**DR ANDRIJA ŠTAMPAR**

**TEACHING INSTITUTE OF PUBLIC HEALTH**

**GENDER EQUALITY PLAN FOR THE 2024–2028 PERIOD**

**GENDER EQUALITY PLAN (GEP)**

November 2024

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Pursuant to Article 11 Section 1 of the Gender Equality Act (Official Gazette ‘Narodne Novine’, issues 82/08, 69/17), Article 25 of the Statute, and the proposal of the Director, the Management Board has adopted the Gender Equality Plan for the period 2024–2028 at its 54th session held on 27 November 2024 (hereinafter referred to as: Plan).

# Introduction

Gender equality is one of fundamental principles of the European Union acquis. Gender equality is also one of core values of the constitutional order of the Republic of Croatia, designed to prevent gender-based discrimination and promote equal opportunities for both women and men. Gender equality involves ensuring that women and men are equally represented in all areas of public and private life, have the same status, equal opportunities to exercise all rights, and equal benefits from the results achieved. The general goal and integral part of European and national policies and programmes is to ensure equal opportunities for both genders and to eradicate gender-based discrimination.

The DR ANDRIJA ŠTAMPAR TEACHING INSTITUTE OF PUBLIC HEALTH (hereinafter referred to as: Institute) has recognised the importance of implementing the principle of gender equality and ensuring equal representation of both genders in work and activities. This is particularly crucial as social, political, economic and cultural disparities still exist, highlighting the need to promote an equal society and to promote the right to gender equality. The purpose of adopting this Plan is to strengthen the culture of gender equality in the Institute for the upcoming period. This includes raising awareness among employees about the importance of equal participation of women and men in the work environment, as well as ensuring zero gender discrimination.

In order to achieve set goals, the Plan also includes measures and activities that the Institute will implement according to its capabilities and capacities.

The words and terms used in this Plan that have a gender-specific meaning apply equally to both male and female gender.

# Legal framework for Plan adoption

The European Union guarantees, promotes and safeguards gender equality at the level of its primary law of its founding treaties, the Charter of Fundamental Rights of the European Union, through general legal principles and the case-law of the Court of Justice of the European Union, and at a secondary level through numerous directives on equality between women and men, including:

* Directive 2006/54/EC on the implementation of the principle of equal opportunities and equal treatment of men and women in matters of employment and occupation (recast);
* Directive 2004/113/EC on implementing the principle of equal treatment between men and women in the access to and supply of goods and services;
* Directive 96/34/EC on the framework agreement on parental leave;
* Directive 92/85/EEC on the introduction of measures to encourage improvements in the safety and health at work of pregnant workers and workers who have recently given birth or are breastfeeding;
* Directive 86/613/EEC on the application of the principle of equal treatment between men and women engaged in an activity, including agriculture, in a self-employed capacity, and on the protection of self-employed women during pregnancy and motherhood;
* Directive 2019/1158 on work-life balance for parents and carers;
* Directive 79/7/EEC on the progressive implementation of the principle of equal treatment for men and women in matters of social security;
* Directive 2000/43/EC implementing the principle of equal treatment between persons irrespective of racial or ethnic origin;
* Directive 2000/78/EC establishing a general framework for equal treatment in employment and occupation

The constitutional framework for the development of this Plan is the Constitution of the Republic of Croatia, which defines gender equality as the highest value of the constitutional order of the Republic of Croatia and the foundation for interpreting the Constitution. The Constitution prohibits gender-based discrimination.

The key regulations in the national legal framework for promoting gender equality are the Anti-Discrimination Act (Official Gazette ‘Narodne Novine’ 85/08, 112/12) and the Gender Equality Act (Official Gazette ‘Narodne Novine’, issues 82/08, 69/17). Being a fundamental principle, gender equality is also guaranteed through the provisions of various national laws, such as Labour Act (Official Gazette ‘Narodne Novine’ issues 93/14, 127/17, 98/19, 151/22, 46/23, 64/23), Criminal Code (Official Gazette ‘Narodne Novine’ issues 125/11, 144/12, 56/15, 61/15, 101/17, 118/18, 126/19, 84/21, 114/22, 114/23, 36/24), Family Act (Official Gazette ‘Narodne Novine’ issues 103/15, 98/19, 47/20, 49/23, 156/23), Act on Wages of Public and Civil Servants, Act on Maternity and Parental Benefits (Official Gazette ‘Narodne Novine’ issue 152/22), Same-Sex Life Partnership Act (Official Gazette ‘Narodne Novine’ issues 92/14, 98/19), Act on Scientific Activity and Higher Education (Official Gazette ‘Narodne Novine’ issue 119/22), Basic Collective Agreement for Civil Servants and Employees in Public Services, and Collective Agreement for Healthcare and Health Insurance Sectors.

