

EQ-DIR-01b

**EQUALITY PLAN OF THE FOUNDATION FOR CANCER RESEARCH OF
THE UNIVERSITY OF SALAMANCA
2022-2025**

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COMMITMENT OF FICUS MANAGEMENT OFFICE

The Fundación para la Investigación del Cáncer de la Universidad de Salamanca (Cancer Research Foundation of the University of Salamanca, hereafter FICUS) as a public research institution in the field of cancer research, is aware of its responsibility in promoting equality of opportunities between men and women.

Therefore, in line with the equality policies implemented by public authorities in recent years, this Foundation is committed to integrate the principle of equal treatment and opportunities effectively and genuinely between men and women, and to work towards the eradication and prevention of any type of discrimination that may occur directly or indirectly based on gender within our organization, through the development and implementation of necessary internal measures and policies.

Through this commitment, equal opportunities constitute a basic strategic principle to be permanently and cross-sectionally considered within FICUS.

INTRODUCTION

The Equality Plan presented here is the result of an internal study and analysis of the current needs to advance and ensure effective equality between men and women, involving both the organizational structure of FICUS and its personnel. It is the outcome of a previous process of diagnosis and negotiation with workers' representatives, and it contains objectives and measures aimed at achieving equal treatment and equal opportunities between men and women within FICUS, as well as eliminating any gender-based discrimination that may be detected.

1.- Purpose

With the Equality Plan between men and women at FICUS, the following objectives are pursued:

- o Reduce inequalities that may exist in the field of male and female employees' professional career development.
- o Support the balance of personal, family, and work life and shared responsibility.
- o Pay special attention to situations that require special protection, such as victims of gender-based violence or the prevention of harassment situations.
- o Promote excellence, gender equality, and efficiency in research and innovation, as well as increase the visibility and recognition of women's scientific, technical, and administrative contributions.

2.- Legal Framework

Equality regulations have been developed at various levels: international, European, and national level.

1.2.1 International scope

- o Various international texts on human rights such as the Universal Declaration of Human Rights, the International Covenant on Civil and Political Rights, and the Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW), adopted by the United Nations General Assembly in 1979 and ratified in 1984.
- o World conferences on women, four of which have been held to date (Mexico 1975, Copenhagen 1980, Nairobi 1985, and Beijing 1995). These conferences have promoted gender equality

policies, especially important the one celebrated in Beijing, prioritizing the removal of all obstacles hindering women's participation in public and private life.

1.2.2 European scope

Equality has been one of the fundamental principles of the European Union, as reflected in the Treaty of Amsterdam (1999), which conceptualizes persistent indirect discrimination and calls for positive actions to eliminate it.

In the European Union, a regulatory framework on equal opportunities and treatment between men and women has been developed, particularly regarding equal treatment in employment, training, career advancement, working conditions, access to goods and services, and their supply.

It is worth noting the European Commission's 2012 communication on the European Research Area (ERA), which fourth priority is achieving gender equality and gender inclusion in research content by promoting gender diversity to promote scientific excellence.

1.2.3 National scope

With all of this in mind, this Equality Plan results from the application of relevant regulations, including Royal Decree-Law 6/2019 of March 1, on Urgent Measures for the Guarantee of Equal Treatment and Opportunities for Men and Women in Employment and Occupation; Royal Decree 901/2020, regulating equality plans and their registration; and Royal Decree 902/2020 of October 13, on gender pay equality between men and women.

The development of this Plan aims to achieve the objective already established by Law 3/2007 and to continue advancing on the development of a favorable framework for labor relations based on equal opportunities, non-discrimination, and respect for diversity, promoting a safe and healthy environment.

Furthermore, the Plan implements the thirteenth additional provision of Law 14/2011, of June 1, on Science, Technology, and Innovation, which obliges Public Research Bodies to adopt Equality Plans subjected to annual monitoring, in line with the II Equality Plan between men and women of the General State Administration and its public bodies.

