

STRATEGIC OBJECTIVE 1: ENSURE A SAFE WORKSPACE AND VIBRANT WORKING ENVIRONMENT																				
EU	ID	Specific objectives	ID	Activities	Responsable(s)	Timeline				Resources	ID	Indicators	Responsable(s)	2023		2024		2025		Principles
						2024	2025	2026	2027					Objective	Result	Objective	Result	Objective	Result	
FEMP_A1	HR1.1	Complete the extended actions of 2020-2023 Equality plan, till the 2024-2027 action plan is developed	A1.1.1	External evaluation of the Harassment Protocol	People department	✓				7h	KDE 1.1.1.1	An evaluation report is published on the Intranet and disseminated to all staff through the email channel	People department	100%						5,16,14,27
			KDE 1.1.1.2	% of the staff have read the evaluation of the protocol or watched the accompanying video when it was published	People department	80%														
			A1.1.2	Inclusive language & non-sexist communication policy	People department	✓				10h	KDE 1.1.2.1	Staff receive BC3's inclusive language guidelines	Communication department	100%						
			KDE 1.1.2.2	The inclusive language guidelines have been disseminated on the BC3 website and social media	Communication department	100%														
			A1.1.3	Evaluate the Equality Plan when its execution is completed (outsourced assessment)	People department	✓				5h	KDE 1.1.3.1	An evaluation report is published on the Intranet and disseminated to all staff through the email media	People department	100%						
			KDE 1.1.3.2	An executive report is produced with the results of the 2020 Action Plan	People department	100%														
			A1.1.4	Raise visibility for work done by women at BC3 in different media held by the organization	Communication department	✓				7h	KDE 1.1.4	Similar organization on '11'	Communication department	2						
	A1.1.5	Analyze hiring policy and propose changes, if necessary, to promote equal opportunity (OTMR policy)	People department	✓				2h	KDE 1.1.5	Before the publication of the new Action Plan 2024-2027 the Hiring Policy was updated from an equality perspective	People department	100%								
	A1.1.6	Add criteria to the hiring policy, by means of which BC3's Hiring Commission will be blocked, representing both women and men whenever possible (OTMR policy)	People department	✓				2h	KDE 1.1.6	The implemented OTMR policy is approved by the Management Committee	People department	100%								
	HR1.2	Develop the 2024-2027 Equality Action Plan	A1.2.1	Carry out the diagnosis of the plan (outsourced assessment)	People department	✓				14h	KDE 1.2.1.1	Invitation sent to trade unions to participate in the negotiating committee	People department	100%						
			KDE 1.2.1.2	Invitation concluded with success	People department	100%														
			KDE 1.2.1.3	Creation of the diagnostic working group	People department	100%														
			A1.2.2	Observe the Equality Plan defining the objectives	People department	✓				2h	KDE 1.2.2	% of results public in new Action Plan 2024-2027	People department	100%						
			KDE 1.2.2	The plan is approved by BC3's negotiating committee	Operations Manager	100%														
A1.2.3			Calculate the legal risks of meeting of the new Equality plan	People department	✓				4h	KDE 1.2.3	When records of the publication of the Action Plan 2024-2027, the application for online registration in the "REGCON Register of Collective Agreements and Equality Plans" must be made	People department	100%							
A1.2.4			Registering the plan officially	People department	✓				2h	KDE 1.2.4	% of the staff have read the official notification of the new Action Plan 2024-2027	Communication department	80%							
