

II IDIVAL EQUALITY AND DIVERSITY PLAN



Valdecilla
Instituto de
Investigación
Sanitaria **IDIVAL**



GOBIERNO
de
CANTABRIA
CONSEJERÍA DE SALUD

INDEX

1. INTRODUCTION

2. EQUALITY DIAGNOSIS

3. SCOPE OF APPLICATION

4. TEMPORAL SCOPE

5. GENERAL OBJECTIVE

6. ACTIONS

- INTERVENTION AREA 1: SELECTION AND RECRUITMENT PROCESS
- INTERVENTION AREA 2: TRAINING
- INTERVENTION AREA 3: PROFESSIONAL PROMOTION
- INTERVENTION AREA 4: WORKING CONDITIONS
- INTERVENTION AREA 5: CO-RESPONSIBLE EXERCISE OF PERSONAL, FAMILY AND WORK LIFE RIGHTS
- INTERVENTION AREA 6: GENDER UNDERREPRESENTATION
- INTERVENTION AREA 7: REMUNERATION
- INTERVENTION AREA 8: PREVENTION OF SEXUAL HARASSMENT AND HARASSMENT BASED ON SEXUAL IDENTITY AND ORIENTATION
- INTERVENTION AREA 9: COMMUNICATION AND IMAGE

7. MONITORING AND EVALUATION SYSTEM

8. EXECUTION FRAMEWORK

9. ANNEX: ACTIVITY SHEETS

1. INTRODUCTION

The Marqués de Valdecilla Institute Foundation (IDIVAL) is a private foundation belonging to the public foundation sector. IDIVAL promotes and develops biomedical research and innovation in the biosanitary environment of Cantabria, with the Marqués de Valdecilla University Hospital as its epicenter. IDIVAL was created with the aim of seeking solutions to health problems and contributing to scientific, educational, social and economic development.

In March 2015 IDIVAL was accredited by the Instituto de Salud Carlos III as a Health Research Institute.

In October 2018 IDIVAL obtained the European seal of excellence in Human Resources for Researchers: HRS4R.

IDIVAL's mission is to be a cutting-edge research center with a strong transnational component that makes available to society valuable innovations in the prevention, diagnosis and personalized treatment of diseases.

Its vision is to act as the backbone of research and innovation in health in Cantabria, promoting the economic development of the region and the creation of highly qualified employment through collaboration with relevant stakeholders, positioning itself as a center of international reference in research excellence in its priority areas.

The values IDIVAL is committed to, and wants the people who work in this institution to consider them as their own, are: scientific excellence, talent attraction, transparency and effective communication, sustainability, responsibility towards society and specialization.

IDIVAL has two types of personnel: directly employed staff and associated staff, i.e. belonging to the Research Groups and contracted by the institutions that make up IDIVAL: Cantabrian Health Service and University of Cantabria. IDIVAL's direct personnel is divided into research personnel and personnel of the central support unit (UCA).

IDIVAL's II Equality Plan aims to strengthen the organization's commitment to the mechanisms that entail the guarantee of the principle of equal treatment and opportunities, implementing a strategic and people management system, free of any type of direct or indirect discrimination.

IDIVAL continues to show special concern for guaranteeing equal opportunities among its personnel, developing policies to this effect, which include important equality measures in important areas such as training, risk prevention and occupational health with a gender perspective, and the reconciliation of family, work and personal life, among others.

For the development of this II Equality Plan, a complete study has been carried out where the current situation has been analyzed in depth, which has allowed us to identify needs and aspects for improvement that reinforce what was worked on in the First Equality Plan.

For the development of the First Equality Plan, the Organic Law 3/2007, of March 22, for the effective equality of women and men and the Royal Decree-Law 6/2019, of March 1, on urgent measures to guarantee equal treatment and opportunities between women and men in employment and occupation, were taken as a reference.

This second plan contemplates, in addition to the previous regulations, Royal Decree 901/2020, which regulates equality plans and their registration, Royal Decree 902/2020 of October 13 on equal pay between women and men in force since April 14, 2021 and Law 4/2023 of February 28 for the real and effective equality of trans people and for the guarantee of the rights of LGTBI people.

In accordance with the objectives set, a series of actions have been established to avoid any type of discrimination and to achieve effective equal opportunities in IDIVAL.

Likewise, continuity has been given to the areas that have been worked on previously, such as training, prevention of sexual harassment, sexual harassment based on gender, sexual identity and orientation, communication and image, and salary remuneration.

This II Equality Plan continues with the vocation of being an effective tool to work for equality among the staff regardless of their sexual identity and orientation in IDIVAL, so it will serve as a guide for the Equality Negotiating Committee to monitor the actions incorporated into this plan.

In short, this is a practical tool developed and agreed upon by all of the institution's social partners, with a long-term vision to ensure equality at IDIVAL.

This document uses inclusive language except in references to job titles, which appear as they are included in the applicable collective bargaining agreement^①

^① VII Collective Agreement for the personnel in the service of the administration of the Community of Cantabria and Royal Legislative Decree 2/2015, of October 23, which approves the revised text of the Workers' Statute Law.

2. EQUALITY DIAGNOSIS

2.1 Introduction:

For the development of IDIVAL's II Equality Plan, it has been essential to carry out a detailed study, which has allowed the elaboration of a diagnosis of the current situation, especially in terms of equal opportunities, the entity and its personnel, both in quantitative and qualitative terms.

This diagnostic study is the basis that has allowed the approach of several specific and concrete actions in terms of equality, which are adapted to the needs reflected in the framework of the entity and its reality, as well as the strengthening of the measures already adopted in the I Equality Plan of IDIVAL.

The II Equality Plan continues with the strategy of achieving real equality, thus ensuring that all people can be present in the organization under equal conditions across all roles and departments.

The process of obtaining information to assess the initial situation in terms of equal opportunities has been the result of working with objective and subjective data, obtained from the analysis of questionnaires completed by both staff representatives and general personnel, which have been contrasted with the statistics carried out by the Personnel Department of IDIVAL. In addition, it has been completed with the review of relevant institutional documents: Collective Agreements, activity reports, IDIVAL's website contents and results obtained from the analysis of IDIVAL's I Equality Plan.

2.2 Techniques used:

2.2.1 Quantitative analysis:

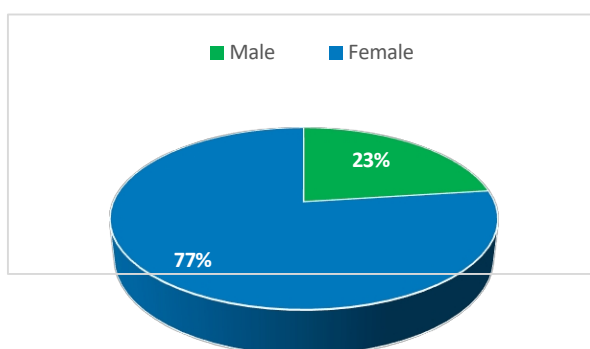
The information collected from quantitative data provided by the work team and disaggregated by sex for December 31, 2023 has been obtained on:

- Representation of personnel by gender, units, types of workday, seniority, age and type of contract.
- Training.
- Integration of work, personal, and family life.
- Compensation and promotion policy.
- Prevention of sexual harassment and harassment based on gender.
- Other information of interest in the area of equality: people at risk of social exclusion, gender violence, occupational risk prevention and occupational health, among others.

2.2.1.1 Personnel by gender:

In 2023 there were a total of 235 people hired, of which 54 (23%) were men and 181 (77%) were women.

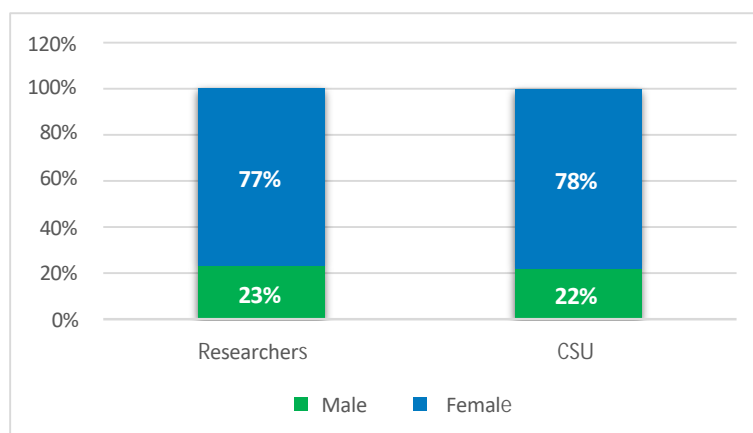
Sex	No. of employees
Men	54
Women	181
Total	235



2.2.1.2 Personnel by work area:

The workers are divided between research personnel and central support unit (CSU) personnel, with the distribution shown below.

	Men		Women		Total
P. researcher	42	23%	139	77%	181
UCA	12	22%	42	78%	54
Total	54	23%	181	77%	235



2.2.1.3 Personnel by hierarchical level:

The highest level of responsibility is that of the Director of Management, who for the last 4 years has been a man. In the case of Coordination, it has gone from being occupied by 2 women and 1 man to being 100% women. As for the Responsibility of Research Groups, within the contracted personnel we find 50% in each group, i.e., one man and one woman. The remaining workers reflect the overall staff distribution.

