

<b>SCIENTIFIC VETERINARY INSTITUTE „NOVI SAD“</b>	<b>GENDER EQUALITY PLAN For 2023.</b>	<b>Date: 04.10.2023</b>
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This document was approved by the management, the Scientific Council and the Board of Directors of the Scientific Veterinary Institute "Novi Sad" on 04.10.2023.

## INTRODUCTION

As part of the Horizon Europe program, an obligation was presented from 2022, and refers to the obligation of all public institutions, research organizations and higher education institutions participating in this program, to prepare and adopt a Gender Equality Plan (hereinafter: GEP ), as well as according to the Law on Gender Equality SGRS 52/2021. The aim of this document is to establish a sustainable institutional change and it is one of the measures adopted by the European Commission in order to eliminate gender inequality in research and innovation systems. Achieving a sustainable gender-equal environment requires continuous efforts towards the realization of key principles and principles of gender equality. When planning and implementing measures and activities within the GEP, it is important not to identify gender equality only with women or gender analysis with analyzes that are exclusively focused on women. Understanding the relationship, distribution of power and differentiated roles of women and men is key to understanding gender equality. Respect for all stakeholders involved in this process is important. The principle of gender equality and non-discrimination is one of the basic principles of human rights. With the aim of continuously providing equal opportunities, rights and obligations to all employees, then with the aim of preventing sexual harassment and creating sustainable conditions that enable the combination of business and private life, Scientific Veterinary Institute "Novi Sad" (hereinafter NIVNS) developed the GEP.

Scientific Veterinary Institute "Novi Sad" is one of the leading scientific research institution in the field of veterinary sciences and biotechnology in Serbia. NIVNS is the legal successor of the Veterinary Bacteriological Institute in Novi Sad, which was founded by the National Assembly of AP Vojvodina on February 28, 1950, by resolution number 1715/50. After several changes, in the form in which it exists today, NIVNS was, by the decision of the Government of the Republic of Serbia 05 number 612-4534/44 from 07.12.1994, separated from the Faculty of Agriculture in Novi Sad and continues to exist under the name Scientific Institute of Veterinary Medicine "Novi Sad", as it is called today. NIVNS is a public specialist institution, owned by the state, registered as a scientific research institution in the register of the Ministry of Science, Technological Development and Innovation of the Republic of Serbia, as well as in the register of veterinary institutions in the Ministry of Agriculture, Forestry and Water Management and the Veterinary Directorate of Republic of Serbia. NIVNS is an accredited state laboratory with an epizootiology service that is in the system of the veterinary service of the Republic of Serbia, in charge of monitoring, diagnosis, control, prevention and eradication of animal diseases, distribution of immunoprophylactic agents, food monitoring and food safety and control of medicaments. NIVNS consists of two Departments: the Department of Epizootiology, Clinical Diagnostics and Laboratory Tests (consisting of 5 departments), the Department of Food Safety, Toxicology and Drug Testing (consisting of 4 departments) and four services (Reception of Materials, Finance and Accounting, Legal service and waste management service).

The goal of the GEP is to ensure equal opportunities and treatment for all employees of NIVNS, regardless of their gender, in relation to employment rights and on the basis of the work performed, also in relation to the performance of scientific and research activities, during selection in scientific and research professions, in the procedures of application for project calls and participation in the implementation of domestic and international projects, professional training, participation in domestic and



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international conferences, etc. By adopting the GEP, NIVNS defines long-term goals and policies that are in accordance with the general acts of NIVNS: Statute, Rulebook on internal organization, systematization of jobs and workplaces, Collective agreement and Rulebook on rules of behavior of employers and employees related to prevention and protection against abuse at work.

