
LMDDC – GENDER EQUALITY PLAN

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1. PURPOSE

The European Commission, in agreement with the European Research Agency (ERA and the Gender Equality Strategy 2020-2025, has defined measures to be implemented to achieve gender equality during the new Horizon Europe research framework¹.

Horizon Europe considers gender equality a cross-cutting principle and aims to eliminate gender inequality and intersecting socio-economic inequalities within research and innovation systems.

One of the measures defined is to target the organisation and company culture of public organisations by requiring such organizations and research institutes to implement a Gender Equality Plan (GEP) by 2022 in order to be eligible for funding.

2. SCOPE

This document provides an overview of the LMDDC's actions and development in the area of gender equality. It responds to the European Commission's requirement for defining and implementing gender equality measures in research organizations. Furthermore, it serves as a valuable resource for internal and external stakeholders, partners and the public to understand the organization's commitment to gender equality and its progress in creating an inclusive workplace culture.

3. GENDER EQUALITY PLAN

This Gender equality Plan outlines the commitment of our organization, a small research entity specializing in IT and digital learning, to promote gender equality. With 11 employees, we aim to create a balanced and inclusive work environment that values diversity, ensures equal opportunities, and fosters a culture of respect and collaboration

3.1. Gender Equality Objectives

The overall proportion of women among the LMDDC employees is about 36%, while management is well balanced with 50% women. 36% of the staff are scientific employees (with 27% of the staff holding a PhD degree). The technical staff (multimedia designers, software developers and system administrators) represents 55% of the staff, the remaining 9% consists in the Administrative and Financial Manager.f. We believe that the number of female scientists in the company must be increased as a basis for achieving equal opportunities and gender-equitable decision-making in all areas of the organization.

For this, we have defined both quantitative and qualitative and objectives:

¹ European Union, A Union of Equality: Gender Equality Strategy 2020-2025

3.1.1. Quantitative objectives

- **Achieve Gender Balance:** Strive for a gender balance across all levels of the organization. We aim at maintaining an equal gender balance (+/- 1) at the management level and achieve a minimum of 40% of headcount in a given gender as a result of our future recruitment process.
- **Promote Equal Opportunities:** Ensure equal opportunities in recruitment, retention, and career advancement.

3.1.2. Qualitative objectives

- **Foster Inclusive Culture:** Cultivate a workplace culture that embraces diversity and inclusion.
- **Address Gender Bias:** Identify and mitigate any gender biases in our practices and policies.
- **Support Work-Life Balance:** Provide support for work-life balance to accommodate diverse employee needs.

3.2. Gender Equality Strategies and Actions

To achieve its objectives, the LMDDC implemented the following strategies and actions :

3.2.1.. Recruitment and Hiring

- **Inclusive Job Descriptions:** Ensure job descriptions are free from gendered language and encourage applications from all genders.
- **Diverse Hiring Panels:** Assemble diverse hiring panels to mitigate bias in the recruitment process.
- **Targeted Outreach:** Engage in outreach efforts to attract candidates from under-represented genders in IT and digital learning.

3.2.2. Professional Development

- **Training Programs:** Offer regular training on gender equality, unconscious bias, and inclusive practices for all employees.
==> In 2024 : 2 training sessions planned.
- **Gender balance in leadership and decision-making :** Increase the number of women represented at all management levels and by doing so, enable a gender-balanced participation in decision-making.
==> Since May 2024, 50% of LMDDC managers are women.
- **Career Advancement:** Provide clear and equitable criteria for promotions and career advancement.

==> will be initiated end of 2024 – beginning of 2025

3.2.3. Workplace Culture

- **Inclusive Policies:** Develop and enforce policies that promote gender equality, including anti-harassment and non-discrimination policies.
- **Dedicated resource:** Creation of the function of GEDO (Gender Equality and Diversity Officer). The GEDO main responsibility is to implement the Gender equality plan and insure diversity throughout the LMDDC and to achieve the goals defined in the GEP. To this end, the GEDO is directly supported by the Managing Director and all actors who can contribute to the achievements of the goals such as managers.

==> GEDO nominated in May 2024

3.2.4. Work-Life Balance

- **Flexible Working Arrangements:** Offer flexible working hours and remote work options to accommodate different needs.

==> Since its creation, the LMDDC has been in favour of flexible working hours and remote work for both sustainability and family balance reasons , in compliance with the laws in force in the Grand-Duchy of Luxembourg.

- **Support Services:** Offer employee wellness programs.

==> Since November 2023, a certified trainer has been organising 2 fitness sessions a week for LMDDC employees

- **Leadership Commitment:** Ensure that senior leadership actively supports and participates in gender equality initiatives.
- **Employee Involvement:** Encourage all employees to engage with and contribute to gender equality efforts.

3.2.5. Monitoring and Evaluation

- **Data Collection:** Collect and analyse data on hiring, promotion, and retention rates by gender.
- **Report Progress:** Publish annual gender equality reports to maintain transparency and accountability.

==> the 1st annual gender equality report will be published Q1 2025

By implementing this Gender Equality Plan, our organization aims to create a more inclusive and equitable workplace where all employees can thrive. We are committed to continuous improvement and accountability in our pursuit of gender equality in the field of digital learning and IT.