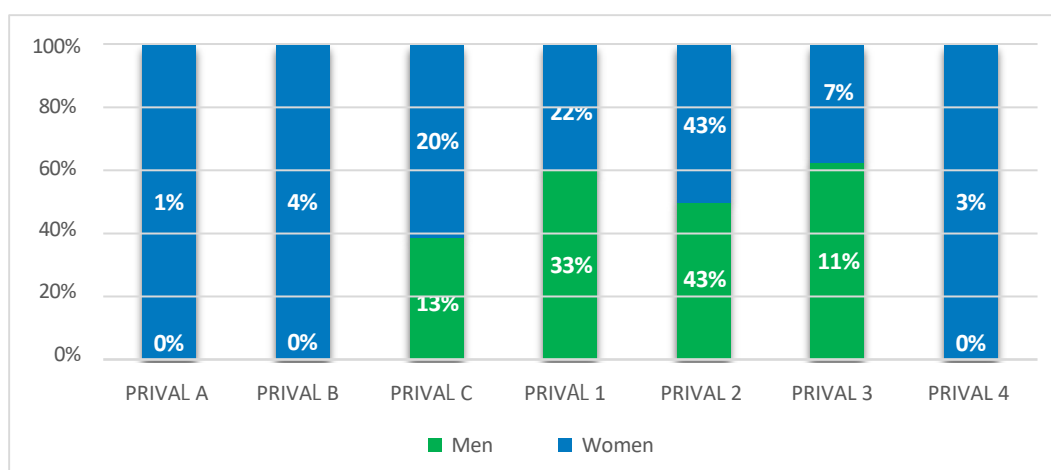
	2020		2021		2022		2023	
	M	W	M	W	M	W	M	W
Director	1	0	1	0	1	0	1	0
Coordinator	1	2	1	2	0	3	0	3
Rble. Group	1	1	1	1	1	1	1	1
Other workers	55	181	50	150	43	122	52	177
Total	58	184	53	153	45	126	54	181

	2020		2021		2022		2023	
	M	W	M	W	M	W	M	W
Director	100%	0%	100%	0%	100%	0%	100%	0%
Coordinator	33%	67%	33%	67%	0%	100%	0%	100%
Rble. Group	50%	50%	50%	50%	50%	50%	50%	50%
Other workers	23%	75%	24%	73%	25%	71%	22%	75%
Total	24%	76%	26%	74%	26%	74%	23%	77%

2.2.1.4 Personnel by educational level:

87% of men have a university education compared to 75% of women. At the doctorate level, 33% of men compared to 22% of women. In terms of vocational training, 13% of men compared to 24% of women.

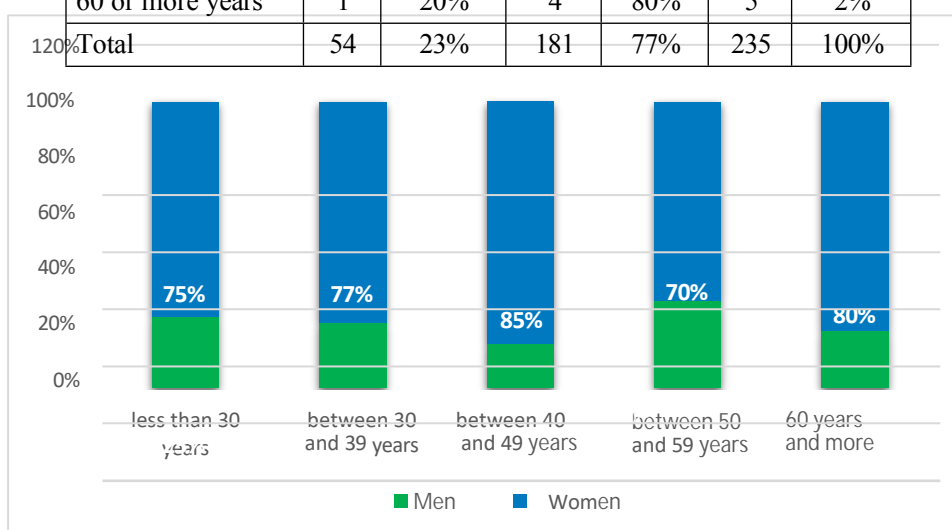
Level of studies	Men		Women		Total	
	N	%	N	%	N	%
PRIVAL A (Compulsory Secondary Education)	0	0%	1	1%	1	0%
PRIVAL B (bachelor's degree or vocational technician)	0	0%	8	4%	8	3%
PRIVAL C (vocational training technical specialist diploma)	7	13%	37	20%	44	19%
PRIVAL 1 (undergraduate university degree)	18	33%	40	22%	58	25%
PRIVAL 2 (second-cycle university degree - official master's degree)	23	43%	77	43%	100	43%
PRIVAL 3 (graduate degree-doctor)	6	11%	12	7%	18	8%
PRIVAL 4 (health science specialist degree)	0	0%	6	3%	6	3%
Total	54	100%	181	100%	235	100%



2.2.1.5 Personnel by age:

44% of the staff is under 30 years of age, with women accounting for 75%, compared to 25% of men. This is followed by 24% between 30 and 39 years of age. In all age groups, the percentage of women is higher than that of men, which is due to the higher number of women hired versus the number of men hired.

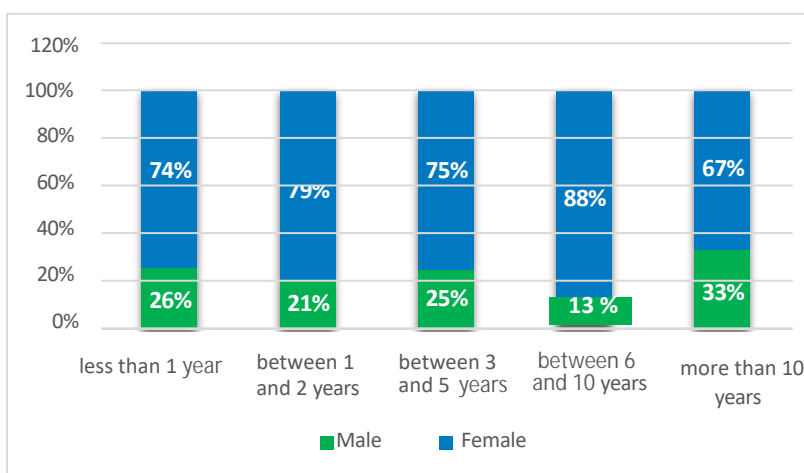
Age groups	Men		Women		Total	
	N	%	N	%	N	%
Less than 30 years old	26	25%	78	75%	104	44%
Between 30 and 39 years old	13	23%	44	77%	57	24%
Between 40 and 49 years old	7	15%	39	85%	46	20%
Between 50 and 59 years old	7	30%	16	70%	23	10%
60 or more years	1	20%	4	80%	5	2%
Total	54	23%	181	77%	235	100%



2.2.1.6 Personnel by seniority:

43% of the personnel have between 1 and 2 years' seniority, with women accounting for 79% of this percentage, compared to 21% of men. 22% of the staff have between 3 and 5 years' seniority, with women accounting for 75% of this percentage compared to 25% of men. 13% of the workforce has been with the company for less than 1 year, with women accounting for 74% of the workforce compared to 26% of the men. 11% of the workforce has more than 10 years' seniority, with women accounting for 67% compared to 33% of men. Lastly, 10% of the workforce has between 6 and 10 years' seniority, with women accounting for 88% compared to 13% of men. In all categories, the percentage of women is higher, especially in seniority between 1 and 10 years.

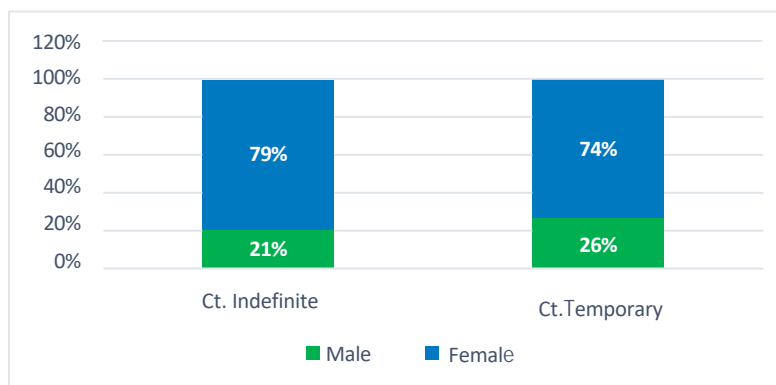
Seniority	Men		Women		Total	
	N	%	N	%	N	%
Less than 1 year	8	26%	23	74%	31	13%
Between 1 and 2 years	21	21%	80	79%	101	43%
Between 3 and 5 years	13	25%	39	75%	52	22%
Between 6 and 10 years	3	13%	21	88%	24	10%
More than 10 years	9	33%	18	67%	27	11%
Total	54	23%	181	77%	235	100%



2.2.1.7 Contract personnel:

Indefinite-term contracts account for 63% of contracts in 2023, compared to 37% of temporary contracts. Of these, 79% are women. This figure is less interesting compared to the analysis of the 1st Plan, since after the reform of the Science Law, almost all contracts are permanent.

