



Institute of Molecular Genetics of the Czech Academy of Sciences

Equal Opportunities Plan - Monitoring Report for 2022

This document aims to evaluate the objectives set out in the IMG Equal Opportunities Plan [the Plan], issued in December 2021. The individual objectives are listed in the table below, including their current state. In 2022, the Plan focused primarily on short-term goals [implemented by the end of 2022]. Long-term goals will be evaluated in an evaluation report at the end of the five-year period ending in 2025.

Of the set of objectives, the most significant advancement in 2022 was achieved by installation of a trust box and implementation of a questionnaire survey on gender, satisfaction with working conditions at IMG and nationality.

Progress in short-term objectives [by the end of 2022]

Objective	Status
Publication of the Equal Opportunities Plan on the intranet and extranet	Completed
Analysis of senior management positions	In process
Promoting a gender-balanced environment	In process
Data monitoring	In process
Increased care for male/female employees with children	In process
Trust box	Completed
Evaluation of the questionnaire survey	Completed
Procedure for processing sensitive data from the questionnaire survey	In process
Adaptation-integration courses	In process

- **Publication of the Equal Opportunities Plan [Completed]**

The plan has been published both on the intranet [accessible only to IMG employees] and on the website: [Equal Opportunities Plan - Institute of Molecular Genetics of the Czech Academy of Sciences](#). At this link, employees can also find out what benefits they can take advantage of and who they can contact if they have questions about gender. It also lists training opportunities on gender equality and publishes activities and training on unconscious biases and stereotypes.

- **Analysis of senior management positions [In process]**

The IMG Economy Department keeps records of all male/female employees, including statistics on male/female occupancy of management positions. Although there was no change in the number of women in top management and decision-making positions for 2022, following the call for applications for a new scientific group leader/manager with a deadline of 30 June 2022, one woman and one man were selected. Although the woman eventually declined the offered position for personal reasons, the above shows IMG's active efforts to increase the number of women in managerial positions.

- **Promoting a gender-balanced environment [In process]**

Gender-neutral language is generally encouraged at IMG, both in communication within and outside the organization. This process has been gradual, starting with modification of language to gender-neutral in mass email correspondence.

An email address gender@img.cas.cz has also been set up for IMG staff to contact if they have gender-related questions or suggestions for addressing gender and equal opportunities issues at IMG.

- **Data monitoring [In process]**

IMG aims to adapt the recruitment, motivation and career development process to the actual needs of employees and job applicants. A sub-objective in this area is to monitor the percentage of men and women who apply for a job at IMG.

- **Increased care for male/female employees with children [In process]**

Heads of Department were informed about the importance of working with time for parents with children. Efforts are made towards progressively establishing the end of work meetings no later than 4 pm. Flexible working hours have been introduced at IMG [to better coordinate time and to balance work life with personal life].

Employees can use [this link](#) to find out about their options concerning work-life balance and what IMG has committed to under the Plan.

Regarding the changing counters, IMG was unable to obtain funding to implement this project in 2022. Therefore, the objective is postponed to the next period and will be implemented in relation to obtaining the required subsidy and assessed in the final evaluation report.

- **Trust box [Completed]**

In the basement area of IMG, which meets the requirements for a discreet zone, a physical trust box was installed in January 2022 [see photos]. During the period of operation, two complaints were dropped into the drop box and were subsequently addressed by members of the Plan working group. According to the experience from the period of operation of the trust box, it was decided by the working group that it would be collected at least once a week.



- **Ensuring relevant quantitative data [In process]**

The Economy Department continuously collects relevant data, based on gender-segregated data. This information is used to better understand the situation regarding the percentage of men and women at IMG based on various indicators. The updated quantitative and qualitative data containing the characteristics of all male and female IMG employees are attached as Annex No. 1 to this Monitoring Report. The figures and graphs for each category of employees are presented in the same breakdown as they were in the December 2021 Plan.

- **Procedure for processing sensitive survey data [In process]**

The members of the Equal Opportunities Plan Working Group consulted with the legal counsel who handles GDPR and data protection at IMG on how to proceed with the survey. They also consulted with her on any questions related to the protection of the data collected in the questionnaire.

- **Evaluation of the questionnaire survey [Completed]**

The Plan included a commitment to conduct a survey in 2022 to identify gaps, needs and requirements in the area of gender and equal opportunities. The questionnaire survey of male and female IMG employees was conducted online in the LimeSurvey system in November 2022. The questionnaire focused on five areas: socio-demographics, working conditions, stereotypes, organizational culture and climate, and interpersonal behaviour. It aimed to gain a comprehensive view of not only gender equality issues, but also nationality issues and organizational culture. IMG male and female employees were given three weeks to complete the questionnaire and a total of 215 employees participated. The evaluation was carried out at the beginning of 2023. The Plan Working Group subsequently produced a document with the results of the questionnaire survey, which was made available on the [IMG intranet](#) in accordance with the Plan. Only information not subject to protection under the GDPR was published.

