

Pursuant to Article 16 of the Law on Gender Equality ("Official Gazette of the Republic of Serbia" No. 52/2021) and in accordance with the Statute of the Institute for Medical Research, the following

PLAN OF MEASURES TO ACHIEVE AND ENHANCE GENDER EQUALITY FOR THE YEAR 2024

I SUBJECT OF THE PLAN ARRANGEMENT

The final document that establishes a system of gender equality in the Institute for Medical Research is the Plan of Measures to Achieve and Enhance Gender Equality (hereinafter referred to as: the Plan). Its ultimate objective is to establish, achieve, and improve gender equality in accordance with the Law on Gender Equality and its by-laws. It also specifies general and special measures for the achievement and improvement of gender equality, the manner in which their implementation is reported, the institutional framework for attaining gender equality, supervision of the Law's application, and other critical issues related to the achievement and improvement of gender equality.

II LEGAL FRAMEWORK, OBJECTIVES AND MEASURES TO ACHIEVE AND PROMOTE GENDER EQUALITY

The legal framework for the adoption of the Plan is the Law on Gender Equality ("Official Gazette of Republic of Serbia" No. 52/2021 – hereinafter referred to as: the Law), which regulates the concept, meaning and policy measures for achieving and improving gender equality, types of planning acts in the field of gender equality and the manner of reporting on their implementation, the institutional framework for the implementation of gender equality, supervision over the implementation of laws and other issues of importance for the realization and improvement of gender equality. In addition, the legislation governs actions taken to curb and prohibit all forms of gender-based violence, violence against women and domestic violence. The law governs how public officials, employers, and other social partners must include a gender perspective into the area of their respective activities.

The law outlines the types of measures for achieving and improving gender equality.

Laws that interdict gender or sex based discrimination in a particular setting or that demand certain steps be taken in order to attain gender equality are regarded as *general measures* for the advancement and realisation of gender equality. Measures established by other acts (declarations, resolutions, strategies, etc.) with the objective of achieving gender equality are additionally considered as general measures.

General objectives achieved by the implementation of general measures are sustainable development, human rights, equal opportunities for both sexes and gender equality.

Particular objective for achieving and improving gender equality at the Institute for Medical Research is to achieve equal opportunities for women and men and gender equality in employment, career guidance, advancement, exercise of employment rights and payment of wages. The stated goal is achieved by implementing special measures.

Activities, measures, criteria, and practices that uphold the equal opportunities principle and warrant the equal representation and participation of women and men, particularly those belonging to vulnerable social groups, in all spheres of social life, as well as equal opportunities for the exercise of rights and freedoms, are referred to as *special measures* (hereinafter: Special measures) for achieving and improving gender equality.

The public authority and employer set up and carry out special measures in compliance with the general measures prescribed by this and other laws.

Men and women have distinct interests, requirements, and priorities, which must be observed when determining on special measures. These special measures need to guarantee the following:

- 1) the equal access to information and policies, programmes, and services for women, girls, and men;
- 2) the employing of gender mainstreaming and gender-responsive budgeting in the process of creating, managing, and implementation of plans, projects, and policies;
- 3) encouraging equal opportunities in the labour market and human resource management;
- 4) equitable participation of women and men in positions and administrative bodies;
- 5) equitable representation of women and men at all stages of developing and putting into practice gender equality policies;
- 6) the use of gender-sensitive language to encourage the eradication of gender stereotypes when exercising the rights and obligations of women and men;
- 7) the gathering of gender-classified pertinent data and its submission to institutions with the appropriate expertise.

If the aforementioned law does not specify otherwise, special measures are implemented until the intended outcome is achieved.

Types of special measures are the following:

- 1) measures that are determined and put into action when there is a marked imbalance in the representation of the sexes;
- 2) incentive measures providing specific benefits or introducing special incentives to improve the position and ensure equal opportunities for women and men in all spheres of social life;
- 3) Programme measures, which put initiatives for attaining and enhancing gender equality into practice.

III BRIEF ASSESSMENT OF THE CIRCUMSTANCES REGARDING THE POSITION OF WOMEN AND MEN IN THE INSTITUTE FOR MEDICAL RESEARCH, i.e. WITH EMPLOYERS IN THE PREVIOUS YEAR

Total number of employees and persons engaged by employer: 103.