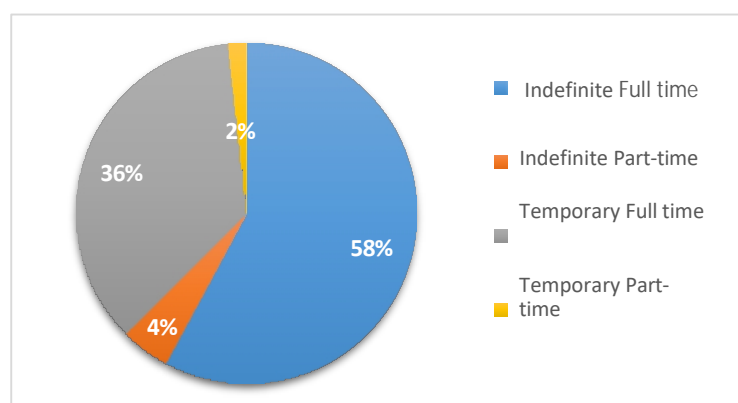
Type of contract	Men		Women		Total	
	N	%	N	%	N	%
Ct. Indefinite	31	21%	116	79%	147	63%
Ct. Temporary	23	26%	65	74%	88	37%
Total	54	23%	181	77%	235	100%



2.2.1.8 Personnel per workday:

At IDIVAL, 7% have a contract of less than 35 hours per week, while 94% of the employees have a full-time contract. Of all men, 9% have a part-time contract, compared to 6% of women. If we analyze the type of contract without taking into account part-time work, we observe that 57% of men have a permanent contract compared to 43% with a temporary contract; however, in women there is a greater difference, with 64% with a permanent contract compared to 36% with a temporary contract.

Working schedule	Total
Indefinite full time	136
Indefinite Part-time	11
Temporary Full time	84
Temporary Part-time	4
Total	235



If we analyze full-time personnel according to the number of hours of the contract, we observe that women represent 81% of full-time personnel, compared to 19% of men. This difference decreases slightly in the full working day of 1575 hours per year, with 77% of women compared to 23% of men.

Journey	Men		Women		Total	
	N	%	N	%	N	%
Workday 1800 hours	7	19%	30	81%	37	17%
Workday 1710 hours	2	18%	9	82%	11	5%
Workday 1687.50 hours	0	0%	1	100%	1	0%
Workday 1575 hours	40	23%	131	77%	171	78%
Total	49	22%	171	78%	220	100%

2.2.1.9 Personnel Movements / Staff Turnover:

Both new hires and departures occurred across both genders and in both units analyzed. Of the total hires made in 2023, 27% were men compared to 73% women. Regarding departures, 14% were men compared to 71% women.

	Hires 2023						Departures 2023					
	Men		Women		Total		Men		Women		Total	
	N	%	N	%	N	%	N	%	N	%	N	%
P. researcher	9	28%	23	72%	32	78%	12	28%	31	72%	43	88%
UCA	2	22%	7	78%	9	22%	2	33%	4	67%	6	12%
Total	11	27%	30	73%	41	100%	14	29%	35	71%	49	100%

2.2.1.10 Personnel by type of contract:

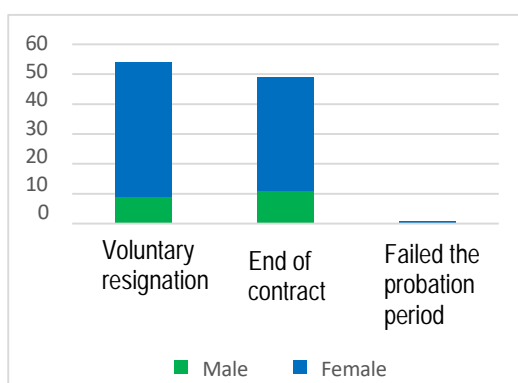
The main types of new hires (90%) were permanent contracts for both men and women. A higher percentage (62%) of the dismissals were also for this type of contract. In both cases, full-time contracts are higher than part-time contracts.

Contract Type			Hires 2023						Departures 2023					
			Men		Women		Total		Men		Women		Total	
			N	%	N	%	N	%	N	%	N	%	N	%
Fixed term	Full time	Practices	1	50%	1	50%	2	5%	3	50%	3	50%	6	12%
		Predoctoral	1	50%	1	50%	2	5%	1	20%	4	80%	5	10%
		Project	0	0%	0	0%	0	0%	4	50%	4	50%	8	16%
Indefinite	Full time		8	24%	25	76%	33	79%	6	22%	21	78%	27	54%
	Part-time		2	40%	3	60%	5	12%	1	25%	3	75%	4	8%
Total			12	29%	30	71%	42	100%	15	30%	35	70%	50	100%

2.2.1.11 Personnel by reason for termination:

In 2023, 104 contracts were completed, of which 84 (81%) were women and 20 (19%) were men. This difference is due to the higher number of women hired compared to the number of men. As for the causes of terminations, 52% were voluntary terminations and 47% were due to termination of contract.

Reason for leaving the company	Men		Women		Total	
	N	%	N	%	N	%
Voluntary resignation	9	45%	45	54%	54	52%
End of contract	11	55%	38	45%	49	47%
Not passed probationary period	0	0%	1	1%	1	1%
Total	20	19%	84	81%	104	100%



2.2.1.11 Personnel on medical leave:

94% of temporary leaves are due to common contingencies, of which 92% are women and 8% are men.

As for occupational accidents, in 2023 there was one with medical leave and 3 without medical leave, 100% of which affected women.

If we look at the number of days that workers were on sick leave in 2023, and without taking into account the type of leave, of the 2,471 days of sick leave, 2,440 days were for women, which represents 99% of the total.

This difference can be found in the greater number of women in the Institute. However, we do find that it is women who are more likely to have an occupational accident (with or without sick leave) and who have longer sick leave.

Type of contingency	Men		Women		Total	
	N	%	N	%	N	%
Non-occupational accident	0	0%	2	100%	2	2%
Sick leave	0	0%	1	100%	1	1%
TA without sick leave	0	0%	3	100%	3	3%
Temporary Incapacity due to Common Contingencies	8	8%	95	92%	103	94%
Total	8	7%	101	93%	109	100%

Sex	Days of sick leave	
	N	%
Men	31	1%
Women	2440	99%
Total	2471	100%

2.2.2 Qualitative analysis:

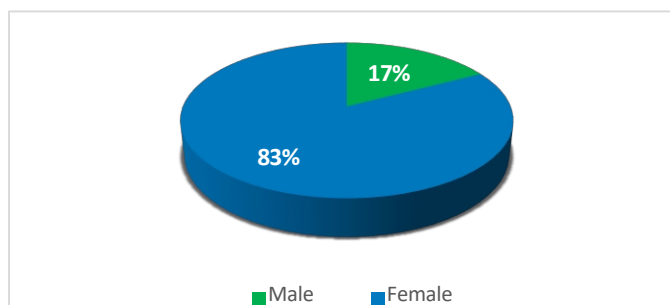
The information collected from qualitative data provided by the work team and disaggregated by sex has been obtained from:

- Opinion questionnaires on equal opportunity issues, addressed both to the legal representatives of the staff and to the personnel in general.
- The study population (N) was 186 people (147 women and 39 men), corresponding to personnel hired on the day the surveys were sent out on 29/11/2023. To preserve anonymity, the questionnaire data were analyzed collectively.
- Personnel management and development policy.
- Communication and language used.
- Documentary review that could be useful to learn about the entity and its management system, equality regulations, collective bargaining agreement, entity's website and statistics obtained through the work team.
- Occupational hazards.
- Quality.

IDIVAL's diagnostic report indicates the initial situation regarding equal opportunities in terms of access to employment, professional classification, promotion, training, remuneration, working time, sexual harassment and gender-based harassment.

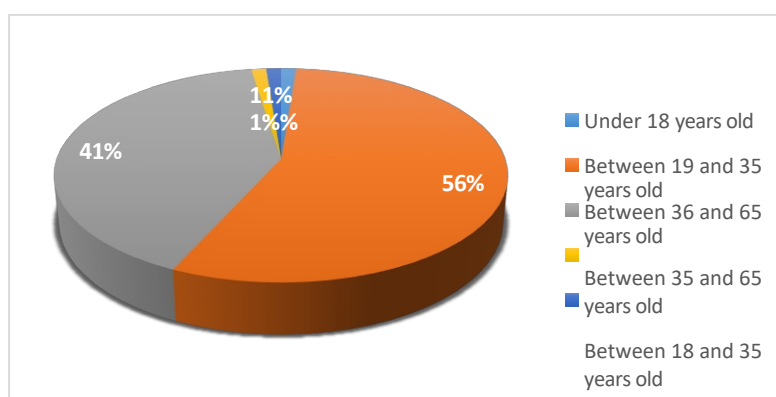
2.2.2.1 Opinion questionnaires on equal opportunity issues:

The following are the results of a survey to which a total of 81 people responded, of which 14 were men and 67 were women. The difference in participation can be explained by the higher prevalence of women among IDIVAL's staff.