A1.2.5	Communicate to BC3 the new plan	People department - Communication department	✓				1h	KDE 1.2.5	Include in the minutes of the next meeting of the HRS4R working group the new Equality Plan 2024-2027 actions	People department	100%									
A1.2.7	Track implementation of the new Equality Plan	People department	✓	✓	✓	✓	✓	25h	KDE 1.2.7	Monthly meetings	People department	1	1	1	1					
FEMP_A2	HR1.3	Considerate an occupational risk prevention system	A1.3.1	Define an annual calendar of activities for the year for all the safety at work, industrial hygiene, occupational medicine and ergonomics and applied psychosociology (external advisory)	People department	✓	✓	✓	✓	7h	KDE 1.3.1	% of completed activities	People department - Technical Staff	75%	85%	95%	100%		7,8	
			A1.3.2	Define the process for procurement and annual delivery of personal protective equipment (PPE) selecting the corresponding supplier	People department	✓	✓	✓	✓	10h	KDE 1.3.2	% of laboratory/technical staff not satisfied with the Scientific Equipment management process at BC3	People department - Technical Staff	75%	75%	75%	75%			
			A1.3.3	Train and inform on the risk of the job position, laboratories and feedback (external advisory)	People department	✓	✓	✓	✓	2h/year/person	KDE 1.3.3.1	% of the employees have received training and information on the risks of the work place	People department - Technical Staff	95%	95%	95%	100%			
			KDE 1.3.3.2	% of the staff consider the information given to them about the risks in their workplace to be useful	People department - Technical Staff	80%	80%	80%	80%											
FEMP_A3	HR1.4	Promote collaborative spaces	A1.4.1	Analyse possible activities to promote wellbeing of people at work	People department	✓	✓	✓	✓	3h	KDE 1.4.1	% of BC3's wellbeing programme development	People department - Research Staff & Technical Staff		20%	70%	100%		23,34	
			A1.4.2	Improve external communication (research/seminar, research/clinic and other/other)	People department	✓	✓	✓	✓	14h	KDE 1.4.2	% of staff feel that communication between teams and colleagues has improved	People department - Communication Department	70%	70%	70%	70%			
			A1.4.3	Create collaborative spaces to promote transdisciplinarity and interdisciplinarity within BC3 (Symposium, others...)	People department	✓	✓	✓	✓	32h	KDE 1.4.3	% of participants in the collaborative spaces created express the usefulness of this initiative	People department - Communication Department	80%	80%	80%	80%			
FEMP_A4	HR1.5	Ensuring the usefulness of the guidelines and procedures created for a friendly working environment	A1.5.1	Train strategic staff in conflict management	People department	✓				3h/year/person	KDE 1.5.1	BC3 strategic staff is trained on conflict management	People department	100%					34,36,37,49	
			A1.5.2	Update and communicate the conflict management system guide	People department	✓				3h	KDE 1.5.2	The conflict management system guide is published/communicated and BC3 staff are aware of it	People department - Communication department	100%						
			A1.5.3	Send reminder with the conflict management system reviewed guide identifying the Ombudsperson's	People department	✓				1h	KDE 1.5.3	% of official claims presented and responses by Compliance Committee	People department - Legal & Compliance - Operations Manager & Equality Director	100%						
			A1.5.4	Update and communicate the supervision guidelines	People department	✓				3h	KDE 1.5.4	The supervision guidelines are published/communicated and BC3 staff are aware of it	People department - Communication Department	100%						

