



GENDER EQUALITY PLAN (GEP)

Version 1, July 2024



Credits

This first GEP of Paisatges Vius has been prepared by Guillem Mas (Director) with participation by the Board of Directors. The GEP has been adopted by the Board of Directors on 17th July 2024.

July 2024

Introduction

Paisatges Vius, its Board of Directors, staff, and membership recognize the importance of a gender policy, and therefore endorse this Gender Equality Plan and subscribe to the objectives, targets and measures further elaborated in the plan.

Guillem Mas Cornet
Chair and Director

Miquel Vilella Morató
Secretary

Jacint Mas Cornet
Treasurer

This plan goes in effect on 17/07/2024

Table of contents

1	GEP PROCESS REQUIREMENTS ¹	5
1.1	DEDICATED RESOURCES	5
1.2	DATA COLLECTION AND MONITORING	5
1.3	TRAINING AND CAPACITY BUILDING	5
1.4	DIVISION OF ROLES	6
2	CONTENT AREAS: OBJECTIVES, TARGETS AND MEASURES	7
2.1	WORK-LIFE BALANCE AND ORGANISATIONAL CULTURE.....	8
2.2	GENDER BALANCE IN LEADERSHIP AND DECISION-MAKING:	10
2.3	GENDER EQUALITY IN RECRUITMENT AND CAREER PROGRESSION	11
2.4	INTEGRATING THE GENDER DIMENSION INTO PAISATGES VIUS ACTIVITIES CONTEXT	13
2.5	MEASURES AGAINST GENDER-BASED VIOLENCE, INCLUDING SEXUAL HARASSMENT.....	15

1 GEP PROCESS REQUIREMENTS¹

1.1 DEDICATED RESOURCES

Funding for gender equality positions or teams: a budget is provided for the execution of the tasks below.

Reserved time for others to work on gender equality: Paisatges Vius Project Manager (PM) has set aside time in his annual planning. Action points and plans can be discussed in the Paisatges Vius Board meetings.

1.2 DATA COLLECTION AND MONITORING

Data on sex or gender of staff across roles and leadership: The PM creates an annual overview and shares these data with the Board and membership of Paisatges Vius.

Annual reports and evaluation of progress and outcomes: a global overview is provided in Paisatges Vius Annual Report. The PM keeps data on other matters, such as recruitments, trainees, work groups and other.

Every year Paisatges Vius gender plan is evaluated, based on new data and the needs of the entity. This version 1 of the GEP is planned for evaluation and review before the end of 2025.

New data and insights into the needs can be obtained by:

- online surveys (anonymous or otherwise)
- focus groups
- strategic workshops
- ongoing pulse surveys
- feedback opportunities following the introduction of specific measures.

We try to achieve putting the collected data and the new knowledge at the basis of the ActionPlan for several purposes: awareness-raising, action design, negotiation.

Integrating the gender aspect into the conservation and restoration work effectiveness of Paisatges Vius is a priority area of innovation for us.

1.3 TRAINING AND CAPACITY BUILDING

Whole organization engagement: specific topics can be discussed at info moments.

Tackle gender biases of people and decisions: training or webinars can be provided on this subject.

Joint action on specific topics: actions can be discussed in Paisatges Vius Board, other entity members can share their opinion and participate in this depending on the needs.

¹Requirements listed in Horizon Europe's EU Research & Innovation Programme 2021-2027

1.4 DIVISION OF ROLES

Human Resources: Paisatges Vius personnel recruitment is a management responsibility of the PM and overseen by the Director and the whole of Paisatges Vius Board.

Communications & Planning: the C&P activities are a management responsibility of the Director and overseen by the whole of Paisatges Vius Board.

Management Team: Guillem Mas is acting as Technical Director, Irene Figueroa is acting as Project Manager and the rest of the team consists of temporary contracted staff for specific projects, and voluntary members of the Board. Technical Director and Project Manager form the Executive Board.