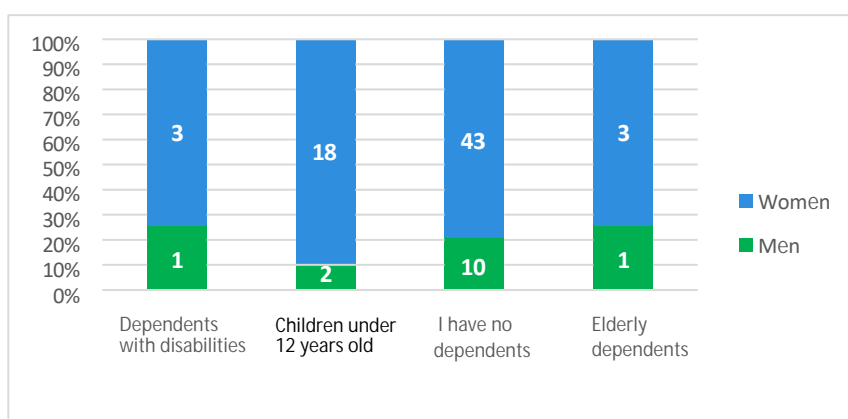
2.2.2.1.1 Results on the age of personnel:

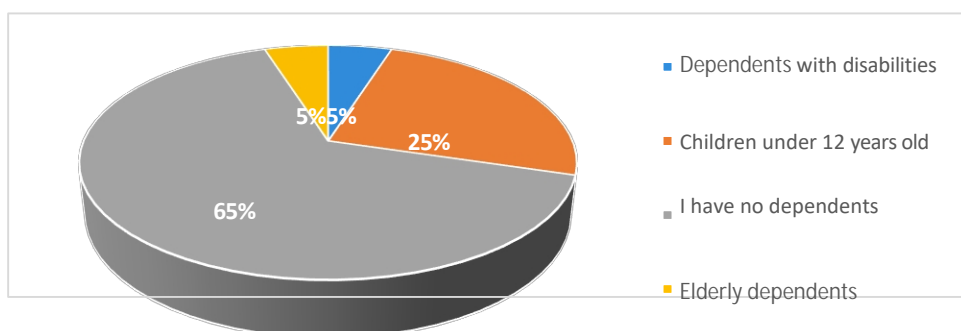
The age range of the personnel who responded to the survey is between 19 and 35 years old (56%) followed by between 36 and 65 years old (41%).



2.2.2.1.2 Results on the dependent personnel in their charge:

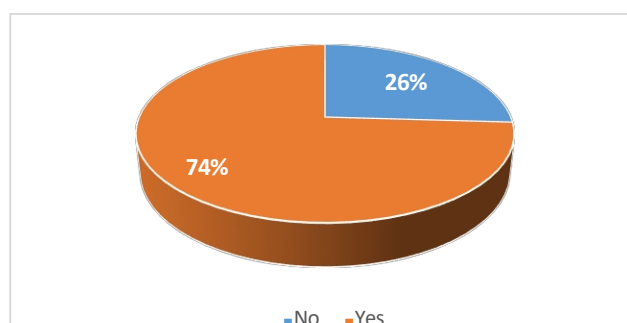
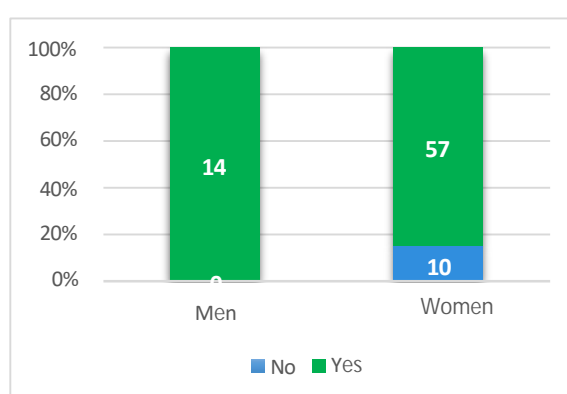
Most of the respondents (65.4%) stated that they do not have dependents, but a significant percentage have children under 12 years of age in their care, with the majority being women who selected this option.





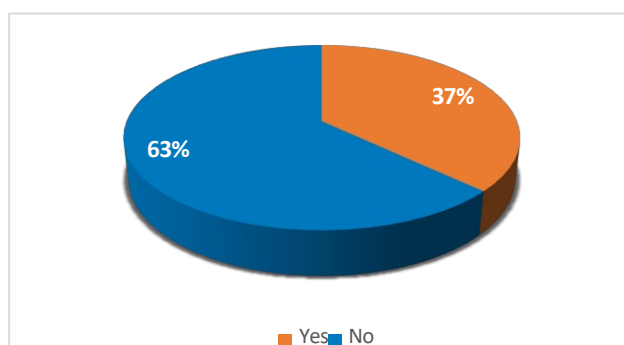
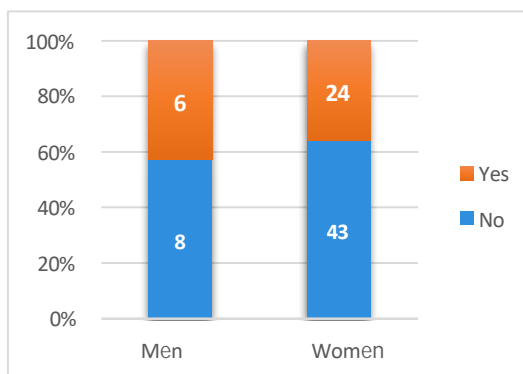
2.2.2.1.3 Results on the reconciliation of personal, family and work life:

The general perception is that the institution favors such reconciliation (74.1% vs. 25.9%).



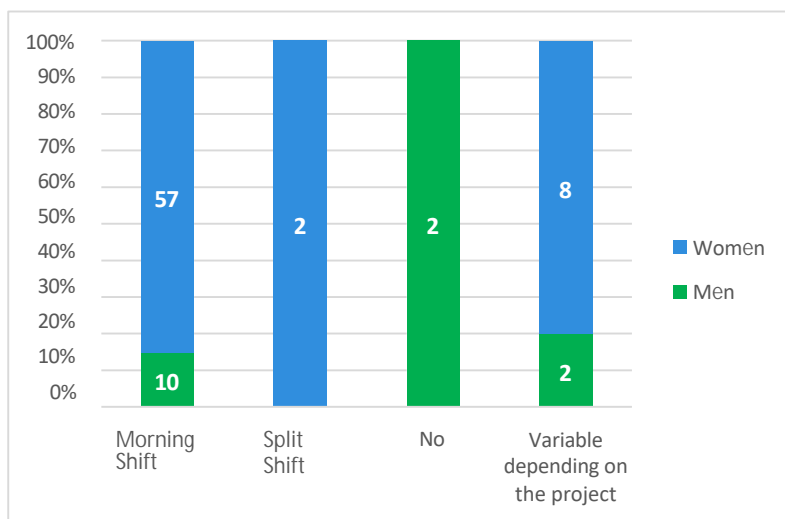
2.2.2.1.4 Results on the knowledge of IDIVAL's work-life balance measures:

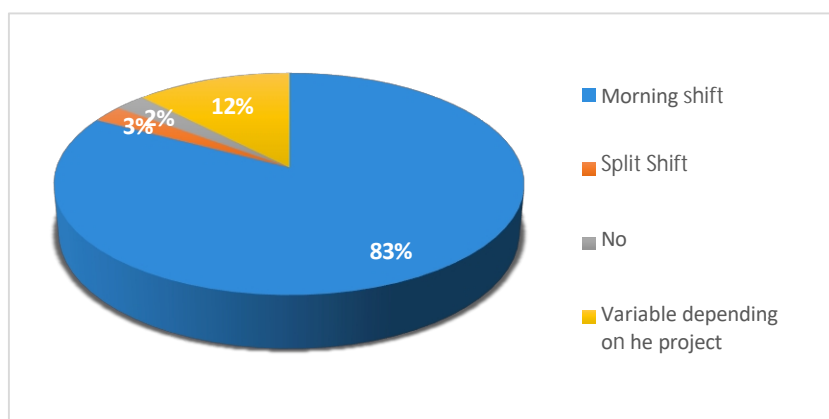
63% of the personnel state that they are not aware of the work-life balance measures, compared to 37% who say they are aware of them.



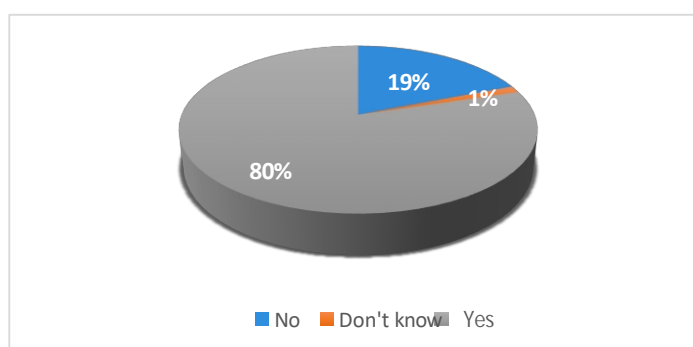
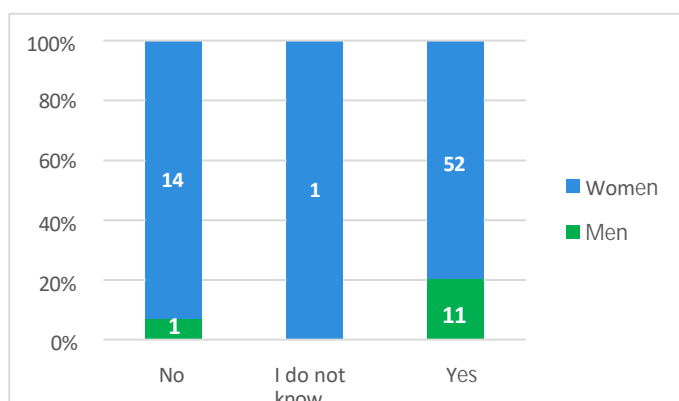
2.2.2.1.5 Results over normal working hours:

83% of the personnel surveyed stated that they work mornings, 12% stated that their schedule depends on the project, and 3% confirmed that they have a split schedule.