3.- Nature of the Plan

The FICUS Equality Plan is a strategic document of our Foundation, conceived as "a set of measures

taken between men and women to eliminate discrimination based on gender".

The Plan contains achievable and realistic objectives, measures, and actions, both in terms of its development deadlines, the required resources, and the goals set. These are adapted to the organization's reality after following a situational analysis, and they are assessable and measurable.

Furthermore, this Plan is:

- o Comprehensive: designed for all individuals working at FICUS.
- o Participatory and collaborative: where worker representatives have been actively involved in the process.
- o Cros-cutting: one of the FICUS's guiding principles is the cross-sectional application of gender equality in all structures and policies of the organization.
- o Dynamic, flexible and adaptable: to changes in legal or operational requirements of the organization itself.
- o Temporary: with a maximum duration of 3 years, after which an effectiveness evaluation of the results will be conducted, i.e., whether the set objectives have been met. This evaluation will serve as the basis for a new plan.

SCOPE OF PERSONAL, TERRITORIAL, AND TEMPORAL APPLICATION. PERIOD OF VALIDITY OF THE PLAN

1.- Territorial scope

The Equality Plan will apply to personnel covered by the “Collective Agreement of the Cancer Research Foundation of the University of Salamanca”. It will also be applicable to all management policies developed within FICUS.

2.- Temporal scope

The FICUS Equality Plan will have a duration of 3 years, from June 2.022 to June 2.025, and it will be in force until a new Plan is drafted and registered to replace it. Furthermore, the Equality Plan will remain in force if legal or collective labor agreements do not require its review or if experience indicates that adjustment is necessary.

DIAGNOSIS AND ANALYSIS

1.- Equality Commission

FICUS has established the Equality Commission in accordance with current regulations and, specifically, the Royal Decree 901/2020 of October 13, which regulates equality plans and their registration, and modifies Royal Decree 713/2010 of May 28, on the registration and deposit of collective labor agreements and agreements. It has become a joint body representing both men and women, as well as the interests of the company and its employees.

The equality joint Commission, established on September 15, 2021, is responsible for the design, negotiation, and promotion of the Equality Plan, as well as its periodic and final monitoring and evaluation.

The Commission has maintained transparency with the entire staff since the beginning of the process, providing updates and seeking their participation through a survey for the development of proposals and recommendations. These have been incorporated into specific actions in the Equality Plan.

In addition to the work of drafting and negotiating the Equality Plan, the Negotiating Commission holds regular meetings and is committed to conduct an annual assessment of the implementation of the measures outlined in the Plan to assess their effectiveness.

2.- Composition

The Commission's composition is as follows:

- o Eugenio Santos de Dios (FICUS)
- o Gerardo Arévalo Vicente (FICUS)
- o Margarita Villamor Camba (FICUS)
- o Celso López Collazo (FICUS Employee Committee)
- o Miguel Ángel Moreno Valle (FICUS Employee Committee)
- o Irene Rodríguez Iglesias (FICUS Employee Committee)

At the Commission's establishment, Eugenio Santos was appointed as its chairman, and Irene Rodríguez Iglesias was named as its secretary.

3.- Operating Rules

Attached at the end of this document are the Minutes of the Constitution of the Negotiating Commission and the Operating Rules that have guided the steps of the Commission.

The Rules not only outline the functions of the Commission but also its operational framework.

4.- Situation Diagnosis

On February 24th, 2021, a preliminary report was prepared for the Gender Equality Commission to provide insight into the equality situation within FICUS.