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GENDER EQUALITY PLAN Specific Objectives

**STRENGTHEN HRS4R**

**FURTHER IMPROVED ACTION PLAN 2024-2027**

STRATEGIC OBJECTIVE 4: DEVELOP BC3'S LABOUR FRAMEWORK THAT PROMOTES EXCELLENCE IN POLICIES, PROCESSES AND PEOPLE																						
EU	ID	Specific objectives	ID	Activities	Responsible(s)	Deadline				Resources	ID	Indicators	Responsible(s)	2024		2025		2026		2027		Principles
						2024	2025	2026	2027					Objective	Result	Objective	Result	Objective	Result	Objective	Result	
FIAP1_A5	HR2.1	Set a labour framework for the excellence in research and the centre	A.2.1.1	Analyse and establish the rights and responsibilities of BC3 persons in a labour framework	People department - Operations Manager	✓	✓	✓	✓	35h	IOE.2.1.1	The rights and responsibilities framework is published and reviewed annually	People department	30%		60%		90%		100%		24,35,36
			A.2.1.2	Regulate and define work-life balance measures for everyone at BC3	People department - Operations Manager		✓		✓	35h	IOE.2.1.2	The work-life balance framework is published and reviewed annually	People department			100%				100%		
			A.2.1.3	Analyse and establish a disciplinary regime	People department - Operations Manager		✓		✓	35h	IOE.2.1.3	The disciplinary regime is published and reviewed annually	People department			100%				100%		
			A.2.1.4	Create a communication channel for ECRs (Early Career Researchers group) representatives	Operations Manager - ECR representatives	✓	✓	✓	✓	16h	IOE.2.1.4	Number of meetings (virtual/face to face) between ECR representative and OM	Operations Manager - ECR representatives	2		2		2		2		
			A.2.1.5	Reflect on the possibility of having Postdoc representative	People department - Operations Manager			✓	✓	5h	IOE.2.1.5	Identify Postdoc representative's and their role	Operations Manager - Postdoc representative				1			2		
FIAP1_A6	HR2.2	Guarantee an updated OTM-R policy in line with the strategy of the center, as well as with the current needs of BC3	A.2.2.1	Analyse hiring policy and update to the current situation of the center	People department		✓		✓	2h/year person	IOE.2.2.1	The Hiring Policy is updated and communicated (intranet, web and within internal communication channels)	People department - Research Staff & Technical Staffs			100%				100%		12,13,14,15,19,20
			A.2.2.2	Train senior staff in recruitment skills	People department		✓		✓	4h/person	IOE.2.2.2	% of trained senior staff (recruiters)	People department ::				80%					
			A.2.2.3	Define the design of BC3 professional categories including skills and values	People department	✓	✓	✓	✓	24h	IOE.2.2.3	4 categories/positions out of 14 are defined and approved by the Management Committee	People department - Research Staff & Technical Staffs	4		8		11		14		
FIAP1_A7	HR2.3	Attract students/interns to promote scientific careers	A.2.3.1	Analyse and study the updates to the law in relation to students/interns (external industry)	People department	✓	✓			5h	IOE.2.3.1	BC3 establish a student/interns framework	People department	60%		100%						5
			A.2.3.2	Define internship annual programme that contributes to the actual strategy	People department		✓	✓	✓	14h	IOE.2.3.2	Number of meetings (virtual/face to face) between People department and BI coordinators	People department			5		5		5		

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STRATEGIC OBJECTIVE 3: IMPROVE INTERNAL STRUCTURE & PROCESSES FOR KEEPING A SUSTAINABLE, FAIR AND VIBRANT WORKING SPACE																							
EU	ID	Specific objectives	ID	Activities	Responsible (s)	Deadline				Resources	ID	Indicators	Responsible (s)	2024		2025		2026		2027		Principles	
						2024	2025	2026	2027					Objective	Result	Objective	Result	Objective	Result	Objective	Result		
FIAP1_A8	HR3.1	Guarantee the compliance system	A.3.1.1	Data protection training for newcomers and refresh train for staff every two years	People department	✓	✓	✓	✓	2h/year person	KOE.3.1.1	% of participants in the training session	Legal & Compliance Department	100%		100%		100%		100%		7	
			A.3.2.1	Propose training in public engagement for researchers	People department		✓	✓			2h/year person	KOE.3.2.1	% of participants in the training session	People department - Communication department			20%		30%				
FIAP1_A9	HR3.2	Promote public engagement with actions linked to the needs of the society	A.3.2.2	Encourage researchers to participate in the dissemination/outreach of the work done through new channels	People department			✓	✓	1h/year person	KOE.3.2.2	% of participants in dissemination/outreach through new channels	People department - Communication department					40%		60%		9	
			A.3.3.1	Communicate the Sustainability and Mobility plan (publish and shared through intranet)	People department	✓					6h	KOE.3.3.1	Sustainability and Mobility plan are communicated through the intranet	Sustainability working group - Communication department	100%								
FIAP1_A10	HR3.3	Promote a sustainability plan	A.3.3.2	Funding seeking for implementation of the plan	People department - Operations Manager		✓	✓			100h	KOE.3.3.2	% of proposals made and achieved	Sustainability working group			1		1				
			A.3.3.3	Promote stakeholder engagement	People department	✓	✓	✓	✓		35h/year	KOE.3.3.3	% of positive responses from stakeholders	Sustainability working group	60%		70%		80%		90%		23
			A.3.3.4	Set up an annual monitoring system	People department	✓					14h	KOE.3.3.4	The annual monitoring system is set up and approved	Sustainability working group - Operations Manager	100%								
			A.3.3.5	Annual monitoring (Indicators & report)	People department - Operations Manager		✓	✓	✓		21h/year	KOE.3.3.5	% of objectives achieved	People department - Sustainability working group			60%		70%		80%		
			A.3.4.1	Advance management model analysis	People department - Operations Manager		✓	✓			5h	KOE.3.4.1	Make the decision on the alignment of the centre to the advances management model	Operations Manager	50%		100%						
FIAP1_A11	HR3.4	Looking for efficient and excellent administrative work processes	A.3.4.2	Work for an efficient managerial unit coordination system	People department - Operations Manager	✓	✓	✓	✓		7h	KOE.3.4.2	Number of managerial unit coordination meetings	Operations Manager	6		6		6		6		6
			A.3.4.3	Continuous improvement of processes and procedures	People department	✓	✓	✓	✓		5h/year person	KOE.3.4.3	Number of identify and improved processes/procedures	Operations Manager	2		2		2		2		6