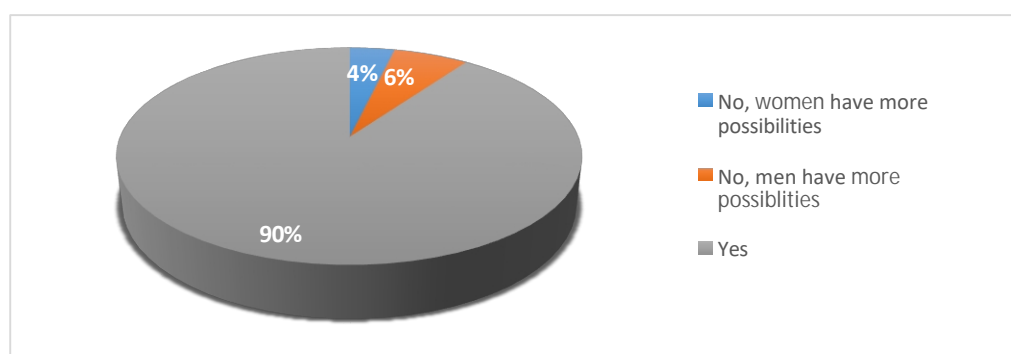
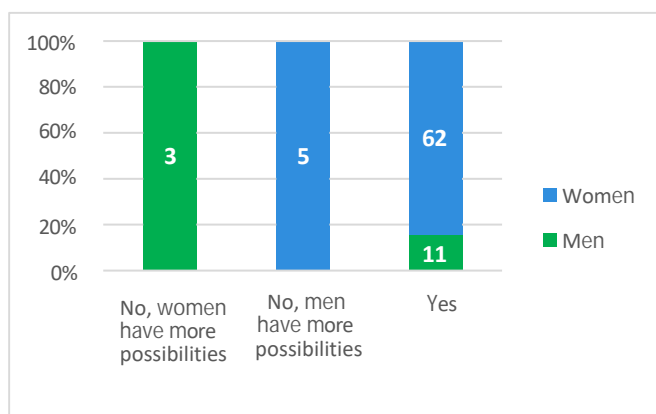




2.2.2.1.6 Results on the power to decide on the time range: 80% say they can decide, compared to 19% who say they cannot.

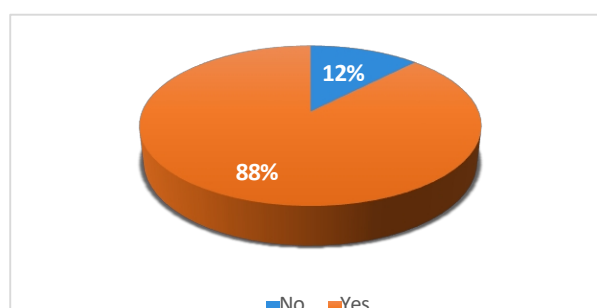
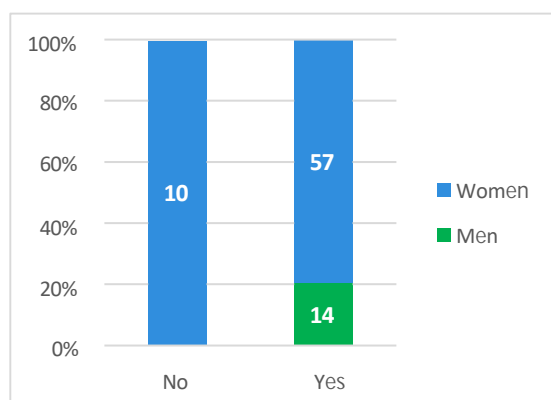


2.2.2.1.7 Results on the possibilities of access in the selection processes: 90% believe that they have the same possibilities and that there is equality, while 10% believe that another gender has more possibilities.



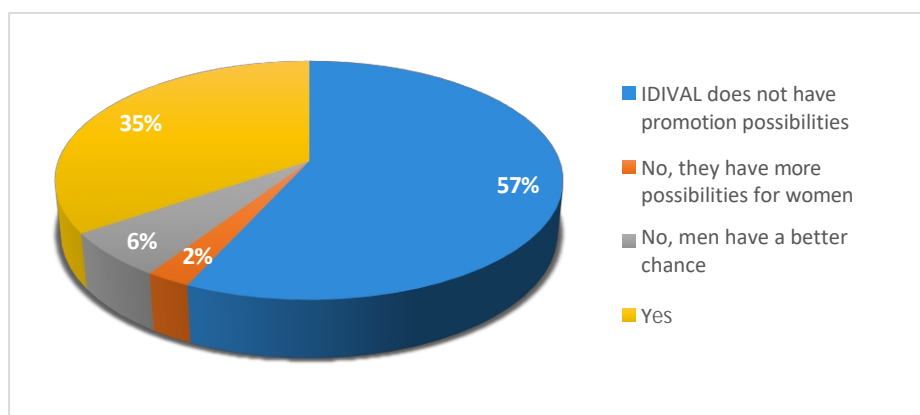
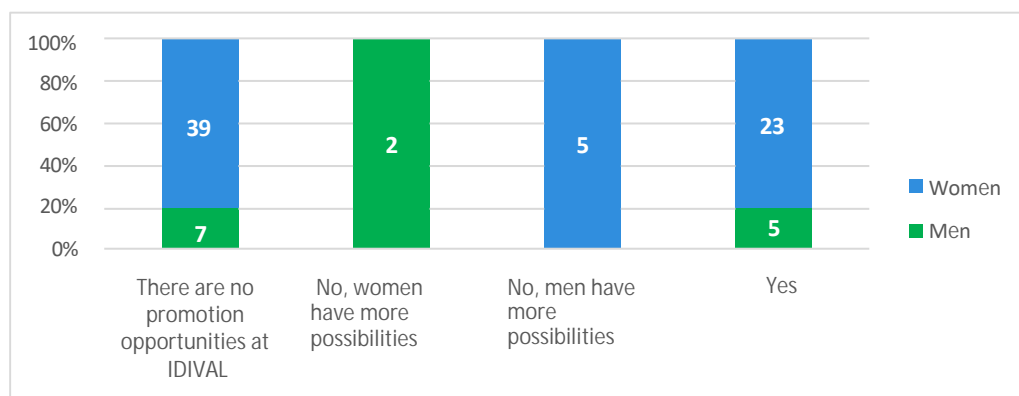
2.2.2.1.8 Results on the possibilities of access in the selection processes:

A large proportion of the personnel surveyed think that the institution takes into account equal opportunities between women and men (88% vs. 12%).



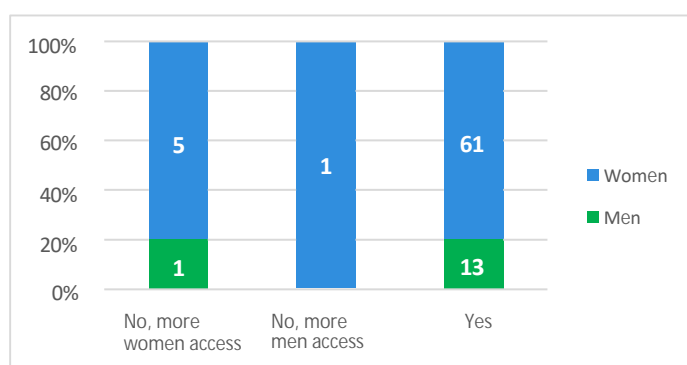
2.2.2.1.9 Results on promotion possibilities within IDIVAL:

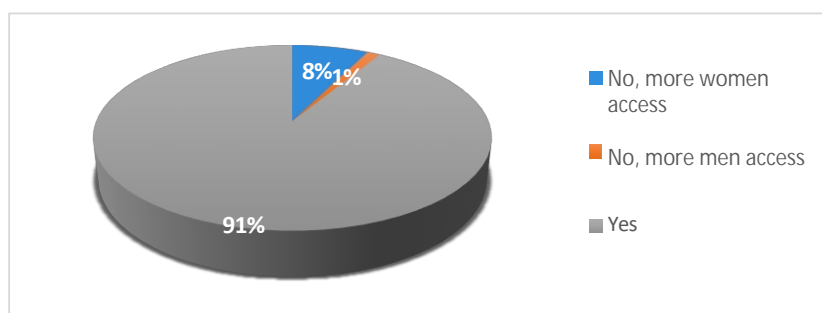
57% think that there are no promotion opportunities, 35% that there are and that they are equal for both sexes, and 8% think that there is gender inequality in this regard.



