

Gender Equality Plan

August 2023

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1. Introduction

Focus of the document

APE FVG Gender Equality Plan (GEP) is a set of commitments and actions that aims to promote gender equality in our organization through a process of structural change.

The document was developed in August 2023 and will advance gender equality principles and equal opportunities in the organization's management and procedures. This will result in a better work environment with improved creativity and productivity.

As recommended by the European Institute for Gender Equality (EIGE), our Gender Equality Plan is structured around five essential factors for gender equality:

1. work-life balance and organizational culture
2. gender balance in leadership and decision-making
3. gender equality in recruitment and career progression
4. integration of the gender dimension into research and teaching content
5. measures against gender-based violence including sexual harassment

These five areas will be addressed via concrete objectives, measures and targets in section 3.

Who we are

APE FVG – Friuli Venezia Giulia Energy Agency - is a non-profit organization and, as a legal entity, it is recognized as a public equivalent body (Directive 2014/24/EU). APE FVG was established in 2006 under the IEE EU Programme with the mission to improve energy efficiency and the use of renewable energy sources at regional level. APE FVG promotes initiatives that involve LPAs, local communities and the private sector. Over the past years, climate planning has become one key field of activity for the Agency that supports LPAs in mainstreaming climate change into mitigation and/or adaptation strategies and programmes.

Relevant legislation

As stated in UN Sustainable Development Goal 5, “gender equality is not only a fundamental human right, but a necessary foundation for a peaceful, prosperous and sustainable world”.

With the aim of defining ways to ensure gender equality in research and innovation sectors, the European Commission, in line with the EU Strategy for Gender Equality 2020-2025, has stipulated that public bodies wishing to benefit from funding under the Horizon Europe Programme must submit a Gender Equality Plan, which is therefore an essential requirement for applying to Horizon Europe calls.

Member States set framework conditions for developing and implementing Gender Equality Plans (GEPs). Italian national requirements, fostering gender equality in the public sector, state that public administrations must adopt a Positive Action Plan (PAP). Nevertheless, given Horizon Europe requirements, many universities and research organizations are now developing a GEP, as the PAP does not meet all EU requirements.

2. Building blocks for a GEP

In compliance with the EIGE methodology, in this section the GEP tackles the minimum process-related requirements:

- publication
- dedicated resources
- data collection and monitoring
- training

Publication

Our GEP is a formal document signed by APE FVG Director. It is published on the institutional website <https://www.ape.fvg.it/amministrazione-trasparente/>

Dedicated resources

This document has been elaborated by a multidisciplinary staff with the aim of analyzing and assessing the baseline situation in our organization and to improve our commitment to gender equality. Among the foreseen actions, the Agency plans to appoint a dedicated staff to monitor on the implementation of the GEP. The dedicated staff is represented by the Area Managers.

Data collection and monitoring

Our GEP contains gender disaggregated data on personnel that will be annually updated, and selected among key indicators proposed by Science Europe's Practical Guide to Improving Gender Equality in Research Organizations.

The data collection was carried out by the Administration department. Relevant key figures for the preparation of the GEP were collected and presented. The data refer to the cut-off date of 31.08.2023

Number of employees: 14

Gender:

- Male: 8
- Female: 6

Classification of employees in the Agency:

Executives	Managers	1st Category (3rd payroll scale level)	2nd Category (4th payroll scale level)	3rd Category (5th payroll scale level)	4th Category (6th payroll scale level)
Number: 1	Number: 2	Number: 1	Number: 3	Number: 6	Number: 1
of which 1 male	of which 1 male and 1 female	of which 1 male	of which 2 males and 1 female	of which 2 males and 4 females	of which 1 male

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Working hours of the employees:

All employees work full time (40 hours/week).

