

Gender Equity Policy (GEP)

This document contains the Gender Equality Plan of Centre Terre et Pierre (CTP). It was approved on 14th June 2023 by the Management. It sets out the ambition and targets linked to its work to promote gender equality within the organization, as well as important initiatives designed to achieve this ambition. The plan is based on CTP's current situation and circumstances as an applied research institute.

1. General considerations

CTP is committed to the promotion of gender equality and diversity. CTP recognizes that women, men, "no gender", or "genderfluid" may experience forms of gender discrimination.

An enabling environment is needed which overcomes the social constraints that impede the mobility of each human.

The main objectives of the Policy on Gender Equality are :

- ✓ The protection of persons unfairly discriminated against on the basis of gender.
- ✓ The removal of gender inequalities that currently exist, denying individuals fair access to resources and employment opportunities.
- ✓ The promotion of gender equality and diversity.
- ✓ The creation of an enabling environment that specifically addresses the special needs of women, without gender, non-binary, or gender fluids.

2. Protection of persons from unfair discrimination and the registration of complaints

- ✓ Every employee is entitled to enjoy the fundamental right to gender equality and human dignity.
- ✓ CTP respects the dignity and rights of all individuals and will not tolerate any form of unfair discrimination.
- ✓ Unfair gender discrimination may be considered as a serious offence, a gross violation of fundamental rights and detrimental to the policy of CTP.
- ✓ All staff who are alleged to have committed any form of unfair gender discrimination will be subject to disciplinary procedures.
- ✓ If an employee perceives that she / he has been unfairly discriminated against in terms of this Policy, she / he should follow the grievance procedure as stipulated in the work rules.
- ✓ A Sexual Harassment Policy is available and is strongly supported as it outlines specific forms of unfair discrimination.



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3. Recruitment and selection

- ✓ All ads consist of a clear description of the job purpose, key responsibilities, desired qualifications, skills and knowledge, relevant experience and other aspects that are needed to be able to fulfill the position successfully.
- ✓ The job description and the required profile of the candidates are written in a gender-neutral and inviting language.
- ✓ We strive for gender balance in selection panels for leadership positions.
- ✓ CTP's pay structure will ensure equal pay for equal work.

4. Working conditions

- ✓ CTP strives to offer a stimulating and welcoming environment for everyone in the organization. Our investments are aimed at providing state-of-the-art equipment, a pleasant working environment for our scientists and supporting people.
- ✓ CTP strives to offer a safe environment where everybody is treated equally and with respect. Everybody, regardless of gender, gender identity, nationality, ethnical background, religious or political convictions, age and position should be able to flourish and develop. We strive for an equal visibility, empowerment, responsibility and participation of women and men in our organization. In all, CTP wishes to build a culture where people feel they can truly be themselves.
- ✓ Discriminatory humor is particularly offensive, regardless of how innocently intended it may be. At least some, if not all, of the "audience" will be offended. Jokes made at the expense of specific groups of people depend on, and in turn propagate, demeaning stereotypes.
- ✓ Adequate ablution facilities will be provided for everybody.
- ✓ In order to create an enabling environment that supports the advancement of women, the special reproductive needs of women relating to pregnancy, childbirth and childcare will be taken into consideration.
- ✓ Infrastructure developed will aspire to provide reasonable support for women and men who have family responsibilities.

5. Responsibilities and resources

The HR Manager will monitor and facilitate the promotion of equality and elimination of gender discrimination through education, conciliation and, where necessary, giving assistance to a grievant in pressing formal charges as laid out in the general rules.



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The responsibility for achieving these targets lies with the following :

- ✓ Team Manager. They will be responsible, within their field for appropriate actions to achieve the objectives. They will be supported by HR in recruitment, promotion, ... of personnel.
- ✓ HR is also responsible for data collection and annual assessment.

6. Objectives

CTP was created in 1995 as a not-for-profit organization. Originally the majority of employees were male, but this has gradually changed as more and more women joined CTP.

Today we employ 47 people, and the ratio women/men is 25/75%. This ratio is 27/73% for leadership position.

Since many years CTP is doing significant effort to combining life and work. About 17% of all employees are working parttime and about 63% of all parttime employees are men. Parttime work is allowed for men and women in leadership positions.

We wish to strengthen our efforts to achieve an organization-wide gender equality by means of systematic and long-term work. As a foundation for this work, we have defined several development targets that we believe are both ambitious and achievable over time. These targets apply to the entire CTP organization.

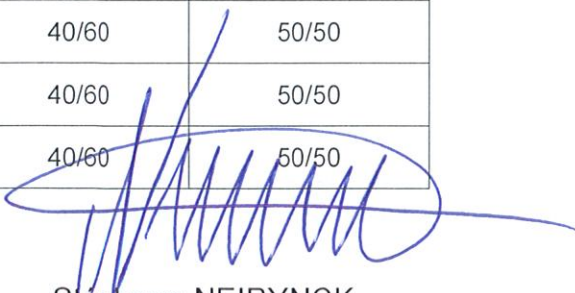
We have defined targets for two indicators based on our starting position. For each dimension, we have defined subordinate targets for gender equality development, to be achieved in two stages: after 5 years and 10 years. These sub-targets are determined based on best discretion, and it may be necessary to adjust them based on lessons learnt as the plan progresses.

However, our assertion is that CTP should maintain a minimum 50/50 gender equality ratio.

Targets :

	Current situation	+ 5 years	+ 10 years
Overall equality status	Ratio women/men 25/75 %	40/60	50/50
Leadership position	Ratio women/men 27/73 %	40/60	50/50
Parttime work	Ratio women/men 37/63 %	40/60	50/50

Tournai, on 15th June 2023



Stéphane NEIRYNCK
General Manager