Internal confidant: Staff member Ms. Irene Figueroa Aguilar (irene@paisatgesvius.org).

Diversity supervision Board member: Mr. Guillem Mas Cornet (guillem@paisatgesvius.org).

Full confidentiality in gender equality matters is ensured and confidential written channels in place, including a GEP Anonymous Box. Considering the relatively small size of the Paisatges Vius Board, team and membership dialogue and direct in-person communication are encouraged.

2 CONTENT AREAS: OBJECTIVES, TARGETS AND MEASURES

The objectives, targets and measures of this Gender Equality Plan are **SMART**:

- **Specific** – the objectives and measures should answer to basic questions: what, why, how, who, when and where.
- **Measurable** – establish quantitative and/or qualitative indicators and respective targets.
- **Attainable** – make sure the objectives and measures are not out of reach and that it can be achieved (even if requiring more efforts).
- **Realistic** – ensure that the objectives and measures are relevant for the organization and that they are feasible within a certain timeframe and within the available resources.
- **Time-related** – indicate when the objectives and measures can be achieved

The content areas consist of:

- Work-life balance and organizational culture
- Gender balance in leadership and decision-making
- Gender equality in recruitment and career progression
- Integrating the gender dimension into research and teaching context
- Measures against gender-based violence, including sexual harassment

2.1 WORK-LIFE BALANCE AND ORGANISATIONAL CULTURE

Issue to be addressed	Objectives	Measures and Indicators	Intermediate targets	Timeline	Division of responsibilities	Problems encountered during implementation
Neutral language and communication	We opt for more neutral language, through official messages and via social media. All internal and outgoing communication is genderless	by sample: 20 documents will be screened (mail, intranet, website, social media...), 15 must be gender neutral	75% of sampled documents must be gender neutral	Immediate effect	Executive Board	
	Communicating the current figures about the following on the intranet so that they are known within the organization: <ul style="list-style-type: none"> gender balance in managerial and other organization-orientating functions (program coordinators, MT, ...) gender balance board of directors gender balance work groups gender balance trainings and events 	Annual figures of team diversity policy, internal figures	Every employee / member can look up the relevant figures at any time and knows where to look for them.	June 2025	Executive Board	
Awareness of the importance of gender equality as a part of Paisatges Vius's mission	Making gender balance constitutional at all levels of work	Annual discussion group on welfare includes questions about gender equality			Executive Board, Board of Directors	Difficult to formulate a target

Pursue pay equity among employees	Striving for equality in pay according to job content, regardless of gender	Internal promotion if there is a gap between performed tasks and level of function (rank)	Equal pay for equal work	Annual function weightings	Board of Directors	
Flexible working arrangements	The employee can adjust his/her working hours to his private situation without permission from a manager	Embedded in the work regulations document	Flexible hours for each employee	Immediate effect	Executive Board	
Childcare	The employee has flexible hours to fully care for their child(ren) and has childcare during school holidays so that it does not affect his/her performance at work	Embedded in the work regulations document	The employer must provide daycare for children during school holidays, flexible hours for each employee	Immediate effect	Executive Board	

2.2 GENDER BALANCE IN LEADERSHIP AND DECISION-MAKING:

Issue to be addressed	Objectives	Measures and Indicators	Intermediate targets	Timeline	Division of responsibilities	Problems encountered during implementation
Numerical gender inequality at the management level	Target the number of women in management positions and Board of Directors to, at least, 50%	Proportion of women in management positions and Board of Directors	Minimum 50% of women in management positions and board of directors		Board of Directors	Small size of Board of Directors increases challenge of 50% staff - Currently 25% women at Board of Directors
Workload management for staff, board of directors and volunteers	Taking into account the family situation of both female and male members of staff, board of directors and volunteers regarding their tasks and activities	In the context of Board and staff meetings plan strategies and solutions to facilitate tasks.	Ensure ways for participation in activities and decision compatible with family situation.	2023	Executive Board, Board of Directors	