## 2. TERMS AND DEFINITIONS

According to the Law on Gender Equality (Official Gazette RS 52/2021), the following terms and definitions are defined:

- 1) **gender** means socially determined roles, opportunities, behaviors, activities and attributes, which a certain society considers appropriate for women and men, including the mutual relations between men and women and the roles in those relations that are socially determined depending on gender;
- 2) **sensitive social groups** are rural women, victims of violence, as well as groups of persons who are, due to their social origin, nationality, property status, gender, gender identity, sexual orientation, age, mental and/or physical disability, living in an underdeveloped area or for another reason or characteristic they are in an unequal position;
- 3) **sex** is a biological characteristic on the basis of which people are determined as women or men;
- 4) **equal opportunities** imply equal exercise of the rights and freedoms of women and men, their equal treatment and equal participation in political, economic, cultural and other areas of social life and in all phases of planning, preparation, making and implementing decisions and equal use of their results, without the existence of gender restrictions and gender discrimination;
- 5) **discrimination** against a person based on two or more personal characteristics, regardless of whether the influence of certain personal characteristics can be delineated (multiple discrimination) or not (intersex discrimination);
- 6) **gender perspective** refers to taking into account gender differences, gender differences and different interests, needs and priorities of women and men and their inclusion in all stages of planning, preparation, adoption and implementation of public policies, regulations, measures and activities;
- 7) **gender analysis** is an assessment of the impact of the consequences of each planned activity, including legislation, measures and activities, public policies and programs, on women and men and gender equality in all areas and at all levels;
- 8) **gender mainstreaming** means achieving and improving gender equality through the inclusion of a gender perspective in all public policies, plans and practices;
- 9) **a balanced representation** of the sexes exists when the representation of one of the sexes is between 40-50% in relation to the other sex, and a significantly unbalanced representation of the sexes exists when the representation of one sex is lower than 40% in relation to the other sex, unless a special law it turns out differently;
- 10) **gender-based violence** is any form of physical, sexual, psychological, economic and social violence that is perpetrated against a person or groups of persons due to belonging to a certain sex or gender, as well as the threat of such acts, regardless of whether they occur in public or private life, as well as any form of violence that affects persons belonging to a certain gender to a greater extent;
- 11) **violence against women** means a violation of human rights and a form of discrimination against women and all acts of gender-based violence that lead or can lead to: physical, sexual, psychological, i.e., financial injury or suffering for women, including threats of such acts, coercion or arbitrary deprivation of liberty, either in public or in private life;



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**12) domestic violence** means any act of physical, sexual, psychological, or economic violence that occurs within the family or household, or between former or current spouses or partners, regardless of whether the perpetrator shares or has shared the same place of residence with the victim;

**13) Harassment** is any unwanted behavior that has the aim or consequence of violating the dignity of a person or a group of persons based on sex, that is, gender, especially if it creates fear or a hostile, intimidating, humiliating and offensive environment;

**14) incitement to discrimination** based on sex or gender, is giving instructions on how to undertake discriminatory actions and leading to discrimination based on sex or gender, in another similar way;

**15) sexual harassment** is any unwanted verbal, non-verbal or physical act of a sexual nature that has as its goal or consequence the violation of personal dignity, especially if it creates fear, a hostile, intimidating, humiliating or offensive environment;

**16) sexual blackmail** is any behavior of a person who, with the intention of doing or not doing an act of a sexual nature, blackmails another that in case of refusal to provide the requested against him or a person close to him, he will say something that can harm his or her honor or reputation;

**17) gender-sensitive language** is a language that promotes the equality of women and men and a means of influencing the awareness of those who use that language in the direction of achieving equality, including changes in opinions, attitudes and behavior within the language they use in their personal and professional lives ;

**18) public authority bodies** are state bodies, bodies of autonomous provinces and local government units, as well as public companies, institutions, public agencies and other organizations and persons entrusted by the law with individual public powers, as well as a legal entity that is founded or financed as a whole, that is, in the majority of the Republic of Serbia, an autonomous province or a unit of local government;

**19) Employer** is a domestic or foreign legal entity and person in the public and private sector, which employs one or more persons, or a person who exercises the rights and duties of an employer in the name of the Republic of Serbia, an autonomous province body or a local government unit of Serbia, autonomous provinces, that is, local government units;