Additional documents and guidelines that serve as a basis for the Plan include the European Commission's Gender Equality Strategy 2020–2025, Horizon Europe Guidance on Gender Equality Plans (GEPs), of the Commission’ Directorate-General for Research and Innovation, and the National Development Strategy 2030 of the Republic of Croatia.

The following bylaws of the Institute also serve as a foundation for adopting the Plan: Statute, Employment Bylaws, and Organisational Bylaws.

Gender-specific terms used in the Institute’s general and individual documents, as well as other operating documentation, are used in a neutral manner and apply equally to both male and female gender.

# 3. ANDRIJA ŠTAMPAR TEACHING INSTITUTE OF PUBLIC HEALTH – identified conditions

The Institute is a healthcare institution established to carry out public health activities in the regional self-government unit of the City of Zagreb. The core activities of county public health institutes are defined by the provisions of the Health Care Act (Official Gazette ‘Narodne Novine’ issues 100/18, 125/19, 147/20, 119/22, 156/22, 33/23, 36/24).

Public health institutes of regional self-government units are healthcare institutions that carry out professional and healthcare activities in accordance with the rights and obligations of regional self-government units in the field of public health.

Institutes that provide education in public health, or serve as a base for higher education institutions in healthcare, are entitled to include the words ‘Teaching Institute of Public Health‘ in their name.

The activities of the Institute are defined by the Health Care Act, special regulations and the Statute.

The following data were determined on 1 November 2024:

* The Institute employs 427 employees, with 339 being women and 88 being men:

|  |  |  |
| --- | --- | --- |
|  | **Quantity** | **%** |
| M  | 88 | 20.61% |
| F | 339 | 79.39% |
| **Total** | **427** | **100.00%** |

* Given the type of employment, 380 employees are employed for an indefinite period, with 301 being women and 79 being men. The Institute employs 47 employees for a definite period of time or as substitutes, with 38 of them being women and 9 being men:

|  |  |  |
| --- | --- | --- |
|  | **Quantity** | **%** |
| **indefinite period** | **380** | **88.99%** |
| M | 79 | 18.50% |
| F | 301 | 70.49% |
| **definite period** | **47** | **11.01%** |
| M | 9 | 2.11% |
| F | 38 | 8.90% |
| **Total** | **427** | **100.00%** |

* A total of 11 employees are currently doing their residency at the Institute, with 9 being women and 2 being men:

|  |  |  |
| --- | --- | --- |
|  | **Quantity** | **%** |
| M | 2 | 18.12% |
| F | 9 | 81.82% |
| **Total** | **11** | **100.00%** |

* The total number of healthcare workers and associates is 277, of which 226 being women and 51 being men. The Institute employs 150 non-healthcare employees, with 113 being women and 37 being men:

|  |  |  |
| --- | --- | --- |
|  | **Quantity** | **%** |
| **Non-healthcare** | **150** | **35.13%** |
| M | 37 | 8.67% |
| F | 113 | 26.46% |
| **Healthcare** | **277** | **64.87%** |
| M | 51 | 11.94% |
| F | 226 | 52.93% |
| **Total** | **427** | **100.00%** |

* In terms of qualifications,
* there is a total of 209 employees with graduate and postgraduate degrees, of whom 173 are women and 36 are men. Ten employees have a master’s degree, 9 of whom are women and 1 is a man, while 42 employees hold a PhD, with 33 being women and 9 being men:

|  |  |  |
| --- | --- | --- |
|  | **Quantity** | **%** |
| **M** | **36** | **17.22%** |
| University graduates | 25 | 11.96% |
| University specialist study | 1 | 0.48% |
| Master of Sciences | 1 | 0.48% |
| PhD  | 9 | 4.31% |
| **F** | **173** | **82.78%** |
| University graduates | 126 | 60.29% |
| University specialist study | 5 | 2.39% |
| Master of Sciences | 9 | 4.31% |
| PhD | 33 | 15.79% |
| **Total** | **209** | **100.00%** |