Table 1. Total number of employees classified by gender

Employees as at 25th December 2023	In numbers	In %
Men	18	17.71%
Women	85	82.29%
Total	103	100.00%

Table 2. Total number of researchers in scientific, research and professional job titles classified by gender structure

Researchers in professional job titles	In numbers	In %
Men	16	15.53%
Women	73	70.88%
Total	89	86.41%

Table 3. Total number of researchers in scientific job titles classified by gender structure

Gender of the researcher	Scientific advisor		Senior research associate		Scientific associate	
	Men	8	7.71%	1	0.97%	5
Women	12	11.65%	16	15.53%	28	27.18%
Total	20	19.42%	17	16.50%	33	32.04%
Total	70 (67.96%)					

Table 4. Total number of researchers in research positions, classified by gender

Gender of the researcher	Research Associate		Junior Researcher (research intern)	
	Men	2	1.94%	1
Women	10	9.71%	6	5.83%
Total	12	11.65%	7	6.80%
Total	19 (18.45%)			

Table 5. Total number of employees in professional services classified by gender

Employees in professional services	In numbers	In %
Men	1	0.97%
Women	13	12.62%
Total	14	13.59%

Table 6. Total number of employees in managerial positions classified by gender

Employees in managerial positions	In numbers	In %
Men	5	3.88%
Women	9	18.45%
Total	14	22.33%

Table 7. Total number of employees in the membership of the Scientific Council, classified by gender

Employed members of the Scientific Council	In numbers	In %
Men	4	3.88%
Women	19	18.45%
Total	23	22.33%

Table 8. Total number of members of the Managing Board classified by gender

Members of the Managing Board	In numbers	In %
Men	0	0%
Women	7	6.80%
Total	7	6.80%

Table 9. Gender structure of employees by education level within 11 scientific groups

Level of education according to NQF (National Qualifications Framework)	Men	Women	Total
Level 8	14 (13.59%)	56 (54.37%)	70 (67.96%)
Level 7.2	3 (2.91%)	16 (15.53%)	19 (18.45%)
Level 7.1	0 (0%)	0 (0%)	0 (0%)
Level 6.2	0 (0%)	0 (0%)	0 (0%)
Level 4	0 (0%)	0 (0%)	0 (0%)

Table 10. Gender structure of employees by level of education within professional services

Level of education according to NQF (National Qualifications Framework)	Men	Women	Total
Level 7.2	0 (0%)	4 (3.88%)	4 (3.88%)
Level 7.1	0 (0%)	1 (0.97%)	1 (0.97%)
Level 6.2	0 (0%)	0 (0%)	0 (0%)
Level 6.1	0 (0%)	0 (0%)	0 (0%)
Level 4	1 (0.97%)	4 (3.88%)	4 (3.88%)
Level 3	0 (0%)	3 (2.91%)	3 (2.91%)
Level 1	0 (0%)	1 (0.97%)	1 (0.97%)
Total	1 (0.97%)	13 (12.62%)	14 (13.59%)

Table 11. Age structure of employees

	Age structure of employees										Total
	18-30		31-40		41-50		51-60		Over 61		
	M	F	M	F	M	F	M	F	M	F	
	1 (0.97%)	8 (7.77%)	4 (3.88)	36 (34.95%)	4 (3.88%)	22 (21.36)	5 (4.85%)	18 (17.48%)	2 (1.97%)	3 (2.91%)	
Total	9 (8.74%)		40 (38.83%)		26 (25.24%)		23 (22.23%)		5 (4.85%)		103

Table 12. Total number of employees and persons engaged by the employer who were sent to additional education or professional development (training) in the previous year

Employees sent for additional education/professional training	In numbers	In %
Men	5	(4.85%)
Women	20	(19.42%)
Total	25	(24.27%)

Table 13. Total number of persons employed in the previous year

Total number of persons employed in the previous year	In numbers	In %
Men	1	(0.97%)
Women	5	(4.85%)
Total	6	(5.83%)

Table 14. Total number of persons dismissed in the previous year

Total number of persons dismissed in the previous year	In numbers	In %
Men	1	(0.97%)
Women	1	(0.97%)
Total	2	(1.94%)

Table 15. Total number of persons retired in the previous year

Total number of persons retired in the previous year	In numbers	In %
Men	0	(0%)
Women	2	(1.94%)
Total	2	(1.94%)

Table 16. Total number of persons who, in the previous year, used maternity leave, leave for child care or special child care

The total number of persons who, in the previous year, used maternity leave, leave for child care or special child care	In numbers	In %
Men	0	(0%)
Women	2	(1.94%)
Total	2	(1.94%)

The total number of jobs that, under the general act, are required to be differentiated by gender in line with the laws governing labour (jobs that are inherently associated with a particular gender): 0

The number of jobs, under the general act, that are classified by gender structure and for which it is permissible to differentiate by gender in compliance with the laws governing labour (i.e., jobs that are inherently associated with a particular gender): M: 0, F: 0

The situation is assessed as excellent based on the previously described study of the current state regarding the employment status of women and men at the Institute for Medical Research.