**20) Association** is a voluntary and non-governmental non-profit organization based on the freedom of association of several natural or legal persons, established for the purpose of monitoring, achieving and promoting a certain common or general goal and interest, which are not prohibited by the Constitution or the law, entered in the register of the competent authority, in accordance with by law;

**21) social partners** are the Government, the competent authority of the autonomous province, the competent authority of the local government unit, representative trade unions, representative associations of employers, employers, with the exception of entities that appear as social partners on other grounds, producers and sellers of goods and service providers, public companies and public services;

**22) salary** represents monetary compensation for work performed. The right to salary is the basic and inalienable right of employees from employment. Salary means compensation for equal work, that is, work of equal value with the application of the principle of equality and equal treatment of employees, regardless of sex or gender;

**23) unpaid housework** is work for which no monetary compensation is obtained, and includes running a household, taking care of children, elderly and sick family members, work on an agricultural estate, as well as other similar unpaid work;

**24) gender stereotypes** are traditionally formed and rooted ideas according to which women and men are arbitrarily assigned characteristics and roles that determine and limit their opportunities and position in society;



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**25) bodies for gender equality** are temporary bodies of autonomous province authorities and local government units that are formed in order to implement the measures provided for in this law and public policy documents for the purpose of promoting gender equality.

The Law on Gender Equality in Article 37, which refers to science and technological development, emphasizes in paragraph 8) the adoption and implementation of special measures in the field of scientific research that are financed from public funds in order to include a gender perspective in all stages of preparation, evaluation, selection, implementation and evaluation of the results of scientific research projects, as well as equal participation of women and men in research teams and bodies responsible for evaluation, selection and evaluation of scientific research projects.

The Gender Equality Plan (GEP) is a formal document that presents gender activities in a systematic way, starting from zero status in the organization. To prepare this final document, it is necessary to plan goals and measures, discuss and negotiate within NIVNS, which is why the GEP process is subject to constant changes and development. In order to be a scientific institution qualified for Horizon Europe projects and other projects financed by EU, NIVNS is obliged to have the GEP, as stated by the European Commission in its Horizon Europe Guides on Gender Equality Plans. Underrepresentation of females (or males) in research leads to bias in knowledge that can have consequences. For example, some drugs have been withdrawn from the market because of their bad effects on women more than men and it costs millions of dollars, not to mention the lives that were put at risk when the drug was released. Even in disciplines where it is not so obvious, as in physics, for example, the dose to treat cancer is different for different sexes, and this was not taken into account before. For this reason, when planning research, all parts of the research must have a gender dimension in the research cycle - topic/problem identification, study design and methodology, data collection, analysis of results and dissemination of results. Also for example, when researching some fish species, males react to temperature changes in the ecosystem much more than females, and females react much more to changes in the chemical composition of water. This means that the change in one of these two components leads to the disappearance of one sex, which in the long run leads to the extinction of the species. But if you study the change in only one sex, this information would be missed. Today, of the total research on the sea and marine organisms, only 3-7% of studies include sex/gender. An example is also the research on the temperature considered ideal for working in offices, which was published at one time in the leading journal "Nature", however, the study was conducted exclusively on "average men". Also in the Journal of the American Medical Association, a study on the effectiveness of masks against Covid was published, which was also done only on male participants and that was of medium size. Today, it is often thought that research now only applies to women. This is probably so, because women were until recently left out of most research during the previous period and now the focus is on them. People's ideas about the characteristics of "masculinity" and "femininity" shape opinions about important topics such as climate change, pandemics or economic crises. For example, statistically, men are more likely to deny climate change, while women emphasize it (Misogyny, authoritarianism, and climate change, by Nitasha Kaul, Tom Buchanan, 2023).