* There are 87 employees with a university graduate degree, 73 of whom are women and 14 are men:

|  |  |  |
| --- | --- | --- |
|  | **Quantity** | **%** |
| M | 14 | 16.09% |
| F | 73 | 83.91% |
| **Total** | **87** | **100.00%** |

* The total number of employees with intermediate education is 116, with 81 being women and 35 being men:

|  |  |  |
| --- | --- | --- |
|  | **Quantity** | **%** |
| M | 35 | 30.17% |
| F | 81 | 69.83% |
| **Total** | **116** | **100.00%** |

* There are 12 employees with vocational education, 11 of whom are women and 1 man.

|  |  |  |
| --- | --- | --- |
|  | **Quantity** | **%** |
| M | 1 | 8.33% |
| F | 11 | 91.67% |
| **Total** | **12** | **100.00%** |

* Two employees completed vocational education of 1-3 years, of whom 1 is a woman and 1 is a man:

|  |  |  |
| --- | --- | --- |
|  | **Quantity** | **%** |
| M | 1 | 50.00% |
| F | 1 | 50.00% |
| **Total** | **2** | **100.00%** |

* The Institute is managed by a Management Board consisting of 7 members, 5 of which are women and 2 are men: The chairperson of the Management Board is a woman.
* The Director organises and oversees the Institute's operations, represents the Institute, and is responsible for ensuring the legality of the Institute's work. He has one deputy, who is also a man.

The Expert Council performs the tasks defined by the Statute.

* An expert collegium is responsible for overseeing professional matters. In departments with over 50 employees, the collegium is established with 5 members (a president and 4 members), while in departments with fewer than 50 employees, the collegium consists of 3 members (president and two members). The composition of an expert collegium depends on the representation of candidates who, under to the Statute, must have completed undergraduate and graduate university studies or integrated undergraduate and graduate university studies in healthcare. They are elected directly by the employees of each department that performs health care activities.
* The Ethics Committee is a body that ensures the Institute's activities are carried out in accordance with the principles of medical ethics and deontology. It consists of 5 members, 3 of whom are women and 2 are men.
* The Commission for Medicinal Products is a body that ensures the implementation of all activities related to the use of medicinal products and medical devices at the Institute. It consists of 5 members, all of whom are women.
* The Commission for Quality is a body ensuring healthcare quality control and the enforcement of regulations in the field of healthcare quality. It consists of 7 members, all of whom are women.

The data above indicate that there is no gender-based discrimination at the Institute.

The underrepresentation of men in management positions can be seen when considering the total number of employees at the Institute. This underrepresentation is evident in all employee breakdowns, but it is primarily due to the selection of professions and the availability of labour in the market.

# 4. Internal mechanisms at the DR ANDRIJA ŠTAMPAR TEACHING INSTITUTE OF PUBLIC HEALTH for ensuring gender equality

The Gender Equality Act requires legal entities to implement measures and plans to promote and establish gender equality. They are free to define their own goals and methods for monitoring the implementation of gender equality.

The Institute’s statute defines the bodies authorized to make decisions regarding rights, obligations, interests and the institution’s activity policy. These bodies are the Director and the Management Board.

The Institute hires employees in accordance with the provisions of the applicable Labour Act. Employees are assigned to positions through employment contracts that adhere to the Employment Bylaws, the Regulation on Classification of Positions, as well as the Regulation on Position Names, Position Requirements and Coefficients for Calculation of Salaries in Public Services. Any form of direct or indirect gender discrimination in the selecting of candidates is prohibited in employment procedures. Public tenders are conducted in accordance with the legal regulatory framework and the candidates who achieve the best results are selected. This ensures in an unambiguous manner the possibility of employment for people of both genders.

Maternity and parental leaves are available to both men and women, as defined by the provisions of the Maternity and Parental Benefits Act. Promotions, exercise of employment rights and salary payments are carried out transparently and in accordance with the provisions of relevant regulations ensuring gender equality.