This report was essential for the Commission to have a document that provided a preliminary evaluation of the FICUS data. In this report, it is confirmed that:

- 1.- FICUS, in addition to being subject to public labor regulations, has a "Manual for Employment Contracting at the University of Salamanca's Cancer Research Foundation" which has been in effect since January 1st 2.019, and was approved by FICUS's Board of Trustees on December 18th 2.018.
- 2.- Data indicates that, in all ratios (total staff, permanent staff, and temporary staff), the percentage of women exceeds that of men. Therefore, there is no evidence of gender discrimination in FICUS's hiring processes.
- 3.- The professional classification of the personnel employed at FICUS is determined by the Collective Agreement of the Cancer Research Foundation of the University of Salamanca. In this agreement, there is no observed differentiation related to the gender of the workers. It exclusively establishes a salary scale based on different job categories in accordance with Articles 10 to 13 of the FICUS Collective Agreement.
- 4.- Regarding working conditions (working hours, schedule, distribution of working hours, shift work, work systems, performance, remote work, and gender-specific occupational risk prevention measures), there is no differentiation between men and women.
- 5.- Gender differences are also not observed in terms of salary, training, professional career development, and the exercise of personal, family, and employment rights.
- 6.- Regarding the underrepresentation of women in the data in this situation report, it is noted that FICUS does not have discriminatory policies in its selection and hiring processes. Female employees have the same opportunities for advancement to all job categories as male employees, without any discrimination.

7.- There is no specific procedure for addressing complaints or reports that may arise, and there are no identified precautionary or corrective measures applicable in terms of gender equality. Additionally, there is no identification of reactive measures against harassment, and, if applicable, disciplinary procedures.

5.- Salary Record

As a next step in the preparation of the Equality Plan, the salary records for the year 2020 was used. This record is attached in the Annexes.

The salary record has been prepared following the guidelines of the Guide published in April 2021 by the Ministry of Labor and Social Economy, in collaboration with the Ministry of Equality, together with CEOE, CEPYME, CCOO, and UGT. This guide, of course, complies with the provisions of Article 28, Sections 2 and 3 of the consolidated text of the Workers' Statute, approved by Royal Legislative Decree 2/2015, of October 23rd (hereinafter ET), and Articles 5 and 6 of Royal Decree 902/2020, of October 13th, on equal pay between men and women.

6.- Salary Audit

The Royal Decree 902/2020 on Equal Pay establishes the obligation for companies that have an Equality Plan to conduct a Salary Audit. This audit aims to gather information about whether the company's remuneration system, in a comprehensive and cross-cutting manner, effectively complies with the principle of equal pay between men and women. It should help define the necessary steps to prevent, correct, and address any existing or potential obstacles and difficulties in order to ensure equal pay.

This document is essential and has been prepared using information from the salary register and job position evaluation (hereinafter referred to as VPT) of FICUS employees, both of which are included in the Annexes of this Plan.

VPT must consider the functions and tasks related to each job position. It should also be tailored to the type of company or institution, its sector of activity, and other relevant characteristics, regardless of the employment contract modality in which employees carry out their activities.

The VPT was conducted using the software provided by the Institute for Women of the State Secretary for Equality and against Gender-Based Violence, which belongs to the Ministry of Equality (<https://www.igualdadenaempresa.es/asesoramiento/herramientas-igualdad/home.htm>).

7.- Employee Survey

The survey was conducted between October and November 2021.

The questionnaire has been taken directly from the Guide for the Preparation of Gender Equality Plans in Companies published by the Institute for Women of the State Secretary for Equality and against Gender-Based Violence, which belongs to the Ministry of Equality.

The participants in the mentioned survey were 7 employees, which is less than 10% of the FICUS staff, and therefore, its results have limited value in the context of the data and studies conducted for the development of this gender Equality Plan.

The questions formulated in the survey and their responses were as follows:

Do you consider that in this company	Yes	No	Not sure
Is it considered equal opportunities between men and women?	3	1	3
Do men and women have the same access opportunities in the personnel selection process?	5		2
Do men and women have equal access to company-provided training?	7		
Do female and male employees have equal opportunities for promotion?	2	3	2
Do you earn less than your colleague?	2	2	3
Is work-life balance for personal and family life encouraged?	5	1	1
Do you know about the available work-life balance measures?	5	1	1
Would you know what to do or who to contact in case of experiencing sexual harassment at work?	1	5	1
Is an Equality Plan necessary?	5		2

The responses have been varied:

1.- There was unanimity in the third question regarding equality in access to training offered by FICUS, where it is believed that there is equality between women men in such training.