Type of employment contracts:

Permanent contract	Fixed-term contract	Apprenticeship agreement leading to a permanent contract
Number: 9 of which 5 males and 4 females	Number: 4 of which 2 males and 2 females	Number: 1 of which 1 male

Education level of staff:

University degree (>3 years)	University degree (3 years)	High school diploma
Number: 9 of which 5 males and 4 females	Number: 2 of which 1 male and 1 female	Number: 3 of which 2 males and 1 female

Average salary situation by classification:

2 nd Category (4th payroll scale level)	3 rd Category (5th payroll scale level)
Female employees in this salary category earn on average 2% more than males in the same category	Female employees in this salary category earn on average 1% more than males in the same category

Selection of new staff:

Every vacancy is always advertised and open to both women and men. The members of the internal commission make a selection of the curricula received, then a first round of interviews is held. The interviews are generally held in person.

Employment status by Department:

Head Office	Administration and accounting	Technical Department	Public Relations
Number: 1 of which 1 male	Number: 2 of which 1 male and 1 female	Number: 9 of which 6 males and 3 females	Number: 2 of which 2 females

Conclusion on data collection:

Based on the assessment of collected data, there are no significant differences in the classification and salary situation between women and men.

The average salary situation between the second and third categories according to the payroll scale level is the same for women and men.

Training

Awareness-raising and training are tools and strategies to increase people's sensitivity to gender equality whilst also giving them the knowledge and skills to mainstream more inclusive approaches.

An evidence-based assessment of the needs of our organization will be performed. Based on the results, a training plan will be developed including different topics such as unconscious bias training for all staff and leaders and/or communications and engagement activities with all staff. All staff, leaders and decision-makers will be engaged in the training based on the real needs of our organization that will be annually reviewed.

3. Recommended content-related (thematic) GEP building blocks

Work-life balance and organizational culture

Target	Action	Target value	Responsible	Resources	Time frame
Regular assessment of employee overall satisfaction regarding work-life balance and well-being	Monitoring through anonymous survey/direct contact with Area Managers	Participation of >90% of employees at least once a year	Area Managers and internal working group	The survey is developed by the internal working group and the appointed staff is available for consultations when necessary - no external resources are required	Annually from 2024
Work organisation to ensure career and family compatibility	Ensure fair application and acceptance of parental leave policies and caring responsibilities in compliance with the legal	Maximum flexibility for employees	Head Office, Area Managers	/	Continuous

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	framework in force				
	Consultations with the staff to assess needs for smart working / flexible work schedule based on personal needs				

Gender balance in leadership and decision-making

Target	Action	Target value	Responsible	Resources	Time frame
Ensure equal access to different roles within the Agency	Support the equal representation of both genders in the various working groups and tasks; identify possible obstacles and barriers	Equal staffing (50%) and equal salary in the positions of the Agency	Head Office	/	Continuous
Provide staff and decision-makers with gender equality training	Set up a training schedule for staff and decision-makers within the Agency	Integration into the Agency's training plan	Head Office, Area Managers	Resources to cover training costs	Continuous

Gender equality in recruitment and career advancement

Target	Action	Target value	Responsible	Resources	Time frame
Review existing staff selection processes and	Foster a balanced representation of both genders in the	Equal representation for each personnel decision	Head Office	/	Continuous

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procedures at all stages, addressing any biases	selection committees.				
Gender equality in career management	Set targets in terms of recruitment of women and progression into senior roles	Key figures to portray staff trends available for consultation	Head Office	/	Continuous

Integration of the gender dimension into research and teaching content

Target	Action	Target value	Responsible	Resources	Time frame
Increase visibility of training opportunities offered by the Agency among female trainees	Design promotional campaigns to increase the presence of women attending the training programmes offered by the Agency	Increase the number of female trainees	Head Office, Public Relations	Own resources	Continuous

Measures against gender-based violence including sexual harassment

Target	Action	Target value	Responsible	Resources	Time frame
Raising awareness against gender-based violence in the workplace	Promote training activities targeted to employees to raise awareness of psychological and physical violence and to create an inclusive work environment	Integrate into the Agency's training plan	Head Office	Resources to cover training costs	Continuous
Advice and guidance	Appointment of a contact person in the Agency for	2 staff members appointed	Head Office	/	Continuous

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reports on
gender-
specific
violence

Digitally signed by
Matteo Mazzolini
Energy Agency of Friuli Venezia Giulia
Director