The Institute applies laws that enable employees of both genders to maintain a healthy work-life balance.

# 5. Short-term and long-term goals for ensuring gender equality and activities needed to achieve them

This Plan aims to achieve the following goals in the forthcoming period:

1. Short-term goal: Strengthening the existing framework for promoting and ensuring gender equality

Activities:

* Plan adoption and its publication on the Institute's website
* Implementation of training on promoting gender equality, preventing discrimination, harassment and sexual harassment

Responsibility: Institute’s management

Target group: all employees

Deadline: December 2024

1. Long-term goal: To ensure that the Institute is a place of zero tolerance for sexual harassment and discrimination

Activities:

* Intensifying the transfer of good practices
* Offering psychological support to victims of sexual harassment
* Promoting educational materials on combating gender-based violence

Responsibility: Institute's management

Target group: all employees

Deadline: continuous

1. Long-term goal: To maintain and further improve gender equality in exercising substantive rights related to parenting

Activities:

* Informing employees about the possibilities, conditions and procedures for exercising rights related to parenting with the aim of ensuring a work-life balance
* Informing employees about their substantive rights

Responsibility: Human Resources Department

Target group: all employees

Deadline: continuous and at the request of interested employees

1. Long-term goal: To monitor, analyse and report on the status of gender equality

Activities:

* Monitoring and analysing the status of gender equality in the Institute
* Preparing and submitting annual reports on the employee structure by gender and the exercise of both genders’ rights related to parenthood within the annual report to the owner and founder

Responsibility: Institute's management

Target group: owner and founder, and the public

Deadline: annually, for the previous calendar year

1. Long-term goal: To define targeted measures that take into account the balanced representation of women and men

Activity:

* When selecting a candidate in accordance with the legal framework, for employment under equal conditions, to give preference to the underrepresented gender

Responsibility: Institute's Management and Department for Human Resources and Legal Affairs

Target group: new employees

Deadline: continuous

1. Long-term goal: To cooperate with all relevant stakeholders who promote gender rights and dignity, and following the good practices of other institutions in the Republic of Croatia and abroad

 Activities:

* In accordance with Article 134 Section 2 of the Labour Act, the Institute appoints confidential counsellors who are authorised and required to receive and resolve complaints related to the protection of employee's dignity, collaborate with all relevant stakeholders to promote gender rights and dignity, as well as provide advisory support to employees who need to utilise mechanisms provided by national legislation or internal bylaws;
* To set up an additional e-mail address for the Institute’s confidential counsellors, meant for the Institute's employees to contact the confidential counsellor

Responsibility: Institute’s management

Target group: all employees

Deadline: continuous

1. Long-term goal: To incorporate gender aspect into research and teaching materials

Activities:

* Incorporating gender aspect into the research content proposed and conducted by the Institute, given that sex and gender could impact all phases of research and innovation, from establishing a theoretical foundation to formulating research questions, selecting research methods, and interpreting data
* Inclusion of gender aspect in teaching content

Responsibility: researchers and teachers of the Institute

Target group: all employees and the general public

Deadline: continuous

# 6. Monitoring

All organisational and management structures of the Institute, including the highest levels, will be diligently and permanently involved in considering gender policies and their impact on the overall strategy, and will in those terms ensure the necessary human and material (financial) resources. Commitment to equality, equal opportunities and combating gender discrimination will be given priority. The subject of monitoring will be any issues and potentials arising in terms of gender equality, as well as priorities for intervention, so that the Institute can direct its capacities towards achieving this goal. It will be monitored whether, and to what extent, the planned results from the previous year were actually achieved. Also monitored will be the measuring of achieved progress - the success in implementing the principles of equality and equal opportunities.

# 7. Conclusion

The Gender Equality Plan for the 2024–2028 period is a document adopted with the aim of eliminating all forms of gender discrimination and ensuring the continuation of consistent action in the sphere of gender equality. It is also aimed at additional activities that strive to make the Institute a place of zero tolerance for gender discrimination. It is the institution's obligation to continuously work on improving gender equality and promoting a culture of equality.

President of the Management Board:

 Prof. dr. sc. Dagmar Radin

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Zagreb, 27 November 2024