2.- Mostly, with 5 opinions, it is understood that: women and men have the same opportunities in personnel selection; work-life balance is equally supported; the measures for work-life balance are known; however, as already identified in the situation report, they would not know whom to contact in case of sexual harassment; finally, the existence of a gender equality plan is considered necessary.

3.- The remaining three questions in the survey have mixed results: there is a tie between those who believe there is equal opportunity between men and women and those who do not know; a slim majority of 3 to 2 think that workers do not get promoted equally; as for whether they earn less than their colleague, there is a tie at 2 3 respondents do not know.

In conclusion, the survey results show that overall opinion of the respondents is favorable to the current situation regarding equality, highlighting the absence of a gender equality plan and reporting mechanisms for sexual harassment within FICUS.

8.- Evaluation and Analysis of studies and data

With all the documentation, studies, and data that precede, we need to ask ourselves the question, "How do we measure the situation of equality in our company?". This question is posed in the document of the same title prepared by the Directorate General for Equal Opportunities of the Ministry of Health, Social Services, and Equality, and is based on a series of questions or parameters that we have extracted and simplified for this Equality Plan in its fundamental aspects.

1.- Is there any formal and written commitment by the company's management stating equality as a strategic principle for the company?

Yes, there is already a written commitment in Article 59 of the current Collective Agreement of FICUS as of May 2.022, and there is also a reference to non-discrimination in the FICUS labor recruitment manual in force since 2.019.

2.- Is there a balanced gender ratio in the company's personnel?

(Considered affirmative if neither gender represents less than 40% or more than 60%)

No, the percentage of men and women is 25/75 (see the situation report and the 2020 Pay Register), with a higher percentage of women.

3.- In the selection processes, such as tests, interviews, assessments, questionnaires, etc., is the assessment based on procedures that objectively measure a person's competencies?
Yes, each candidate is scored based on clearly defined and entirely objective criteria.

4.- Do temporary contracts in the company tend to favor men or women?
There is a similar proportion of temporary contracts between men and women in the company (40%-60%).

5.- Do permanent contracts in the company tend to favor men or women?
There is a similar proportion of temporary contracts between men and women in the company (40%-60%).

6.- Are there any professional categories where only men are employed?
Yes (Project Director; Chief Maintenance Specialist; Section Chief)

7.- Are there any professional categories where only women are employed??
Yes (Distinguished Researcher; Section Chief)

8.- Salary policy: In FICUS, is the average monthly compensation for men the same as for women?
Yes.

9.- If you sum the total value of salary supplements and incentives for employees in the company, do women and men receive the same amount
Yes.

10.- If there have been promotions in the company in the last four years, what has been their distribution?
Not applicable as there have been no promotions.

11.- The promotion process in the company is:
Open: in case of promotions, it would be communicated to the entire staff for voluntary candidacy applications.

12.- Does the company's working hours ensure work-life balance for employees?
Yes.

13.- Are there any work-life balance measures in place for employees in the company?
Yes.

14.- The number of training hours received last year, distributed by gender:

It is balanced (a 60/40 ratio) between men and women.

15.- The number of training courses conducted last year, distributed by gender:

It is balanced (a 60/40 ratio) between men and women.

16.- Has there been any training on equality in the company in the last four years?

No.

The parameters, considering the data, indicate that the level of equality in FICUS is good, given that, being a publicly funded foundation, it has operated from the beginning with the principles of legality and, therefore, equality, merit, publicity, and capacity in its labor policy.

EQUALITY PLAN

1.- Areas and objectives

In a gender Equality Plan, there are several areas where different aspects are defined, and, where applicable, improvements are identified, along with their respective objectives. The Plan outlines the planned actions to achieve these objectives, including the implementation schedule, indicators and evaluation methods, the individuals responsible for implementation and development, as well as the resources and means required for implementation.

