

GENDER EQUALITY PLAN

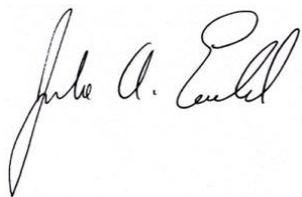
2023-2026

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The current document is the official Gender Equality Plan for European Sustainable Use Group (ESUG) which is adopted by the organization and formally signed by Chair Julie Ewald and Gender Equality Officer, Tetiana Gardashuk (gardashuk@gmail.com).

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Julie Ewald
Chair

A handwritten signature in black ink, appearing to read "Tetiana Gardashuk". The signature is written in a cursive style with a large initial 'T'.

Tetiana Gardashuk
Gender Equality Officer

1. Introduction

This document sets the basis for the implementation of the Gender Equality Plan for the European Sustainable Use Group (ESUG). It aims to integrate gender mainstreaming into the functions of the organisation, including practices, management and avoidance of all forms of gender-based discrimination and violence through the establishment of a gender-sensitive environment. It follows the guidelines of Horizon Europe, the new European Union Framework Programme for Research and Innovation 2021-2027 and meets the four (4) mandatory requirements:

- It constitutes a strategic document about the organisation, signed by the Director and the Gender Equality Officer and has been published on the official website of the organization and actively communicated to all employees and ESUG members.
- It provides dedicated resources and expertise in gender equality to implement the plan and support organisational change.
- It provides for the collection and analysis of data on each gender related aspect.
- It includes information, awareness-raising and training actions on gender equality which engage and address all employees and ESUG members and constitutes an ongoing and long-term process.

The ESUG set out to design its Gender Equality Plan in 2023, for the period 2023-2026. Internal analysis will be undertaken in 2023, with the planning phase to take place in late 2023, early 2024, with the GEP implemented in January 2024. It will then be monitored and evaluated over the following two years.

The development and implementation phases of the current GEP follow key steps set out in the tool for Gender Equality in Academia and Research, proposed by the European Institute for Gender Equality and are mentioned in the Horizon Europe guidelines and specifications as follows:

- Audit and control phase: Includes the collection of gender-disaggregated data and the conduction of a critical analysis to identify gender-based inequalities and biases.
- Planning phase: Sets objectives and plans actions and measures to address identified issues, allocate resources and responsibilities, and specify timelines.
- Implementation phase: Publish GEP and implement activities according to the timeline.
- Monitoring and evaluation phase: Regular evaluation of the GEP's progress and yearly updates.

2. Administrative/Organisational structure

The ESUG is a voluntary membership organisation, currently with 135 members from 61 countries; there are 80 members spread across 24 EU countries, one candidate EU country, one associate country and one EEA affiliated country. Of these 25% are female and 75% male. The remaining 55 members come from across the world, of those 30% are female and 70% male. The ESUG is governed by its members, who delegate responsibility between general meetings to an elected Chairperson, currently Dr Julie Ewald, and Committee, currently Dr Tetiana Gardashuk, Dr David Scallan, Dr Viktor Šegrt, Prof Sándor Csányi, Dr Frank Vorhies and Prof Robert Kenward. At a global organisational level, regional network co-chairs are male and female pairs for Europe, North and South America, South Asia and MENA+, likewise for co-editors in Africa. The gender bias of ESUG membership mainly reflects that of researchers working previously in the field of sustainable use – investigating forestry, fisheries, hunting, gathering, and farming. Among 65 new members during the last decade, the percentage female is 38%.

Table 1: Administrative/Organisation structure actions and measures

Measure	Objective	Timeframe	Target	Responsible person
Gender Equality Officer	Create a gender equality responsible position	July 2023	1 position of Gender Equality Officer	Dr Tetiana Gardashuk
Gender Equality Plan	Gender Equality Plan for ESUG to be developed and implemented	August 2023	Yearly monitoring and evaluation	Gender Equality Officer
Collection of gender disaggregated data	Reporting of gender disaggregated data	August 2023	Yearly update	ESUG Chairperson