**The Gender Equality Plan at NIVNS deals with gender equality and the implementation of the Plan to create a better environment for all employees. The ultimate goal is equal participation and representation of women and men in science.**

In order to comply with the eligibility criteria for applying to Horizon Europe projects, the GEP must meet four mandatory requirements:



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**1. Public document:** GEP must be a formal document published on NIVNS website, signed by the director and an active document of the Institute. This document is proof of NIVNS commitment to gender equality, which sets clear goals and activities/measures to achieve them.

**2. Dedicated resources:** The GEP must be supported by dedicated resources from NIVNS and expertise in the field of gender equality, in order to be implemented. NIVNS should consider what type and extent of resources are needed to support the ongoing process of organizational change.

**3. Data collection and monitoring:** in NIVNS, data disaggregated by sex/gender must be collected among staff with annual reporting based on monitored indicators. NIVNS is considering how to select the most relevant indicators, how to collect and analyze data, including the resources to do so and should ensure that data is published and monitored annually. These data should provide information on the current state and goals of the GEP, as well as indicators of progress.

**4. Awareness-raising training:** The GEP must include awareness-raising activities and staff training on gender equality. These activities should involve all NIVNS employees, be an evidence-based, ongoing and long-term process. Activities should cover unconscious gender bias training for staff and management. Training can include both communication and gender equality training that focuses on specific topics or addresses specific groups. In addition to raising awareness about gender inequality and equality, NIVNS should also provide training on gender incompetence that deals with gender bias.

In addition to the above four mandatory requirements, there are five recommended areas that NIVNS should consider in the GEP:

- 1. Balance between business and private life and organizational culture;**
- 2. Gender balance in leadership and decision-making;**
- 3. Gender equality in employment and career advancement;**
- 4. Integration of the gender dimension in research and teaching content;**
- 5. Measures against gender-based violence, including sexual harassment;**

Before planning any measures, NIVNS needs to know the current situation regarding gender equality and which areas should be focused on. This initial assessment of the zero status of gender equality includes a statistical analysis of sex-disaggregated data, additional surveys to better understand the situation, a documentary analysis of national legal documents and a review of NIVNS data from strategic and operational documents. In order for NIVNS researchers to be able to apply for calls for Horizon Europe projects, it is mandatory for the organization to collect and publish disaggregated data by staff gender and to perform annual reporting based on agreed indicators. Therefore, NIVNS will conduct regular monitoring and evaluation of GEP on an annual basis. Every year, a new work plan is adopted, which should include a gender component.

The GEP of NIVNS was created in accordance with the needs of NIVNS and represents the basis for future activities and plans for a sustainable gender-sensitive and equal system. This document shows the commitment of NIVNS to the principles of gender equality, setting clear goals with activities and measures.

In accordance with the stated obligation, and also according to the requirement of the Law on Gender Equality, GEP in NIVNS includes:

- **Provided resources for the development, implementation and monitoring of the GEP** - with the appointment of a person in charge of the GEP and adequate time dedicated to dealing with the issue of gender equality and the development of a Risk Management Plan for the violation of the principle of gender equality, which is a legal obligation.



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• **Data collection and monitoring activities based on employee gender data** - These data include targets, annual reports and evaluation based on indicators;

• **Training for building the capacity of employees on the topic of gender equality** in order to eliminate gender stereotypes and bias.

The gender equality plan begins with an initial evaluation, an assessment of the initial state (zero status) according to the areas that are important for the work of the NIVNS. A way of monitoring and evaluating non-compliance must also be planned, in order to assess the impact of the GEP. The strategy can be based on the theory of change, which predicts how the planned measures from the GEP will contribute to the change in the NIVNS. It is not enough just to collect the data of the initial state, but this data must also be analyzed, from which the necessary activities arise later, based on perceived weaknesses or strengths. Gender-sensitive and gender-specific indicators can be quantitative (number, percentage, etc.) or qualitative (experiences, opinions, attitudes, behaviors and feelings). Quantitative indicators provide statistical evidence of change, however, qualitative indicators provide insight into the quality of change and understanding why certain changes have occurred. The best way to assess the status of gender equality in the NIVNS is to combine the use of quantitative and qualitative indicators.