2.2.2.1.10 Results on equal access to training offered by IDIVAL:

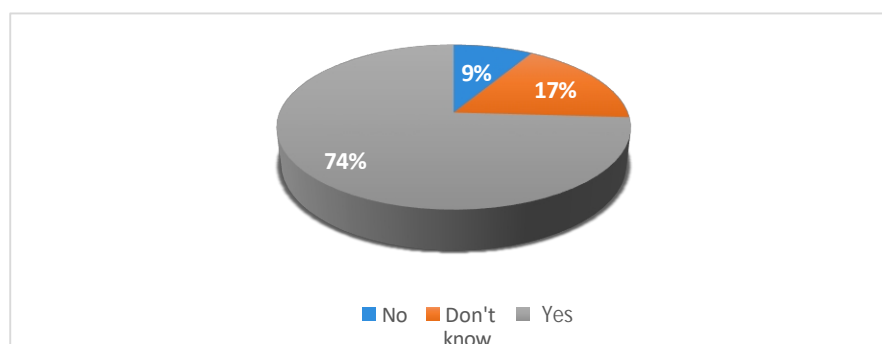
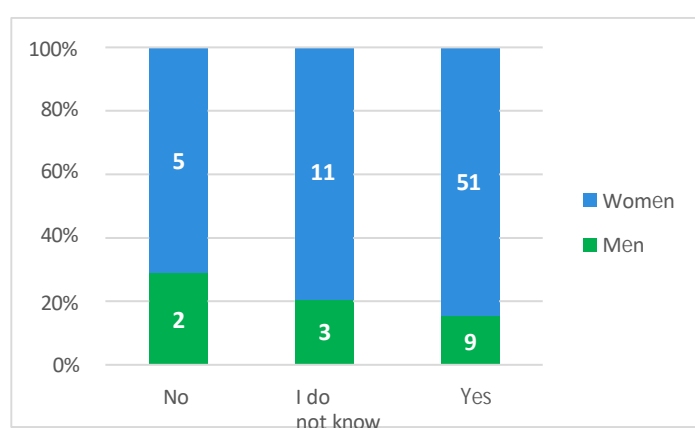
91% believe that there is equality in this field, 8% think that women have more access to this field compared to 1% who believe that men have more access to it.





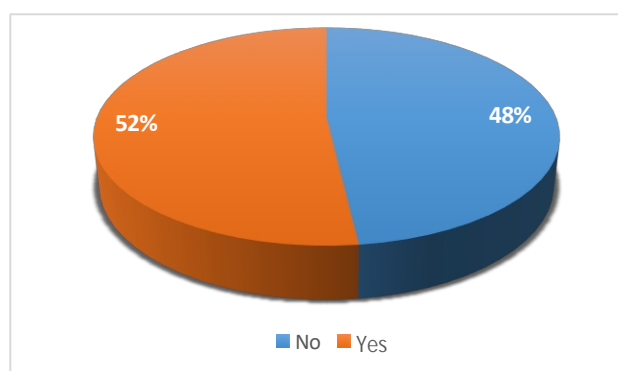
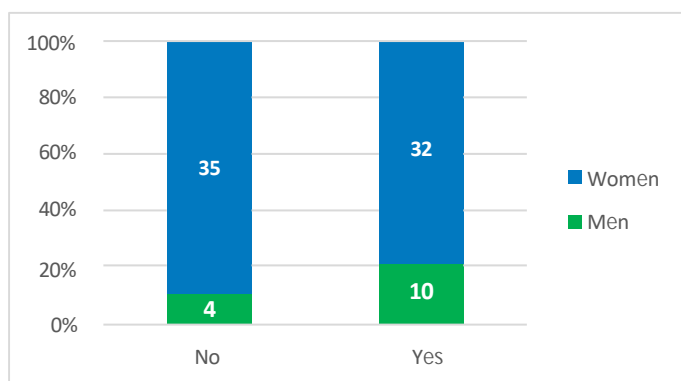
2.2.2.1.11 Results on the need for a gender equality plan:

The survey shows that a large part of the workforce, 74.1%, believes that it is necessary.



2.2.2.2.1.11 Results on whether the existence of a protocol is known in IDIVAL to act in situations of sexual or gender-based harassment:

Approximately half of the participants do not know if such a protocol exists.



3. SCOPE OF APPLICATION

The II Equality Plan is applicable to all IDIVAL personnel and will have the same effect in all centers where the entity is present.

4. TEMPORAL SCOPE

The duration of IDIVAL's II Equality Plan will be four years, being valid from its approval date on August 14, 2024 until August 13, 2028, date on which the negotiation of the third plan will begin.

However, during its term, on an annual basis and preferably in the first quarter, reviews and updates will be carried out as part of the agreed-upon monitoring and evaluation framework for each of the actions.

5. GENERAL OBJECTIVE

The main objective of this II Equality Plan is to achieve full equality of opportunities within IDIVAL. The fundamental objectives of IDIVAL are

- Guarantee the principle of equal treatment and opportunities, as set forth in Organic Law 3/2007, of March 22, 2007, for the effective equality of women and men, Royal Decree-Law 6/2019, of March 1, 2019, on urgent measures to guarantee equal treatment and opportunities between women and men in employment and the workplace

Royal Decree 901/2020, regulating equality plans and their registration, Royal Decree 902/2020 of October 13 on equal pay between women and men in force since April 14, 2021 and Law 4/2023 of February 28 for the real and effective equality of trans persons and for the guarantee of the rights of LGTBI persons.

- Incorporate measures to guarantee equality in access to employment, in training and promotion of professionals, and in working conditions, including protection against sexual harassment and harassment based on gender and gender identity.
- Maintain equal opportunity criteria in human resources management.
- To achieve greater representation of women in professional categories in which they are underrepresented.
- To favor professional promotion in a balanced way between women and men and the LGTBI+ and trans collective.
- Improve the quality of life of the staff members, integrating the reconciliation of personal, family and work life, promoting the shared assumption of responsibilities.
- Guarantee protection against moral, sexual and gender based harassment and gender identity as a labor right for all staff members.
- Commit to aligning with upcoming equality standards in the business sector during the effective period of the plan.

To this end, a series of actions are established, including affirmative action measures, aimed at achieving greater representation of women and minority groups in those professional categories in which they are underrepresented.

The aim is to ensure the absence of discriminatory procedures or policies based on sex, gender identity or orientation in terms of access to employment, promotion and salary remuneration.

This II Equality Plan aims to continue facilitating the reconciliation of family, personal and work life of people who work at IDIVAL through specific measures that enable a better balance between work, personal and family life.

6. ACTIONS

INTERVENTION AREA 1: SELECTION AND HIRING PROCESS

SPECIFIC OBJECTIVES:

- Guarantee equal opportunities in the selection and promotion processes.
- Ensure and guarantee that equality policies are transversally included in the advertisement, recruitment and personnel selection procedures.

- Continue to use non-sexist language in all job offers and calls for employment that are published both internally and externally in the organization, in order to eradicate direct and indirect discrimination based on gender, as established in the labor legislation, the Workers' Statute in Article 4.2, in point C, which states that the staff has the right " not to be discriminated against for employment, or once employed on the basis of gender" as an objective to avoid loss of competitiveness and efficiency of the foundation.

ACTIONS:

1. Review and update the ten-step guide that includes the commitment to hiring based on equal treatment and opportunities, with neutral indicators of practices to be carried out and to be avoided in the selection processes.
2. To monitor the selection processes by means of statistical analysis including: positions offered, number of candidates by gender and results of the process. All of this is included in an annual report of the Equality Negotiating Committee, which reflects the age, type of hiring and working day, hierarchical level, jobs and personal and family circumstances. The objective is to comply with the principle of balanced composition established by the LOIMH to ensure a sufficiently significant representation of both sexes in the group to which it refers.
3. To inform of the measures that promote equal opportunities to all persons involved in personnel selection or internal promotion processes.
4. Maintain the figure of the person responsible for equality in the company.

BODY IN CHARGE:

- IDIVAL Management + HR Department + Equality Manager.

TERM:

- During the term of the plan.

MONITORING INDICATORS:

Actions	Guidance for measuring the indicator
1	Updated Decalogue
2	Nº of women and nº of men who apply vs. nº who gain access.
3	Updating and sending the manual to all the people involved in the selection process.
4	Nº of cases (complaints) handled through the designated person

INTERVENTION AREA 2: TRAINING

SPECIFIC OBJECTIVES:

- Guarantee equal opportunities in access to training for all personnel.
- To ensure the principle of equal treatment and opportunities in access to training for those persons who are on leave related to family–work life reconciliation.
- Training and raising awareness on equal opportunities.
- To train all personnel with a gender perspective, to detect situations of specific problems among women, to support policies and programs aimed at improving the health and well-being of personnel, to have influence of lifestyle factors on health outcomes, on the ergonomic effects of certain jobs, on the causes of absenteeism, among others, in short, a complete diagnosis and consequent actions.
- Training in equal treatment and non-discrimination of LGTBI+ and trans people, with special attention to awareness and prevention of LGTBIphobic violence and violence between same-sex couples.
- To guarantee training linked to promotion aimed at promoting the participation of women in IDIVAL's positions of responsibility.

ACTIONS:

1. Providing biannual training sessions for all staff (approx.6h) on equal opportunities with the following content: basic concepts, reconciliation of personal, family and work life, rights of victims of gender violence, non-sexist language, training in equal treatment and non-discrimination of LGTBI+ and trans people, paying special attention to awareness and prevention of LGTBIphobic violence and violence between same-sex couples, and other topics relevant to equality, such as inclusive leadership, bias management and effective communication skills.

BODY IN CHARGE:

- Training Area+ Comisión Negociadora de Igualdad (Equality Negotiating Committee)

TERM:

- During the term of the plan.

MONITORING INDICATORS:

Actions	Guidelines for measuring the indicator
1	% of women and % of men who have received training. Number of training actions on sexual harassment.

INTERVENTION AREA 3: PROFESSIONAL PROMOTION

SPECIFIC OBJECTIVES:

- Encourage promotion processes that facilitate the access of the underrepresented gender to positions of responsibility in the company.
- Guarantee that there is a balanced representation of women and men in promotion processes, ensuring transparency and objectivity, so that these are based on the suitability and capacity of candidates within a framework of equality.

