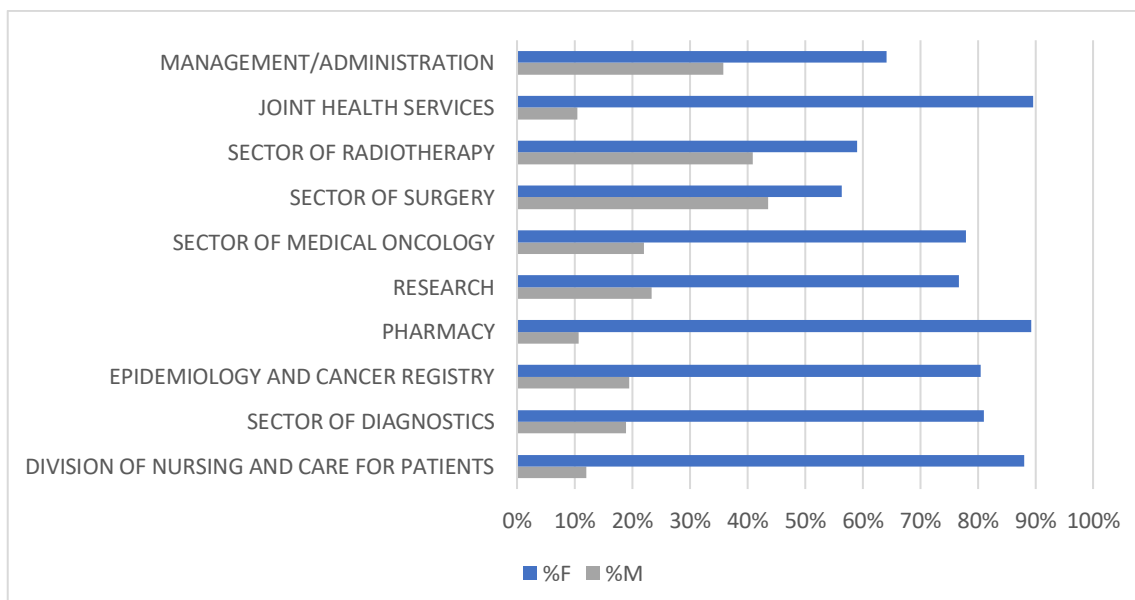
The IO has a dedicated team of advisors to help, advise and support victims of violence. Appointed by the Director-General, they have a primarily preventive, advisory and formal role in helping to take action in cases of unequal treatment, discrimination, violence and ill-treatment in the workplace. There is also a procedure for reporting such acts and behaviours among colleagues or by third parties on the IO's internal website.

IV. Assessment of the Gender Equality Situation in the IO Workforce

An analysis of the current staffing situation at the IO has shown that at the Institute level, the female workforce dominates, accounting for 79% of the total workforce, while the male workforce accounts for 21%. This is the result of a longer-lasting trend, with more women than men choosing to work in healthcare on average. This applies not only to medical staff, but also to support services.



In terms of the number of employees in each department and sector, female staff also predominate, as shown in the analysis below.



The largest difference in the number of employees according to the gender criterion, where female employees predominate, is in the following sectors:

- Joint Health Services
- Pharmacy
- Division of Nursing and Care for Patients
- Diagnostics
- Epidemiology and Cancer Registry

Gender differences in employment are also pronounced in the following sectors:

- Medical Oncology
- Research
- Management/Administration

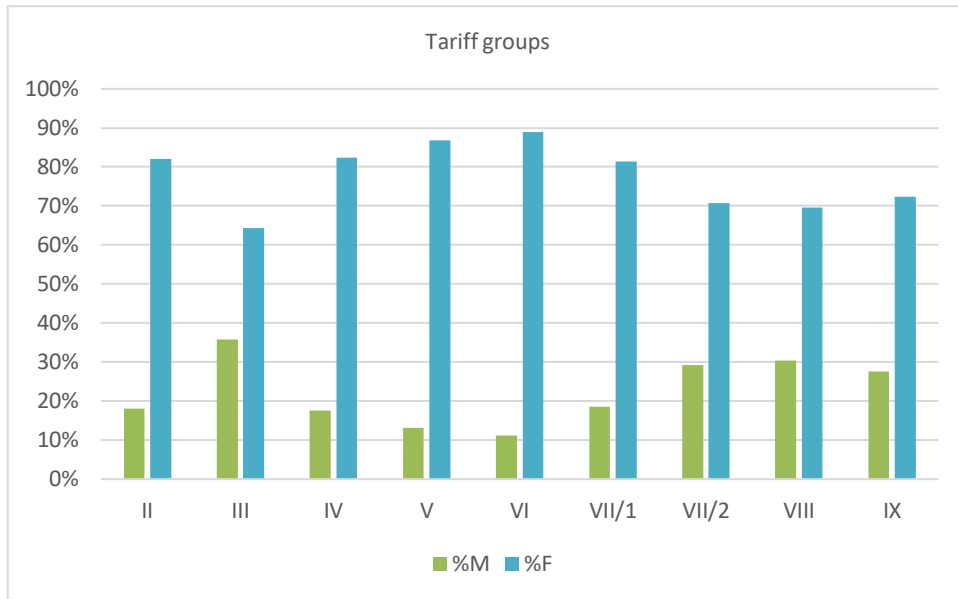
The most gender-balanced sectors are:

- Sector of Radiotherapy
- Sector of Surgery

In order to get a clearer picture of the gender balance, we analysed employees by gender in different positions. The posts of physiotherapist, administrative assistant, consultant and health analyst are currently only held by women. The posts of registered nurse, pharmacist, lab technician, community nurse, nursing assistant, medical assistant, assistant and health administrator are held by more than 80% of women. More women (79%) also hold the post head of unit. There is a higher male representation in IT, technical and radiological engineer jobs, where more than 50% of the staff are men. Currently, the most gender-balanced posts are research fellow and non-specialist doctor.

The posts of Medical doctor senior specialist, Internship trainee medical doctor, Medical doctor specialist and Resident medical doctor are also held by more women than men, with the specialist doctor post being the most gender-balanced (62% of women and 38% of men).

For the purpose of the action plan, we have also analysed the IO staff by gender and tariff group. This analysis also shows us a higher percentage of female employees in all tariff groups. Women predominate in the highest percentages in tariff groups II, IV, V, VI and VII/I. Tariff group III is the most gender balanced with 64% women and 36% men.



The IO also employs more women with a Master's degree (28% men, 72% women) and more women with a PhD (34% men, 66% women).

Historically, the IO has had 13 directors-general, with more men (69%) than women (31%). The same is in the expert field, where the IO has so far had 5 medical directors, 3 of whom were men (60%) and 2 women (40%).

Despite equal opportunities for employment and career advancement, there are more women than men among the IO's employees. It can be assumed that this is the case because more women than men are taking part in healthcare education. On average, women are more likely to choose a career in healthcare.

The analysis has shown us that the support services are also dominated by female employees. One can assume that this is due to the fact that, as part of the public sector, the starting salaries of support services are lower than in the private sector and therefore men are less likely to choose to work in the IO's support services.

V. Analysis of the Situation in the Field of Research

In the field of research, we have a research team registered with the Slovenian Research Agency (ARRS). Researchers who are part of the research group are habilitated in teaching or research titles. Teaching degrees are obtained at universities and are equivalent to research degrees. The conditions for habilitation also include the conditions for working in foreign institutions, which is also not feasible for those with families, especially young children, if there is not an appropriate supportive environment at the employee's destination.

At the IO, 257 researchers are registered with the ARRS, of whom 70.82% are women.

| Researchers | Number | % |
|--------------|------------|-------|
| men | 75 | 29.18 |
| women | 182 | 70.82 |
| Total | 257 | |

The gender distribution is slightly better in the case of habilitated senior lecturers, of which there are fewer than registered researchers, but this field is also dominated by women (64%), and currently the Head of the Department of Radiotherapy and Oncology is also female.

| University teachers and assistants | Number | % |
|------------------------------------|------------|---------|
| men | 37 | 35.2381 |
| women | 68 | 64.7619 |
| Total | 105 | |

In the area of programme and project management, the distribution structure is also more balanced. Gender is almost equally represented in projects and programmes.

| Programmes and projects | Number | % |
|-------------------------|-----------|----|
| men | 14 | 48 |
| women | 15 | 52 |
| Total | 29 | |

When it comes to enrolment in clinical studies, women again dominate. 64% of clinical studies are led by women.

| Clinical studies | Number | % |
|------------------|-----------|----|
| men | 8 | 36 |
| women | 14 | 64 |
| Total | 22 | |

Several committees work at the IO to ensure the smooth running of research: Clinical Protocols Peer Review Committee, Ethics Committee, Titles Committee and Infrastructure Programme Committee. The tables below show the breakdown of members by gender. Women are also more involved in the work of the Committees, with the exception of the Titles Committee, where the proportion of women is only 25%.

| Clinical Protocols Peer Review Committee | Number | % |
|---|-----------|-------|
| men | 5 | 41.67 |
| women | 7 | 58.33 |
| Total | 12 | |

| Ethics Committee | Number | % |
|-------------------------|-----------|-------|
| men | 4 | 36.36 |
| women | 7 | 63.64 |
| Total | 11 | |

| Habilitation committee | Number | % |
|-------------------------------|----------|----|
| men | 3 | 75 |
| women | 1 | 25 |
| Total | 4 | |

| Infrastructure Programme Committee | Number | % |
|---|----------|-----|
| men | 0 | 0 |
| women | 3 | 100 |
| Total | 3 | |

The analysis of the situation in the IO's research activities shows a similar picture as the analysis of all the Institute's employees. The reasons for the predominant number of women stem from the education system, as more women than men opt for healthcare professions. This applies not only to doctors and nurses, but also to Radiology engineers, pharmacists, biologists, medical laboratory engineers, etc.