Factors of success or implementation of the gender equality plan, should contribute to the following:

- **Awareness raising and capacity building**
- **Support of top management in the implementation of planned activities**
- **Involvement of interested parties**
- **Connecting to external networks**

To highlight the importance of gender sensitivity, the eligibility criteria for the Horizon Europe program require that the GEP includes measures to raise awareness and training on gender equality and unconscious gender bias for staff and management. All staff and management have a role to play in identifying unconscious gender biases that put women at a disadvantage, and in implementing an inclusive approach. The European Commission is funding a Center of Excellence for Inclusive Gender Equality in Research and Innovation, which will also be responsible for capacity building activities. In order to achieve gender awareness, change has to happen, and the change usually has to be structural.

Changes include the following areas:

- **Gender balance in leadership and decision-making**
- **Gender equality in employment and career advancement**
- **Integration of the sex/gender dimension in scientific research work**
- **Measures against gender-based violence, including sexual harassment**
- **Good balance between business and private life and organizations**

Common steps in one cycle of the Gender Equality Plan include the following stages:

- **Audit phase:** Elements of this phase should include the collection of gender-disaggregated data and review of practices to identify gender inequalities and their causes. The review phase should also include a review of relevant national and regional laws, regulations or funding requirements.

- **Planning phase:** During this phase, the organization will set the objectives of the Gender Equality Plan together with a map of actions and measures. This phase also includes the allocation of resources and responsibilities for the development and monitoring of the gender equality plan and agreeing on timelines for implementation.





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- **The implementation phase** in which activities are carried out, including, for example, the establishment of working groups to develop and implement new policies and procedures. This phase should include awareness raising and training to achieve buy-in and build capacity and support for GEP throughout the organization, as well as to give GEP internal and external visibility.

- **The monitoring and evaluation phase** in which the fulfillment of the plan and the progress in relation to its goals are regularly assessed. Ongoing review of results and progress will also provide space for learning and feedback to enable adjustments and improvements from interventions.

## ANALYSIS

In order to prepare the GEP, an initial analysis of the current state of gender equality in NIVNS was carried out. This analysis includes the analysis of human resources in the Institute, management positions, the structure of employees according to the level of professional education, the structure of the employees of the scientific research staff according to the acquired scientific research title, etc.

For the purposes of the Gender Equality Plan, the data collected and analyzed are:

1. Available data from annual reports (from the Annual Report on Scientific and Research Work of NIVNS for 2022).
2. Data collected after research on gender equality through an employee survey
3. Analysis of internal documents

### 1. Available data from annual reports

By analyzing the data collected from activities during 2022, the following results were obtained from the Annual Report of Scientific and Research Work of NIVNS for 2022:

- Of the total number of employees, which is 83, women are 53% and 47% are men
- The top management consists of 3 women and 5 men
- The entire management, together with the deputies, consists of 13 women and 10 men
- There are 2 women and 3 men in the Management Board of the institute
- The scientific council consists of 5 women and 4 men
- Of the total number of research staff at the institute, 48.7% are women, and 51.3% are men
- 68% of technical and other staff are women and 32% are men
- 53% of women and 47% of men are employed in laboratories
- 23% of women and 77% of men work in epizootiology (mainly field work)
- Out of the total number of publications in 2022, the first authors of 235 works are women, and 244 are men
- For papers published in international journals with an impact factor, the first authors of 15 papers are women, and 14 are men
- The total coefficient of published works in 2022 was 341.6 for women (51%) and 330.8 for men (49%)
- The citation index in 2022 for women is 61.5%, and for men 38.5%
- The number of researchers who have low citations below 5 are only 2 women and even 7 men
- Hirsch's h-index over 10 has 5 women and only 2 men
- Participation in 3 or more projects during 2022, had 8 women and 6 men,
- There are 4 women and even 11 men without participation in the projects
- 28 women and 22 men participated in the national meetings in 2022
- 3 women and 10 men took part in live international gatherings