ACTIONS:

1. Conduct a study of existing promotional measures in IDIVAL.
2. Adequately publicize, for the staff's awareness, the vacant positions open for internal promotion.
3. Report annually to the Equality and Follow-up Negotiating Committee on the promotions carried out each year, specifying hierarchical level, professional group, job positions, family responsibilities and level of initial training level and destination positions, including the characteristics of the new positions, exclusive dedication, availability for travel or others, and information on their dissemination and publicity.
4. Design training linked to staff career development.

BODY IN CHARGE:

- Board of Trustees+ HR Area and IDIVAL Management.

TERM:

- During the term of the plan.

MONITORING INDICATORS:

Actions	Guidance for measuring the indicator
1	Nº of promotions by gender and percentage of men and women that access to these promotions
2	Number of promotions published and publication channels.
3	Nº of promotions by group and hierarchical level Number of people with a work-life balance agreement who apply for a promotion, by gender.
4	Nº of training courses given linked to promotion Number of training attendees broken down by gender.

INTERVENTION AREA 4: WORKING CONDITIONS

SPECIFIC OBJECTIVES:

- Introduce the gender perspective in the evaluation of occupational risks, making explicit reference to gender violence as well as the evaluation of jobs in relation to pregnancy.

ACTIONS:

- Conduct awareness campaigns on occupational risk prevention with a gender perspective, making explicit reference to gender-based violence and promoting healthy lifestyles to guarantee the right to health, well-being and quality of life of personnel.
- Report annually on registrations, dismissals by professional categories, work accidents, substitutions, etc., broken down by sex.
- To report annually specifically on IDIVAL's risks in everything that may affect pregnancy and breastfeeding, as well as the measures adopted to avoid them, by drawing up and disseminating a specific list of jobs with risks for pregnant or breastfeeding women and the measures to avoid them.

BODY IN CHARGE:

- Health and safety committee and human resources area.

TERM:

- During the term of the plan.

MONITORING INDICATORS:

Shares	Guidelines for measuring the indicator
1	Nº of awareness campaigns carried out
2	Number of registrations, leaves, accidents, etc. disaggregated by sex.
3	Specific list of job positions with risks for pregnant women or employees during the breastfeeding period and the measures to avoid them.

AREA OF INTERVENTION 5: CO-RESPONSIBLE EXERCISE OF PERSONAL, FAMILY AND WORK LIFE RIGHTS

SPECIFIC OBJECTIVES:

- To move towards an HR management model that integrates work-life balance as a value.
- Introduction of measures that favor the reconciliation of personal, family and work life.

ACTIONS:

1. Elaboration of a Protocol on remote work focused on conciliation in order to enable remote work in certain situations, when the functions and tasks of the job position allow it.
2. Analyze annually the follow-up of the protocol on remote work focused on conciliation, taking into account the number of people by gender, department and job position requesting conciliation measures, including in the report those granted and those denied.
3. Propose the negotiation of paid leave for the time necessary to accompany family members up to the second degree of consanguinity or affinity to medical appointments.

BODY IN CHARGE:

- Equality Negotiating Committee - Contact with IDIVAL's workers council and management director.

TERM:

- During the term of the plan.

MONITORING INDICATORS:

Actions	Guidelines for measuring the indicator
1	Protocol approved Nº of reconciliation measures implemented
2	Nº of people by gender, department and job position requesting reconciliation measures, including in the report those granted and those denied. Nº of permits applied for, approved and denied
3	Proposal sent to the Works Council Approved Permit

AREA OF INTERVENTION 6: GENDER UNDERREPRESENTATION

SPECIFIC OBJECTIVES:

- Eliminate possible discrimination based on gender and sexual identity and orientation in access, permanence and promotion in employment.
- Guarantee equal treatment and opportunities for promotion and advancement, based on objective, quantifiable, public and transparent criteria.

ACTIONS:

1. Study the jobs in which there is gender underrepresentation.
2. Establish affirmative action measures so that, with equal merit and qualification, both in access and internal promotion, preference is given to gender.

underrepresented in those positions, categories, professional groups or levels in which it is less represented.

3. Annual report of the staffing situation by gender, research group and job position.

BODY IN CHARGE:

- IDIVAL Management Direction+ Human Resources Department+ IDIVAL Scientific Direction

TERM:

- During the term of the plan.

MONITORING INDICATORS:

Actions	Guidance for measuring the indicator
1	Job evaluation system tool
2	Comparison of personnel by gender and category between the last two years and the evolution. analysis of the evolution.
3	Annual data with staff by sex, research group and job position.

INTERVENTION AREA 7: REMUNERATION

SPECIFIC OBJECTIVES:

- Promote equal pay for work of equal value, based on respect for the principles of objectivity, equity and non-discrimination.
- Detect remuneration criteria that may favor a salary deviation due to sexual identity and orientation.

ACTIONS:

1. To train the human resources department and the members who have participated in the Development of the II Equality Plan in the detection of inequalities, wage discrimination and positive corrective measures.
2. Conduct an analysis to determine gender pay gaps for jobs of equal value.

BODY IN CHARGE:

- Human Resources Department.

TERM:

- During the term of the plan.

MONITORING INDICATORS:

Actions	Guidelines for measuring the indicator
1	Nº of people trained in Gender Wage Gap and the mechanisms to address it. for its detection.
2	Annual compensation record

INTERVENTION AREA 8: PREVENTION OF SEXUAL HARASSMENT AND HARASSMENT BASED ON SEX, GENDER IDENTITY AND ORIENTATION

SPECIFIC OBJECTIVES:

- Raise awareness among personnel of the behaviors considered harassment and the effect it has on the persons being harassed.
- Create a climate that favors the detection of moral, sexual and based on gender harassment, orientation and gender identity.

ACTIONS:

1. Review and enhance the dissemination of the protocol for the prevention of sexual and gender-based harassment and include matters included in Law 4/2023 of February 28 for the real and effective equality of trans people and for the guarantee of the rights of LGTBI people.
2. Show a commitment of "zero tolerance" against harassment, together with a statement of principles with the objective assumed by the management and staff representation for the prevention of harassment, informing about the channels of complaint and procedures of action in case of anonymous complaint.
3. Design a decalogue of good practices regarding harassment and post it in places where staff can access it.
4. To prepare an annual report with the complaints received for sexual harassment and harassment based on sex and gender identity, as well as the status of the file, sanctions imposed, etc.

BODY IN CHARGE:

- Equality Negotiating Committee

TERM:

- During the term of the plan.

MONITORING INDICATORS:

Actions	Guidelines for measuring the indicator
1	Nº of communications to personnel regarding harassment.
2	Statement of principles. Nº of actions carried out to disseminate the 0 tolerance declaration.

3	Nº of actions carried out for the dissemination of the Decalogue.
4	Nº of complaints, status and sanctions imposed.

INTERVENTION AREA 9: COMMUNICATION AND IMAGE

SPECIFIC OBJECTIVES:

- Creating Awareness and Understanding: ensuring that IDIVAL staff understand the importance and benefits of gender equality in the workplace.
- Encourage Active Participation so that IDIVAL personnel feel involved in the process of implementing the equality plan.
- Promote Transparency and Accountability: by creating open and accessible communication channels where employees can ask questions, raise concerns and receive updates on the progress of the plan.
- Discrimination and Harassment Awareness: by raising awareness of these problems and promoting a culture of respect and dignity for and between men and women.
- Celebrate the progress and successes achieved in the implementation of the equality plan.

ACTIONS:

1. Information and Awareness Sessions:
 - a. Organize information sessions for all levels of the organization on the importance and benefits of gender equality.
 - b. Facilitate the organization of awareness workshops to address issues such as unconscious bias, workplace harassment, and diversity and inclusion.
2. Internal Communication:
 - a. Develop brochures, posters, infographics and videos that clearly communicate the objectives, policies and procedures of the equality plan.
 - b. Distribute these materials in common areas of the organization and through internal communication channels, such as e-mails, newsletters and online platforms.
 - c. Gather regular feedback from employees on the implementation of the equality plan and its effects on the workplace.
3. Recognition and Celebration of Achievements:
 - a. Publicly recognize achievements and progress in gender equality within the organization.
 - b. Celebrate International Women's Day and other relevant events to highlight ongoing commitment to gender equality and diversity.

BODY IN CHARGE:

- IDIVAL Communication Area + Equality Negotiating Commission

TERM:

- During the term of the plan.

MONITORING INDICATORS:

Actions	Guidelines for measuring the indicator
1	Demand for gender equality oriented activities (No. enrolled at the beginning of the year) training, participants in forums, proposals, etc.)
2	Type and number of distribution materials Nº of communications made to personnel
3	Nº of discussion forums organized on equality - interest in participation - conclusions of the forums. Surveys on follow-up of the Equality Plan.

MONITORING AND EVALUATION SYSTEM

Six months prior to the end of the plan, a final evaluation process will be initiated based on the annual reports and a survey among the workers to know the impact of the measures implemented, the results obtained will inspire the actions to be carried out in the III Equality Plan of IDIVAL.

Evaluation of the process:

- Periodic follow-up mechanisms put in place.
- Incidents and difficulties in the implementation of actions.
- Solutions provided with respect to incidents and start-up difficulties.