VI. Analysis of the Quality and Safety Situation at the IO

The IO has a Quality Committee and a Quality Commission, whose members are representatives of the various expert fields at the IO. Their primary task is to supervise and improve work processes that affect the quality of work and the safety of patients, their families and employees. The table below shows the composition of the IO's Quality Committee, which is composed of four members: the Director General (Head of the Committee), the Technical Director, the Head Nurse, the Head of the Laboratory Activities Department. Currently, the Quality Committee consists entirely of women.

| Composition of the IO's Quality Committee | Number | % |
|--|----------|-----|
| men | 0 | 0 |
| women | 4 | 100 |
| Total | 4 | |

The Quality Commission is made up of members representing the different areas of expertise of the IO, again with a predominance of the female gender.

VII. Analysis of the Situation in the Field of Prevention of Violence and Sexual Harassment

The analysis of the data on the representation of women and men shows that the gender structure of the advisers in the violence prevention group is again unbalanced, with only one man (16.7%) and 5 women (83.3%). The educational structure of all representatives is the same.

| Violence prevention advisers | Number | % |
|-------------------------------------|----------|------|
| men | 5 | 16.7 |
| women | 1 | 83.3 |
| Total | 6 | |

An analysis of the data on colleagues who needed advice from advisors shows that this category is dominated by women from different occupations and educational levels.

VIII. Gender Equality Action Plan at the IO 2021–2025

| OBJECTIVES | MEASURE | INDICATORS | TIMEFRAME | RESPONSIBLE FOR IMPLEMENTATION |
|---|--|---|--|--|
| Education and awareness-raising on the importance of gender equality | <ul style="list-style-type: none"> IO's commitment to gender balance for internal training lecturers | Report on internal training courses delivered, by gender | In the annual report | Head of Research and Education |
| | <ul style="list-style-type: none"> Raising staff awareness on gender equality | Publications of articles and news items | 1–2 x per year | Head of PR |
| Balanced and proper gender distribution among senior positions | <ul style="list-style-type: none"> Regular monitoring of gender distribution in various senior positions | Report preparation | In the annual report | Head of HR |
| | <ul style="list-style-type: none"> Training for managers in human resources management | Training provided, internal meetings | Year 2022— in line with the IO Strategy | Head of HR |
| Gender equality in employment | <ul style="list-style-type: none"> Monitoring of staff by gender according to applications and existing posts | Report preparation | Annual report | Head of HR |
| | <ul style="list-style-type: none"> Preparation of a new Gender Action Plan every four years | Preparation of an action plan | January 2025 | Head of Legal Service |
| | <ul style="list-style-type: none"> Upgrading the recruitment and selection process to include a gender perspective | Preparation of the analysis | Year 2022— in line with the IO Strategy | Head of HR |
| | <ul style="list-style-type: none"> Develop a plan for the promotion of the nursing and medical professions, including a gender perspective | Plan of promotional activities | Year 2022—in line with the IO Strategy | Head of HR |
| Elimination of all forms of discrimination based on sex, sexual orientation, sexual violence and harassment | <ul style="list-style-type: none"> Use of job titles in the drafting phase of new documents in the correct grammatical gender | Ongoing control reviews of newly drafted internal documents | Regular ongoing reviews 2021–2025 | Head of Legal Service |
| | <ul style="list-style-type: none"> Organisation of training courses for staff on communication | Implementation of organised trainings | In line with the adopted IO Strategy 2021–2026 | Head of the Violence Prevention |
| | <ul style="list-style-type: none"> Raising awareness among employees about the importance of mutual respect | Publications of articles and news items | 1–2 x per year | Head of the Violence Prevention |
| | <ul style="list-style-type: none"> Publication of relaxation techniques and strengthening stress regulation in the workplace. | At least 10 publications per year | 10 x per year | Coordinator of the Take a Breath group |
| Equal opportunities in research work | <ul style="list-style-type: none"> Monitoring research results by gender. | Record keeping | 1 x per year | Head of Research and Education |
| | <ul style="list-style-type: none"> Tracking applications for calls for research projects by gender. | Record keeping | 1 x per year | Head of Research and Education |
| Creating competitive working conditions | <ul style="list-style-type: none"> Annual questionnaire to identify employee satisfaction. | Implementation of SIOK | 1 x per year | Head of Quality Assurance |
| | <ul style="list-style-type: none"> To explore candidates' expectations and opportunities in order to create competitive working conditions. | Report on the analysis | Year 2022— in line with the IO Strategy | Head of HR |

* A record of the verification of measures taken or not taken is prepared and maintained by the Human Resources Department.