2.3 GENDER EQUALITY IN RECRUITMENT AND CAREER PROGRESSION

Issue to be addressed	Objectives	Measures and Indicators	Intermediate targets	Timeline	Division of responsibilities	Problems encountered during implementation
Gender equality amongst Paisatges Vius staff, board and volunteers	Paisatges Vius target is a gender diverse team and all genders included in the managerial positions.	Annual figures of team diversity policy, internal figures	50% women in the general workforce, 50% women in managerial positions	2025	Executive Board	Small size of association increases challenge of 50% staff
Language and communication in vacancies	For vacancies, we always use a neutral term for the job title	By sample	100% of vacancies have neutral terms for the job title	immediate effect	Executive Board	

	<ul style="list-style-type: none"> • Check whether all questions and selection criteria are gender neutral. • The composition of the jury is balanced, both among the substantive jury members and the general composition. Everyone pays attention to different qualities and search for the most suitable candidate. • When there is an equal score among candidates in the recruitment procedure, the female candidate will be chosen until a balanced distribution of both sexes among the Paisatges Vius employees is achieved. • Since women are more likely to be deterred than men from a long list of requirements for a position, we include the following in vacancies: "If you do not meet one or more of the competences listed below, do not let this immediately put you off. Call or email us to coordinate more specifically, so that we can personally assess your candidacy further". 	Check questions and selection criteria by sample	100% of the questions/criteria in selections are gender neutral, juries are balanced 50/50	immediate effect	Executive Board,	
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2.4 INTEGRATING THE GENDER DIMENSION INTO PAISATGES VIUS ACTIVITIES CONTEXT

Issue to be addressed	Objectives	Measures and Indicators	Intermediate targets	Timeline	Division of responsibilities	Problems encountered during implementation
Making women's contribution visible	During presentations and events both female and male employees can be chosen as a spokesperson, aiming at least to 50% women annually	Equal number of internal female and male speakers	50% female spokespersons	Immediate effect	Board of Directors	
	Use different media and communication tools to increase women's visibility in conservation	by sample	As much as possible	Immediate effect	Executive Board, Board of Directors	Difficult to set a quantitative target
	Create a gender-balance at training activities	Proportion of female external lecturers	Minimum 50% female external lecturers	Immediate effect	Executive Board, Board of Directors	
In dialogues and conservation agreement conversations with landowners, farmers and other actors, we encourage a gender diverse process with our counterparts.	Include all gender in the conversations, not only in Paisatges Vius but also in the counterpart	Proportion of female participants in the conversations	Minimum 50% female in the conversations	Immediate effect		
Establish and support women at work groups	In the composition of steering groups, networks, advisory boards, volunteer teams ..., we strive for a good gender balance. We make	Proportion of females in steering groups, networks, advisory councils	Minimum 50% females in steering groups, networks, advisory councils		Executive Board, Board of Directors	

	employees aware of this internally so that this becomes an automatic reflex				
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2.5 MEASURES AGAINST GENDER-BASED VIOLENCE, INCLUDING SEXUAL HARASSMENT

Issue to be addressed	Objectives	Measures and indicators	Intermediate targets	Timeline	Division of responsibilities	Problems encountered during implementation
Increase safety and security among female and LGTBQA+staff	Highlighting the articles in the employment regulations regarding - threats, violence, unwanted sexual behavior at work or bullying	Proportion of violations of work regulations	no incidents	Immediate effect	Executive Board, Board of Directors	difficult to measure/set targets
	Clarify which procedures apply and how they work with regard to threats, violence, unwanted sexual behavior at work or bullying		All employees know the procedures and Board is aware of them	Immediate effect	Executive Board, Board of Directors	Difficult to measure
	Make it clear that victims of threats, violence, sexual harassment at work or bullying are not alone and have contacts to help them through every part of the process, from conversations with counselors to legal prosecution	Survey internal communication including a question on knowing confidential advisers	Know the procedure, know internal confidential persons	Immediate effect	Executive Board, Board of Directors	