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## 2. Data collected after research on gender equality through an employee survey

The survey on general knowledge and awareness of gender equality was conducted in 2023. The survey was completed by 45 out of a total of 83 employees. Based on the responses of the employees, the following results were obtained:

- To the question How do you declare yourself, 59% answered as a woman, 38% as a man and 3% did not want to declare (1 person)
- Regarding the age of the employees, the majority of women are in the 51-60 years category, while the majority of men are in the 31-40 years category.
- When it comes to women, the majority of respondents who filled out the survey were technical associates, while the majority of men were research staff.
- In line with the previous one, there is the largest number of the respondents are women with secondary school education, and the same number of men with university and doctorate degrees. Note: at the time of filling out the surveys, most of the male technical staff were engaged in the eradication of African swine fever and were not present at the Institute.
- The largest number of both women and men claim that they are familiar with the concept of gender equality, and even more men than women
- When asked about the impact of work on private life, 56% of women and 50% of men said that there is an impact
- When asked whether NIVNS provides enough opportunities for employees to achieve their private and professional goals, about 40% of both men and women answered yes, while about 30% of women and men answered partially yes.
- When asked whether management positions are equally assigned to women and men, 44% of women believe that they are, while 52% of women said they do not know; also 68% of men think that they are, and 19% of men think that there are more men in management positions
- To the question of whether in NIVNS certain skills and knowledge of employees are equally valued among employees, in terms of career advancement, 20% of employees answered affirmatively (mostly men); 39% of employees answered negatively (almost equal percentage of men and women); 17% answered partially, and even 24% of employees answered that they did not know the answer.
- When asked whether gender is important for the performance of the work you do at your workplace - the majority of employees answered negatively, with the same percentage of women and men (75%)
- When asked if they had ever attended training related to gender equality, a very small number of employees answered in the affirmative, the largest number of employees had no training but wanted to attend training (56% of women and even 62% of men), while a number of employees did not want training (30% of both women and men).
- When asked if they know why gender equality is important for science, 40% of employees answered yes (almost the same number of men and women), and 38% answered that they did not know and would like to find out, while 22% of employees were not interested in they find out

## 3. Analysis of internal documents

A review of the internal acts did not reveal any deviations from the existing legislation that would in any way covertly allow discrimination on any basis. It is important to point out that NIVNS has adopted the Rulebook of behavior of employers and employees in relation to the prevention and protection against abuse at work, and all employees received a Notice on the prohibition of abuse and



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sexual harassment at work and the abuse of the right to protection against such behavior. NIVNS implements a policy of "zero tolerance" to any form of violence and discrimination.

Gender equality:

- Helps to improve the quality and impact of research and innovation by reflecting on the whole society;
- Creates a better working environment that enables quality research and learning and helps to maximize the potential and talents of all employees;
- Helps to attract and retain young people by ensuring that all staff can be confident that their abilities will be valued and recognized fairly and appropriately.

### 3. PLAN AND ACTIVITIES

The gender equality plan for 2023 results from the analysis and data obtained from the analysis. According to the Law on Gender Equality (SGRS 52/2021), **Special measures for achieving and promoting gender equality** (hereinafter: **special measures**) are activities, measures, criteria and practices in accordance with the principle of equal opportunities, which ensure the equal participation and representation of women and men, especially members of sensitive social groups, in all spheres of social life and equal opportunities for exercising rights and freedoms. Special measures, in accordance with the general measures prescribed by this and other laws, are determined and implemented by the public authority and the employer. When determining special measures, different interests, needs and priorities of women and men must be respected, and by special measures the following must be ensured:

- 1) **the right** of women and men to information and equal access to policies, programs and services;
- 2) **implementation of gender mainstreaming and gender-responsive budgeting** in the process of planning, management and implementation of plans, projects and policies;
- 3) **promoting equal opportunities** in human resource management and the labor market;
- 4) **balanced gender representation** in administrative and supervisory bodies and positions;
- 5) **balanced gender representation** in every phase of formulating and implementing gender equality policies;
- 6) **the use of gender-sensitive language** in order to influence the removal of gender stereotypes when exercising the rights and obligations of women and men;
- 7) **collection of relevant data** classified by gender and their submission to competent institutions.