Impact assessment:

- Comparison of vertical segregation related to the previous Equality Plan.
- Comparison of horizontal segregation related to the previous Equality Plan.
- Changes in the behavior, interaction and relationship of both staff and management in which greater equality is identified (perception collected in the IDIVAL staff surveys).
- Changes in staff perception of equal opportunities (perception collected in the IDIVAL staff surveys).
- Changes in the company's equal opportunity culture (perception gathered in the IDIVAL staff surveys).
- Changes in the company's image related to equality (perception collected in the IDIVAL staff surveys).
- Increased knowledge and awareness of equal opportunities (perception gathered in the IDIVAL staff surveys).

MANAGEMENT

EQUALITY NEGOTIATION COMMITTEE

In IDIVAL there is a Negotiating Committee for Equality, created since March 12, 2019, formed by representatives of the company and the staff working in the same, whose functions were defined in the act of constitution, and it was approved that the Negotiating Committee for Equality of IDIVAL, will be responsible for the promotion and implementation of the II Equality Plan. The management of the II Equality Plan will be the responsibility of the Negotiating Committee for Equality created in IDIVAL.

FUNCTIONS OF THE EQUALITY NEGOTIATING COMMITTEE

The functions assumed by the Equality Negotiating Committee are:

1. Promote the principle of equality and non-discrimination.
2. Monitoring both the application of the legal measures established to promote equality and the compliance and development of this II Equality Plan.
 - Identifying priority areas for action.
 - Promoting training and awareness-raising activities such as conferences on equality.
 - Carrying out annual evaluations of the degree of compliance, achievement of objectives and development of the I Equality Plan.
 - Studying and analyzing the evaluation of the situation of women in IDIVAL and of the measures implemented and that allow the introduction of corrective actions to achieve the desired goal within the established timeframe.
3. To be informed of conflicts arising from the interpretation and/or application of the II Equality Plan.
4. Collaborate with management in the establishment and implementation of work-life balance measures.
5. Ensure non-discrimination based on gender in day-to-day operations.
6. To be aware of complaints about sexual harassment and gender issues, such as the development and dissemination of codes of good practice, the implementation of information campaigns and/or training activities.
7. The Equality Negotiating Committee shall meet on an ordinary annual basis and on an extraordinary basis when requested by any of the parties, with at least seven days' notice.
8. Approval of the final evaluation report.

COMPOSITION OF THE EQUALITY COMMITTEE

IDIVAL's Equality Negotiating Committee constituted on a parity basis by representatives of the entity and representatives of the staff. Decisions will be made by majority vote.

The meetings of the Equality Negotiating Committee may be attended by the work team and external advisors, who will not have the right to vote.

OPERATION

In general, a meeting of the Equality Negotiating Committee will be held, preferably in the first quarter of each calendar year, where the process of implementation of the II Equality Plan and the prioritization of actions for the following period will be analyzed.

INFORMATION NECESSARY FOR THE COMMITTEE TO CARRY OUT ITS TASK.

The statistical information disaggregated by sex, on an annual basis, to be provided to the Equality Negotiating Committee will be:

- Distribution of personnel by gender
- Temporary contracts
- Reductions in working hours
- Maternity and paternity leaves
- Distribution of personnel by seniority
- Distribution of personnel by type of contract
- Distribution by professional category levels

MEMORY

An annual report will be prepared containing the evaluation report on the achievement of objectives and the execution of measures proposed by the Equality Negotiating Committee.

It is calendarized by quarter. Each box corresponds to a quarter of the year indicated in the top box.

[illegible]

AREA	ACTION	2024		2025			2026			2027			2028	
INTERVENTION AREA 2: TRAINING	2.1 Conduct a biannual training course for the entire workforce (approx. 6h) on equal opportunities with the following content: basic concepts, reconciliation of personal, family and work life, rights of victims of gender violence, non-sexist language, training in equal treatment and non-discrimination of LGTBI+ and trans people, paying special attention to awareness and prevention of LGTBIphobic violence and violence between same-sex couples, and other topics relevant to equality, such as inclusive leadership, bias management and effective communication skills.													

ÁREA	ACTION	2024		2025			2026			2027			2028	
ÁREA DE INTERVENCIÓN 3: PROMOCIÓN PROFESIONAL	3.1 Conduct a study of existing promotional measures in IDIVAL and the extension of these measures by training in Equality of Opportunities.													
	3.2 Adequately publicize, for the knowledge of the workforce, about vacant positions open for internal promotion.													
	3.3 Annual report to the Equality Negotiating Committee and follow-up of the promotions made annually, specifying hierarchical level, professional group, job positions, family responsibilities and level of training of origin and the positions to which they are promoted, the characteristics of the job positions subject to promotion, indicating whether they involve geographic mobility, exclusive dedication, travel availability, or other conditions. Additionally, the report													

	should include information on how these promotions are communicated and publicized.																
	3.4. To design training linked to the career development of personnel																

AREA	ACTION	2024	2025	2026	2027	2028
INTERVENTION AREA 4: WORKING CONDITIONS	4.1 Conduct occupational risk prevention campaigns with a gender perspective that make explicit reference to gender-based violence and promote healthy lifestyles to guarantee the right to health, well-being and quality of life of the personnel.					
	4.2 Report annually on registrations, leaves by professional categories, work accidents, substitutions, etc., disaggregated by sex.					
	4.3 Report annually specifically on IDIVAL's risks that may affect pregnancy and breastfeeding, as well as the measures adopted to avoid them, through the creation and dissemination of a specific list of job positions with risks for pregnant or breastfeeding women and measures to avoid them.					

AREA	ACTION	2024		2025			2026			2027			2028	
INTERVENTION AREA 5: CO-RESPONSIBLE EXERCISE OF PERSONAL, FAMILY AND FAMILY LIFE RIGHTS	5.1 Elaboration of a Protocol on remote work focused on reconciliation in order to enable remote work in certain situations, when job functions and duties permit.													
	5.2 Annually analyze the follow-up of the work-life balance plan, taking into account the number of people by gender and department.													
	5.3 Propose the negotiation of paid leave for the time necessary to accompany family members up to the second degree of consanguinity or affinity to medical appointments													

AREA	ACTION	2024		2025			2026			2027			2028	
INTERVENTION AREA 6: GENDER UNDERREPRESENTATION	6.1 Study the jobs in which there is gender underrepresentation.													
	6.2 Establish affirmative action measures so that, with equal merit and ability, both in access and internal promotion, preference is given to the underrepresented gender in those positions, categories, professional groups or levels in which it is less represented. Establish a system of selection where the tie-breaker clause appears													
	6.3 Annual report on staffing status by gender, research group and position.													

AREA	ACTION	2024	2025	2026	2027	2028
INTERVENTION AREA 7: REMUNERATION	7.1 To train the human resources department and the members who have participated in the Development of the II Equality Plan in the detection of inequalities, wage discrimination and positive corrective measures.					
	7.2. To keep an annual remuneration report following the tool proposed by the Ministry of Labor and Social Economy, or another tool that serves the same purpose.					

AREA	ACTION	2024	2025	2026	2027	2028
INTERVENTION AREA 8: PREVENTION OF SEXUAL HARASSMENT, HARASSMENT BASED ON GENDER, GENDER ORIENTATION AND HARASSMENT	8.1 Review and strengthen the dissemination of the Protocol for the Prevention of Sexual and Gender-Based Harassment.					
	8.2 Disseminate a "zero tolerance" commitment against harassment, together with a statement of principles with the objective assumed by management and staff representation for the prevention of harassment.					
	8.3 Post a decalogue of good practices for prevention in places accessible to personnel.					
	8.4 To prepare an annual report with the complaints received for sexual harassment and sexual harassment for reasons of sexual identity and orientation, as well as the status of the case sanctions imposed, etc.					

AREA	ACTION	2024	2025	2026	2027	2028
INTERVENTION AREA 9: COMMUNICATION AND IMAGE	9.1 Information and Awareness Sessions: A) Organize information sessions for all levels of the organization on the importance and benefits of gender equality. B) Facilitate the organization of awareness workshops to address issues such as unconscious bias, workplace harassment, and diversity and inclusion.					
	9.2 Internal Communication: A) Develop brochures, posters, infographics and videos that clearly communicate the objectives, policies and procedures of the equality plan. B) Distribute these materials in common areas of the organization and through internal communication channels, such as e-mails, newsletters and online platforms..					
	9.3 Recognition and Celebration of Achievements: A) Publicly recognize achievements and progress in gender equality within the organization. B) Celebrate International Women's Day and other relevant events to highlight ongoing commitment to gender equality and diversity.					

And all parties being in agreement with the present II Equality Plan, the members of the Equality Negotiating Commission sign it, in Santander, on August 14, 2024.

M^a José Marín Vidalled

Patricia Álvarez Ingelmo

Paloma González Álvarez

Lorena Martín Guerra

Blanca del Pozo Fernández

Rebeca Magdaleno Herrero

9. ANNEX: ACTIVITY SHEETS

ACTION SHEET N°.			
AREA	ACTION N°. : (NAME)		
START DATE: / /	END DATE: / /		
OBJECTIVES			
DESCRIPTION			
MONITORING AND EVALUATION MECHANISMS. INDICATORS			
RESPONSIBLE / CONTROL			
PARTICIPANTS			
MEANS AND MATERIALS FORESEEN FOR THE REALIZATION OF THE ACTION			
DISSEMINATION MECHANISMS. COMMUNICATION			
STATUS	Not started	In process	End and tracking
COMMENTS			