- **Adaptation-integration courses [In process]**

The Building Maintenance Department is working on the possibility of implementing adaptation-integration courses for new employees. Not only for employees from abroad, Czech and English lessons are already available at IMG for all interested IMG employees.



Institute of Molecular Genetics of the Czech Academy of Sciences

Annex No. 1

Annex No. 1 contains the characteristics of IMG employees for the period 2020 - 2022

Version No. 2 – January 2023

Current gender situation

In the period 2020 - 2022, 60 % of IMG employees were women and 40 % were men. On average, in one year, 156 men and 165 women worked in scientific positions and 65 men and 163 women worked in other professions. Women are therefore much more abundantly represented in other professions.

Most men work in the V2 [PhD student] and V5 [scientist] position. Most women work in the V2 [PhD student] and V1 [research assistant] position. Women held group leader positions at an average rate of three per year [2020 - 2022], while as for men, the number averaged around 25. In general, therefore, far fewer women are working in senior positions, although it is noticeable that the number of female PhD students who could rise higher in the future exceeds the number of male PhD students.

IMG employees mostly opt for full-time positions. Women are more likely to work part-time than men, with the most common part-time option being between 0.5 and 0.9.

Differences are also evident in wages. The average salary of male employees exceeds that of female employees in all categories except for the PhD category.

Given the generally higher number of female employees, there is also a higher turnover rate than for men.

In terms of grants, male scientists are much more active than female scientists. Out of a total of 123 currently investigated grants in 2022, 106 men were investigators or co-investigators, and women investigators or co-investigators were in charge of 19 projects. This is also due to the number of male/female senior scientists, with men outnumbering women in this category. In 2022, 29 male scientists and 12 female scientists submitted grant applications.

Male and female staff

As of 31 December 2022, IMG had a total of 535 male and female employees [full-time equivalent], working in Krč, Vestec within the BIOCEV Centre, a small part at the detached sites in Dejvice and at the Koleč farm. The Institute employs 335 male and female researchers and 221 employees in other professions.

Employees are divided into two main groups: researchers and other staff. Within the group of researchers, IMG distinguishes six grades according to the Internal Wage Regulations of the Institute of Molecular Genetics of the CAS:

- V1 [Research Assistant] – completed university studies, professional practice,
- V2 [PhD Student] – completed university studies, participant of doctoral study,
- V3 [Postdoctoral Fellow] – completed PhD study; up to five years after PhD defence; working under supervision of experienced scientists,
- V4 [Associate Scientist] – more than five years after obtaining the PhD degree and not investigator of own grants,
- V5 [Scientist] – more than five years after obtaining the PhD degree, independent investigator of research projects,
- V6 [Senior Scientist] – head of a research team and leading scientific personality.

The category of other employees according to the Internal Wage Regulations also includes six grades:

- O1 – simple working tasks and primary education,
- O2 – simple professional tasks with general instructions and primary or secondary specialized education,

- 03 – various, generally defined professional tasks with increased mental load and secondary education,
- 04 – professional tasks requiring a complex creative approach and secondary education,
- 05 – systemically specialized tasks with a high degree of responsibility and secondary school or college,
- 06 – definition of strategies for focusing the assigned agenda and responsibility for its results, university and long-term professional experience.

Distribution by gender

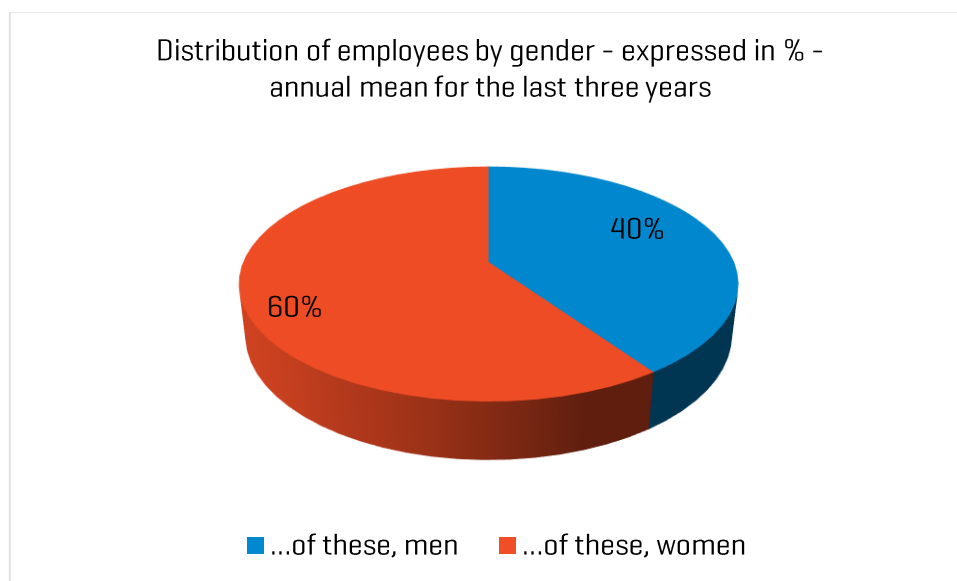
In general, more women than men worked at IMG in 2020-2022. On average, women accounted for 60 % and men for 40 % of the 549 male/female employees over this period. Changes between female and male employees were roughly the same [ranging in the order of units of male/female employees]. The total number of employees increased over the period under review.