IV SPECIAL MEASURES FOR ACHIEVING AND PROMOTING GENDER EQUALITY

Activities, measures, criteria, and practices in accordance with the principle of equal opportunities aimed at ensuring the equal participation and representation of women and men, in particular members of sensitive social groups, in all spheres of social life, as well as equal opportunities for exercising rights and freedoms, are referred to as special measures for achieving and improving gender equality (hereinafter referred to as: Special measures).

Special measures are set forth and implemented out by the Institute for Medical Research in compliance with the general measures mandated by the Law.

Special measures, whose determination observes the diverse interests, needs and priorities of women and men, are:

1. creating an employment plan for the underrepresented gender in order to improve the gender structure of the employees;
2. establishing the employment requirements (advertisements should focus on the position rather than personal characteristics; candidates cannot be questioned about their marital or family status or other personal details);
3. achieving an even gender ratio among workers (switching between workplaces to achieve a balance in the gender structure of employees);
4. introducing balance in gender representation in administrative and supervisory bodies and in managerial positions
places/positions;
5. Equitable representation of men and women at every stage of developing work plans/programmes, or business plans/programmes, i.e. development;
6. adjustment of work hours to accommodate employees' obligations to their families and implementing additional measures under the so-called "family friendly policies" (sliding work schedules, working from home, a few days off without an obligation to submit a sick note in the event of an employee's or household member's illness, bonuses for each newborn child, special protection measures for expectant mothers, special measures for nursing mothers, etc.);
7. providing proper conditions for the care of employees' children and/or arranging for their accommodations during working hours or after hours, particularly for children from diverse discriminated groups;
8. planning the provision of meals for employees;
9. carrying out specialised, needs-based preventive medical checks for employees (specialist checks for women and men);
10. providing scholarships for underrepresented professions and professional development for employees and persons engaged by employer aimed at achieving equal representation of the sexes;
11. planning and carrying out regular trainings for staff members on gender equality-related subjects to increase awareness among employees and individuals in the workforce;
12. prevention of sexual and gender-based harassment in the workplace, during job interviews, professional development, and advancement;
13. putting policies into effect to stop discrimination based on sex or gender;
14. preventing and suppressing violence in the workplace in all its manifestations;
15. implementing gender-responsive budgeting in the planning, management, and execution of plans, projects, and policies;

16. using gender-sensitive language in professional communications to encourage the removal of gender stereotypes in the exercise of women's and men's rights and obligations;
17. gathering pertinent data categorised by gender and submitting it to the appropriate institutions.

V COMMENCEMENT, METHOD, CONTROL, AND TERMINATION OF THE SPECIAL MEASURES' IMPLEMENTATION

Special measures are to be implemented as of the date when the plan of measures is adopted, which is a separate part of the work plan/program, i.e. business activities and public announcement of the plan/program, i.e. notification of employees and work-engaged persons about its adoption and implementation.

The person responsible for implementing these measures will be: Mrs. Tamara Barišić, secretary of the Institute for Medical Research.

Control i.e. supervision, of the aforementioned measures will be carried out by the Institute's director.

When the intended objective is accomplished, the special measures' execution shall terminate. The implementation of special measures may be extended in the following years by adopting subsequent amendments to annual plans and programmes until the special objective is accomplished if that goal fails to be accomplished in the year that this plan, along with the annual work plan and programme, are adopted.

VI METHOD FOR SUBMITTING THE ANNUAL REPORT ON THE PLAN'S IMPLEMENTATION

Data on the plan implementation in the part related to achieving gender equality, represent an integral part of the annual plan which is, in accordance with the law, adopted by the authorities of the Institute for Medical Research.

Upon adoption, the plan will be available on the website of the Institute for Medical Research, and the employees will be notified of its adoption.

In line with the Law, the report on the Plan's implementation is to be presented to the relevant authorities.

In Belgrade, on 25th December 2023



Director of the Institute for Medical Research


Saša Radovanović, PhD