Special measures are applied until the goal for which they are prescribed is achieved, unless otherwise prescribed by this law.



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**Types of special measures are:**

- 1) measures that are determined and implemented in cases of significantly unbalanced representation of the sexes;
- 2) incentive measures, which provide special benefits or introduce special stimulus with the aim of improving the position and ensuring equal opportunities for women and men in all areas of social life - leadership training (sensitizing for gender issues), providing care for family members, incentive measures for parents such as more vacation days
- 3) program measures, which operationalize programs for achieving and improving gender equality - education, workshops, trainings, team building activities.

After analyzing the results from the annual report and the staff survey, it is noticeable that some issues must be addressed. First of all, the fact that only half of the employees filled out the survey indicates that the employees are either not interested or do not believe that there will be changes. In order to deal with awareness raising and training on gender equality, the gender equality plan considers the following types of activities:

- Training on unconscious bias can be offered in the context of the development of the GEP itself, but it is also important that it is incorporated into wider organizational activities and training.
- Communication and engagement activities at workshops and in intersectoral cooperation.
- Informing the organization's staff, management and Board of Directors about the GEP content, objectives, activities, areas of intervention and time frame, thereby also raising awareness of gender equality issues. Presentation of the GEP at a meeting for all staff, with the participation of management.
- Continuous communication is key to providing visibility to the GEP and keeping staff informed and involved in its implementation - organizing internal workshops on various GEP topics.
- Training for researchers on how to include gender and/or gender dimensions in research design raises awareness of gender and excellence in research.
- Other gender equality training activities that focus on specific topics or address specific target groups can also be considered.
- Activities aimed at strengthening teams, interpersonal relations and strengthening ties between employees are proposed, joint events are proposed for all employees (team building activities).
- Monitoring the opinions of employees and the status of the concept of gender equality in NIVNS through surveys and data analysis at the annual level, workshops and meetings on the topic of the concept of gender equality.

In order to ensure gender equality in the management structures of the Institute, the division of roles will be further monitored in order to monitor the significant influence of one or the other gender. Equal opportunities in decision-making will be favored, regardless of gender.



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<b>Activity</b>	<b>Result</b>	<b>Indicator</b>	<b>Proof</b>	<b>Deadline</b>	<b>Responsible person</b>	<b>Resource</b>
<b>Gathering data on the topic of gender equality and analysis</b>						
1. Data analysis in order to analyze the degree of gender equality (on an annual basis every year)	Data analysis and new plans and measures	Preparation of annual report and measures (plan)	Annual report and plan	By the end of February (until Quality Committee) every year	Team for gender equality	Employees of NIVNS
<b>Elimination of installed stereotypes in employees and management – improving knowledge on gender equality</b>						
2. Informing employees and management about the Law on Gender Equality and Gender Equality Policy	Increased awareness of employees and management about gender stereotypes and knowledge about gender equality principles	Most of the employees were informed in writing with a short memo about the Law on Gender Equality and the Policy	Written memo	By the end of November 2023	Team for gender equality	Employees of NIVNS
3. Appointment of the team for gender equality	The team consisting of Director, head of the financial service, ILRR, legal consultant, representative of persons with disabilities	Director's decision on appointment	Signed decision	November 2023	Director	Employees NIVNS
4. Appointing a person for GEP monitoring and reporting	Appointed person for gender equality plan monitoring and reporting (ILRR)	Director's decision on appointment	Signed decision	November 2023	Director	Employee NIVNS