The summary of **specific objectives in each of the areas** is as follows:

1.- Area of selection and recruitment process.

Objective 1: Ensure equal opportunities in selection and promotion processes.

2. Area of the corresponsable exercise of personal, family and work life rights.

Objective 2: Enable the personnel to work and develop their talent in the workplace in a way that is compatible with their personal development while reducing the impact of childcare or care for dependents on the professional promotion of employees.

3.- Area of continuous training.

Objective 3: Ensure equal opportunities in access to training.

4.- Salary area. Compensation.

Objective 4: Have a compensation system based on the principles of objectivity, equity, and non-discrimination.

5.- Area of female underrepresentation.

Objective 5: Facilitate women's access and professional promotion in categories where they are underrepresented.

6.- Area of prevention of sexual harassment and gender-based harassment.

Objective 6: Prevent sexual harassment and gender-based harassment behaviors.

7.- Communication area.

Objective 7: Inform the FICUS personnel about the Gender Equality Plan.

8.- Occupational health area.

Objective 8: Establish preventive tools to identify risks and adopt corrective measures with a

gender perspective.

9.- Gender-based violence area.

Objective 9: Prevent gender-based violence behaviors.

2.- Measures and actions

AREA 1.- SELECTION AND RECRUITMENT PROCESSES.		
OBJECTIVE 1		ENSURE EQUAL OPPORTUNITIES IN SELECTION AND PROMOTION PROCESSES
Measure	11	Revision of these processes with a gender perspective, eliminating any criteria in the call bases that discriminate against women.
Measure	12	Maintenance of a Blind Curriculum system in employment calls.
Measure	13	Establishment of written procedures for personnel selection that incorporate a gender perspective, ensuring objective and non-discriminatory interviews.
Measure	14	Publication of job offers based on information tailored to the characteristics of the position, requirements, and conditions.
Measure	15	Commitment to training and awareness-raising for individuals involved in the selection and promotion process regarding equal opportunities.
Measure	16	Under identical suitability conditions, preference for individuals of the underrepresented gender for access to full-time employment or indefinite contracts.
Responsible body		Executive Management. Administration
Budget-Resources		No cost. All material and human resources of the departments involved will be used for its implementation.
Implementation timeframe		Throughout the validity of the Plan.
Evaluation		Annual statistics of hirings of women and men will be prepared.
Compliance indicator		Regarding qualitative measures, verification of their implementation, and regarding quantitative measures, confirmation of gender equality in the workforce through evaluation statistics. Analysis of the number of candidates and the number of selection processes. Number and percentages, disaggregated by gender, of individuals effectively hired.

AREA 2.- CORRESPONSABLE EXERCISE OF PERSONAL, FAMILY AND WORK LIFE RIGHTS.		
OBJECTIVE 2		ENABLE THE PERSONNEL TO WORK AND DEVELOP THEIR TALENT IN THE WORKPLACE IN A WAY THAT IS COMPATIBLE WITH THEIR PERSONAL DEVELOPMENT
Measure	2.1	Implementation of measures that allow for the preferential choice of vacation periods or work shifts by individuals with family responsibilities (such as caring for minors, individuals with disabilities, or dependents).
Measure	2.2	Adoption of flexible working hours for situations related to family or personal responsibilities.
Measure	2.3	Possibility of remote work, provided that the job duties and tasks allow for it.
Measure	2.4	Use of video conferencing systems to facilitate access to and conduct of non-presential meetings.