ESUG is aware of the European policy of equal opportunities between women and men, as it is enshrined in the Treaty on European Union, Articles 2 and 3. In this respect, ESUG is committed to promote gender equality in Research, and to correct existing imbalances in the female and male distribution. Such imbalances may exist in the power distribution, cultural, political, social and physiological differences between genders. ESUG membership reflects collaborators who have been involved in its research projects. It does not have gender-sensitive membership recruitment policies and policies to prevent gender bias in recruitment. There is an existing employment policy that includes the following and which are gender neutral:

- Personnel monitoring and time recording
- Location independent working
- General operating regulations

ESUG does not and shall not discriminate based on gender or gender expression, race, color, national origin, religion, age, disability status, marital status, or sexual orientation, in any of its activities or operations. These activities include, but are not limited to, recruitment of members, appointment of officers, and the selection of vendors and service providers.

Discussions between ESUG committee members is handled by means of digital networks and phone conferences in almost all cases, so that the number of journeys which might affect participation of parents and other carers is a very small minority (the exception being travel to the general assembly and occasional in-person meetings of the committee). The schedule for phone conferences takes into account time restrictions of the participating parents who have to take care of children. As far as possible, ESUG's meetings and events –from small working meetings to large events– take into account childcare needs to enable the participation of those female and male project members who are

accompanied by their children. The location as well as the schedule of a meeting are chosen according to childcare needs when necessary; organizers of meetings will try to organize childcare services if requested; travel limitations of pregnant female project members and of project members accompanied by small children are taken into account.

ESUG is essentially a voluntary organisation, with contracts placed as necessary to conduct projects. Regarding the salary ranges, the organisation complies with national laws and pays individuals the same for tasks irrespective of gender. Moreover, ESUG officially promotes flexible working hours which allow employees/members to work or participate in membership activities remotely. This applies to all employees/members. Furthermore, no formal policy in relation to committee is in place and this is normally based on years of experience and individuals putting themselves or others forward to serve on the ESUG committee. To cope with challenges as they are identified through the aforementioned, the following measures (including a complaints procedure developed also for Section 5) have been designated:

Table 2: Human Resources actions and measures

Measure	Objective	Timeframe	Target	Responsible person
Training to avoid gender biases in recruitment processes	Establish certain characteristics in the employment approach	September 2023	1 training to be delivered internally	Gender Equality Officer
Gender Awareness Day internally	Raise awareness	Annually each September	Half a day annually	Gender Equality Officer
Document to be shared with new members/staff	Info package in relation to members/employee rights & benefits	September 2023	Document	ESUG Chairperson

4. Organisational Communication

ESUG is constantly developing communication material in relation to its research activities. Through this material, ESUG commits to integrate a gender related aspect to reflect diversity, ethnicity, disability as well as additional gender aspects. ESUG has an informal code of good behaviour among all members, but on the other hand there is no formal complaint mechanism to cope with cases of gender and/or sexist discrimination and inappropriate behaviour. To address this the following actions and measures have been designed:

Table 3: Organisational Communication actions and measures

Measure	Objective	Timeframe	Target	Responsible person
Training to avoid gender biases and be gender inclusive in terms of communication	To establish gender inclusive language and communication material as well as appropriate methods of communication	September 2023	Info material to be developed and circulated internally across all employees	Gender Equality Officer
Formal complaint mechanism	To establish an official framework under which complaints can be highlighted and reviewed while allowing employees' anonymity	August 2023	Template for complaints	Gender Equality Officer

5. Gender and Sexual Discrimination and Harassment

ESUG has a zero-tolerance policy against gender and sexual discrimination and harassment. While there are no formal statistics, no cases have been recorded since the organisation was constituted in 2002. Similar to the lack of an official complaint process mentioned in Section 2, ESUG has no formal process for such cases to be noted and addressed. The following actions and measures have therefore been planned to cope with discrimination and harassment issues:

Table 4: Gender and Sexual Discrimination and Harassment actions and measures

Measure	Objective	Timeframe	Target	Responsible person
Training about gender and sexual discrimination and harassment in the workplace	Train and raise awareness	November 2023	1 training session with yearly updates	Gender Equality Officer
Formal discrimination and harassment mechanism	Establish a formal mechanism under which such cases can be reported	November 2023	Reporting mechanism	Gender Equality Officer