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**FURTHER IMPROVED ACTION PLAN 2024-2027**

STRATEGIC OBJECTIVE 4: CONTRIBUTE TO BOTH PERSONAL AND PROFESSIONAL DEVELOPMENT																						
EU	ID	Specific objectives	ID	Activities	Responsible (s)	Deadline			Resources	ID	Indicators	Responsible (s)	2024		2025		2026		2027		Principles	
						2024	2025	2026					2027	Objective	Result	Objective	Result	Objective	Result	Objective		Result
FIAP1_A12	HR4.1	Promote a Professional Career Development plan linked to the new scenario of the centre	A.4.1.1	Review and update the Professional Career Development plan	People department - Operations Manager	✓			3h	IOE 4.1.1	The Professional Career Development plan is updated and published	People department - Research Staff & Technical Staffs			100%						24,25,26,28	
			A.4.1.2	Improve the Professional Career Development plan	People department - Operations Manager		✓		3h	IOE 4.1.2	The Professional Career Development plan improved is presented to SD and OM	People department - Research Staff & Technical Staffs						100%				
FIAP1_A13	HR4.2	Improve the Scientific Annual Planning	A.4.2.1	Conduct the Scientific Annual Planning process	People department	✓	✓	✓	2h/year	IOE 4.2.1	% of researchers fulfill the annual Scientific Plan.	People department	75%		80%		90%		100%		38,39	
			A.4.2.2	Identify the needed of specific skills and needed training (agreed with the supervisor)	People department		✓	✓	1h/year person	IOE 4.2.2	% of hold training sessions are linked to the improvement of skills detected in the Scientific Plan	People department								10%		
FIAP1_A14	HR4.3	Set up Development Talks within the teams	A.4.3.1	Define a Development Talks frame and guide improving the identification of needed skills within the research projects	People department			✓	14h	IOE 4.3.1	The Development Talks frame and guide is developed and approved	People department - Research Staff & Technical Staffs					50%		100%		11,40	
FIAP1_A15	HR4.4	Design a training organized system	A.4.4.1	Identify the annual training plan (Scientific Plan, Development talks...)	People department			✓	7h	IOE 4.4.1	The annual training plan is developed and approved	People department - Research Staff & Technical Staffs							100%		38,39	
			A.4.4.2	Determine the annual training plan budget and its approval by Management Committee	People department - Operations Manager			✓	7h	IOE 4.4.2	The annual training plan budget is approved	People department - Operations Manager								100%		
FIAP1_A16	HR4.5	Promote tools for creating connections within the center that promotes transdisciplinary	A.4.5.1	Develop BC3's mentoring program	People department - Research Staff	✓			4h	IOE 4.5.1	The mentoring programme is developed and approved	People department - Research Staff & Technical Staffs	100%								11,28,30,40	
			A.4.5.2	Share and communicate BC3's mentoring program	People department - Research Staff		✓	✓	✓		IOE 4.5.2	% of staff that is aware of BC3's mentoring program	People department - Research Staff & Technical Staffs			70%		80%		100%		
			A.4.5.3	Track the implementation of BC3's mentoring program	People department - Research Staff		✓	✓	✓		IOE 4.5.3.1	Number of interested participants	People department - Research Staff & Technical Staffs			12		16		20		
									IOE 4.5.3.2	% of satisfaction of participants in BC3's mentoring program	People department - Research Staff & Technical Staffs			75%		80%		85%				

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FURTHER IMPROVED ACTION PLAN 2024-2027