Measure	2.5	Development of a remote work Protocol.
Measure	2.6	Information provided to all the personnel about the current reconciliation measures in place at the organization.
Measure	2.7	Information provided to all staff about any legal changes introduced in the Labor Statute and regulations governing working hours.
Measure	2.8	Promotion of shared responsibility, through awareness campaigns targeted at men to encourage them to make use of these measures.
Responsible body	Executive Management. Administration	
Budget-Resources	The cost of these measures will be determined by the expenses associated with the licenses, permits, or measures that are effectively used by the individuals who request them. All the material and human resources of the departments involved will be used for the development and communication of these measures.	
Implementation timeframe	Throughout the validity of the Plan.	
Evaluation	Annually, statistics will be compiled on the individuals who benefit from each of the measures, as well as statistics on the use of work-life balance measures broken down by gender.	
Compliance indicator	number of individuals benefiting from each measure, the number of requests, and the number of approvals. For qualitative measures, their implementation will be verified, and for quantitative measures, it will be checked that the percentage of men using corresponsibility measures increase.	

AREA 3.- CONTINUOUS TRAINING.

OBJETICVE 3	ENSURE EQUAL OPPORTUNITIES IN ACCESS TO TRAINING	
Measure	3.1	Maintenance of scientific and professional training equally for both women and men in all fields and categories.
Measure	3.2	FICUS will promote withing the Gender Equality Parity Commission a greater appreciation of plans that include training and awareness-raising actions on gender equality.
Responsible body	Executive Management. Administration and Gender Equality Parity Commission.	
Budget-Resources	All material and human resources of the departments involved will be used for its implementation. The cos of gender equality training will be charged to the Training Plan.	
Implementation timeframe	Throughout the validity of the Plan.	
Evaluation	Annual statistics on training actions will be conducted.	
Compliance indicator	Number of training actions conducted.	

AREA 4.- SALARY AREA. COMPENSATION.

OBJECTIVE 4	HAVE A COMPENSATION SYSTEM BASED ON THE PRINCIPLES OF OBJECTIVITY, EQUITY, AND NON-DISCRIMINATION.	
Measure	4.1	Continue the performance-based salary policy without discrimination based on gender.

Measure	4.2	Maintain a clear and transparent salary structure to facilitate discrimination control.
Measure	4.3	Conduct an annual salary record.
Responsible body	Executive Management. Administration.	
Budget-Resources	All materials and human resources of the departments involved will be used for its implementation.	
Implementation timeframe	Throughout the validity of the Plan.	
Evaluation	An annual salary record will be prepared.	
Compliance indicator	Results of the salary record.	

AREA 5.- AREA OF FEMALE UNDERREPRESENTATION.		
OBJECTIVE 5	FACILITATED WOMEN'S ACCESS AND PROFESSIONAL PROMOTION IN CATEGORIES WHERE THEY ARE UNDERREPRESENTED.	
Measure	5.1	Promotion will be based on equal merits and capacity in the workplace.
Responsible body	Executive Management. Administration.	
Budget-Resources	All materials and human resources of the departments involved will be used for its implementation.	
Implementation timeframe	Throughout the validity of the Plan.	
Evaluation	Annual statistics of promotions for women and men will be prepared.	
Compliance indicator	Number of selection and promotion processes including data disaggregated by gender.	

AREA 6.- PREVENTION OF SEXUAL HARASSMENT AND GENDER-BASED HARASSMENT.		
OBJECTIVE 6	PREVENT SEXUAL HARASSMENT AND GENDER-BASED HARASSMENT BEHAVIOURS.	
Measure	6.1	Drafting the protocol for the prevention and reporting of sexual and gender-based harassment.
Measure	6.2	Dissemination of the protocol for the prevention and reporting of sexual and gender-based harassment.
Measure	6.3	Establishment of channels for advice and reporting for those members of the personnel who may be victims of such behaviors.
Responsible body	Executive Management. Administration.	
Budget-Resources	All materials and human resources of the departments involved will be used for its implementation.	

Implementation timeframe	Throughout the validity of the Plan.
Evaluation	Annual statistics of incidents will be prepared.
Compliance indicator	Annually an annual report on the incidents that may occur in this regard will be prepared. Additionally, a report will be prepared on the number of training sessions regarding this measure and information provided to the personnel.