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<b>Активност</b>	<b>Резултат</b>	<b>Индикатор</b>	<b>Доказ</b>	<b>Рок</b>	<b>Одговорно лице</b>	<b>Ресурс</b>
5. Strengthening the capacity of the appointed team for gender equality	Strengthening general knowledge, raising awareness and culture of gender equality and availability of information	Trainings and workshops on gender equality, stereotypes, assertive communication	Training report	End of November 2023	Appointed team for gender equality	Planned budget
6. Realization of cross-sectoral cooperation of public institutions	Mutual cooperation of public institutions on the issue of gender equality	Meeting with the Commissioner for Gender Equality	Minutes from the meeting	By the end of 2023	Appointed gender equality team	Planned activity
7. Realization of intersectoral cooperation with scientific institutions or vet. to institutes regarding research	Mutual cooperation of scientific and professional institutions regarding gender equality in research	Meetings with other scientific institutions or vet. institutes regarding research	Minutes of meetings	Until the end of 2023	Appointed team for gender equality	Planned activity and budget
8. Drafting of the Rulebook on the conditions and method of rewarding employees	Rulebook on the conditions and method of rewarding employees	Equal rewarding according to the Rulebook without unintentional bias	Rewarding according to the Rulebook	Until the end of 2023.	Director	Employees NIVNS
9. Quantitative and qualitative assessment of scientific research work	Adaptation and amendment of the Collective Agreement in accordance with the principles of the Law on Gender Equality	Possibility of additional funds for researchers from project funds, according to the collective agreement	Payment according to the project requirements	Until the end of 2023.	Appointed Team for amending the Collective Agreement	Team for amendment Collective agreement



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<b>Активност</b>	<b>Резултат</b>	<b>Индикатор</b>	<b>Доказ</b>	<b>Рок</b>	<b>Одговорно лице</b>	<b>Ресурс</b>
10. Development of a gender equality plan and gender-based budgeting for 2024.	Gender equality plan and budget for plan activities for 2024.	Activities planned for 2024.	Financial plan in 2024 with budgeted items	Until the end of 2023	Appointed team for gender equality	Appointed team for gender equality equality
11. Creation of a Risk management plan in case of violation of the principles of gender equality	Risk management plan in case of violation of the principles of gender equality	Risk identification	Adopted plan	Until the end of 2023	Appointed team for gender equality	Appointed team for gender equality
<b>Унапређење једнаких могућности за учешће на пројектима</b>						
12. Continuous monitoring and involvement of researchers in projects (on an annual basis every year)	Equal opportunities for participation in projects	The starting (zero) point are data from 2022	Annual GEP report	By the end of February each year (quality approval )	Head of the sector for science and research and ILRR	Planned budget



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#### Conclusion:

After the analysis of the data from the annual activity reports, employee survey and internal documents of NIVNS, it was not noticed that there is any discrimination based on gender equality. During 2023, there were no reports in NIVNS on the topic of gender or any other discrimination. By the end of March 2024, it is planned to create a document - manual, for the employees and management of NIVNS, in order to clarify the provisions of the Law on Gender Equality. This manual will be written according to the principle of "easy language" reading, which means that it will be written in a language understandable to all employees, in order to bring the topic of gender equality closer to them. Also in this handbook it will be explained who and how to contact for help in case of any discrimination.

This Gender Equality Plan must:

- be public: the official document is published on the website of the Institute and signed by the Director;
- have dedicated resources: management has allocated resources and expertise in the field of gender equality for the development, monitoring and implementation of the plan and this must be maintained on an annual basis;
- prescribe the collection and monitoring of data: data classified by gender on personnel and annual reporting based on set indicators;
- prescribe the holding of trainings: organization of trainings for staff awareness raising, trainings on gender equality and unconscious gender biases for staff and management.

This Gender Equality Plan recommends the adoption and use of gender-sensitive language.

Director of the Scientific Veterinary Institute  
Novi Sad"

Dr Sava Lazic, principal research fellow