AREA 7.- COMMUNICATION.		
OBJECTIVE 7		INFORM FICUS PERSONNEL ABOUT THE GENDER EQUALITY PLAN.
Measure	7.1	Providing information to the personnel about the Equality Plan.
Measure	7.2	Providing information to the personnel about legislative and other relevant information in the field of equality.
Measure	7.3	Publishing the Equality Plan and any legislative or other relevant information on FICUS website.
Responsible body		Executive Management. Administration.
Budget-Resources		All materials and human resources of the departments involved will be used for its implementation.
Implementation timeframe		Throughout the validity of the Plan.
Evaluation		Annual.
Compliance indicator		Review of the information, communications, publications and studies conducted will be carried out.

AREA 8.- OCCUPATIONAL HEALTH.		
OBJECTIVE 8		ESTABLISH PREVENTIVE TOOLS TO IDENTIFY RISKS AND ADOPT CORRECTIVE MEASURES WITH A GENDER PERSPECTIVE.
Measure	8.1	Conducting, where applicable, a study on occupational health and safety risks in positions predominantly occupied by women in the company.
Measure	8.2	Developing a protocol for occupational health and safety for pregnant workers.
Measure	8.3	Promoting continuous improvement measures to promote and protect health, safety, and well-being of the personnel.
Responsible body		Executive Management. Administration.
Budget-Resources		The drafting of the protocols will be entrusted to the Occupational Prevention Risk Service.
Implementation timeframe		Throughout the validity of the Plan.
Evaluation		Annual.

Compliance indicator	Protocols will be reviewed and verified.
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AREA 9.- GENDER-BASED VIOLENCE		
OBJECTIVE 9	PREVENT GENDER-BASED VIOLENCE BEHAVIOURS.	
Measure	9.1	Implementation of the protocol for the prevention and reporting of gender-based violence.
Measure	9.2	Dissemination of the protocol for the prevention and reporting of gender-based violence at FICUS.
Responsible body	Executive Management. Administration.	
Budget-Resources	No cost. The drafting of protocols will be entrusted to the Occupational Prevention Risk Service.	
Implementation timeframe	Throughout the validity of the Plan.	
Evaluation	Annual.	
Compliance indicator	Protocols and reports will be reviewed and verified.	

MONITORING, EVALUATIONS AND REVISION

According to sections i), j), and k) of Article 8 of Royal Decree 901/2020, dated October 13, the Gender Equality Parity Committee of FICUS will be responsible for monitoring and evaluating the Equality Plan. It will hold regular meetings, once every six months, to review the scope and implementation of the measures and actions outlined in the Equality Plan.

The monitoring process will provide insights into the Plan's progress and the effectiveness of the proposed measures. Therefore, it is determined that monitoring will be conducted concurrently with the Plan's executions, in a systematic and rigorous manner.

Annual evaluations will be carried out.

The annual evaluation will allow for adjusting timelines and revising priorities based on available resources and detected needs since the Plan is a dynamic element designed to reflect the real-time situation of FICUS and adapt it to the circumstances that it requires.

If modifications to the Plan are deemed necessary during its validity, it will be the Commission that, through agreement, proceeds to draft those modifications.

To address any potential discrepancies that may arise in the application, monitoring, evaluation, or review, the Commission will resort to autonomous labor conflict resolution bodies.

MODIFICATIONS CHART

Edit/Rev.	Date	Changes made
1	01/01/2022	First edition.
1b	13/11/2023	Translation into English.

ANEXXES

- 1.- Minute of the Establishment of the Gender Equality Parity Commission
- 2.- Operating Regulations of the Gender Equality Parity Commission
- 3.- Report on the Situation of Equality Matters in FICUS
- 4.- Salary Record
- 5.- Salary Audit
- 6.- Job Position Evaluation

The mentioned annexes of this Equality Plan will not be available on the website, except by legal imperative, as they contain sensitive information, and this decision was made by the FICUS management.