The data in Table 1.1 and Chart 1.1 describe the numbers of active persons in employment [not including persons on parental leave, unpaid leave, study leave, and the like].

Table 1.1 - Distribution of employees by gender

	2020	2021	2022	Mean
Total number of employees	579	534	535	549
...of these, men	223	232	210	222
...of these, women	356	302	325	328

Chart 1.1 - Distribution of employees by gender in % for years 2020 - 2022



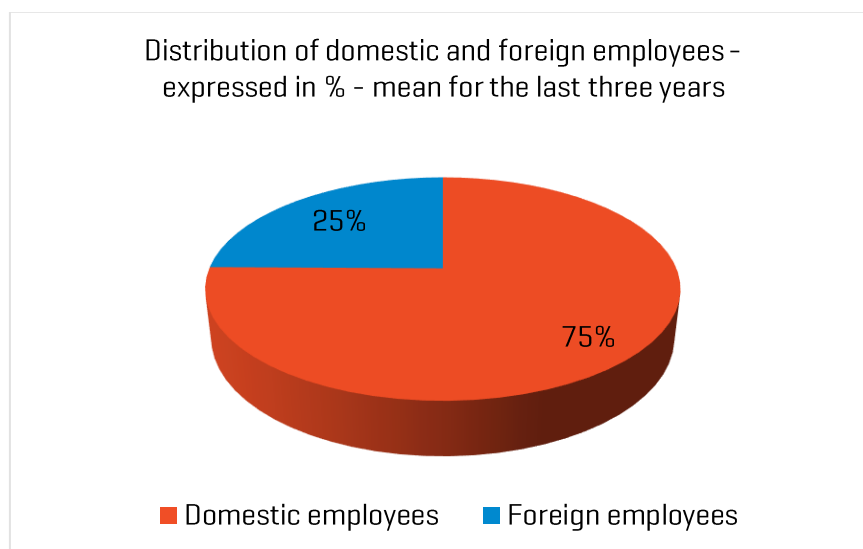
Distribution by nationality

In the period 2020-2022, 75 % of all male and female IMG employees were Czech. The remaining 25 % are foreign employees [from Albania, Australia, Belgium, Brazil, Bulgaria, Canada, China, Croatia, Egypt, Germany, Greece, India, Islamic Republic of Iran, Italy, Japan, Republic of Kosovo, Lebanon, Mexico, Nepal, Pakistan, Peru, Poland, Portugal, Romania, Russian Federation, Slovakia, Spain, Sweden, Serbia, Thailand, Turkey, Ukraine, United Kingdom, United States].

Table 1.2 - Distribution of domestic and foreign employees for 2020-2022

	2020	2021	2022	Mean
Domestic employees	442	404	393	413
Foreign employees	137	130	142	136

Chart 1.2 - Ratio of domestic vs foreign employees



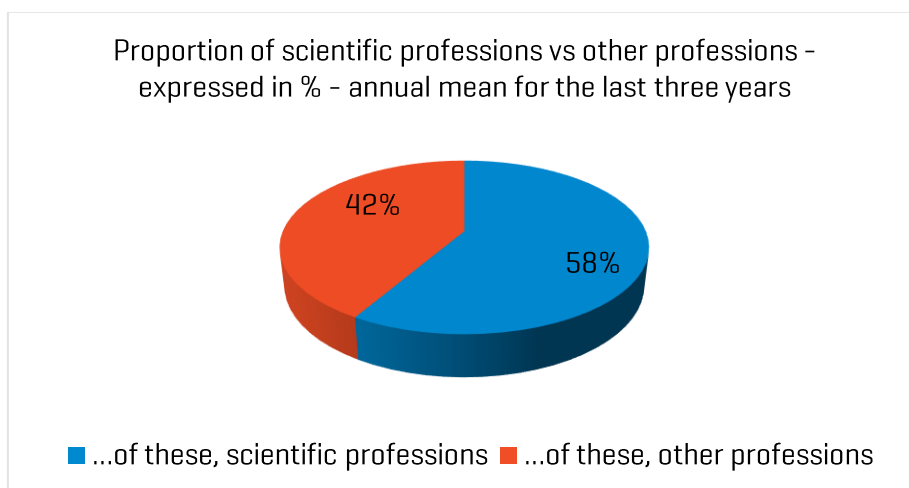
Distribution by profession

More IMG employees work in the scientific profession [58 %] than in the category of other professions [42 %]. The highest number of male and female scientists was employed in 2020, they counted 335. As for other professions, here IMG saw a decrease to 220 in 2021, while the number held steady at 221 male/female employees in subsequent years.

Table 1.3 - Distribution of employees by scientific and other professions

	2020	2021	2022	Mean
Total number of employees	579	534	535	549
...of these, scientific professions	335	314	314	321
...of these, other professions	244	220	221	228

Chart 1.3 - Distribution of employees by profession for 2020-2022

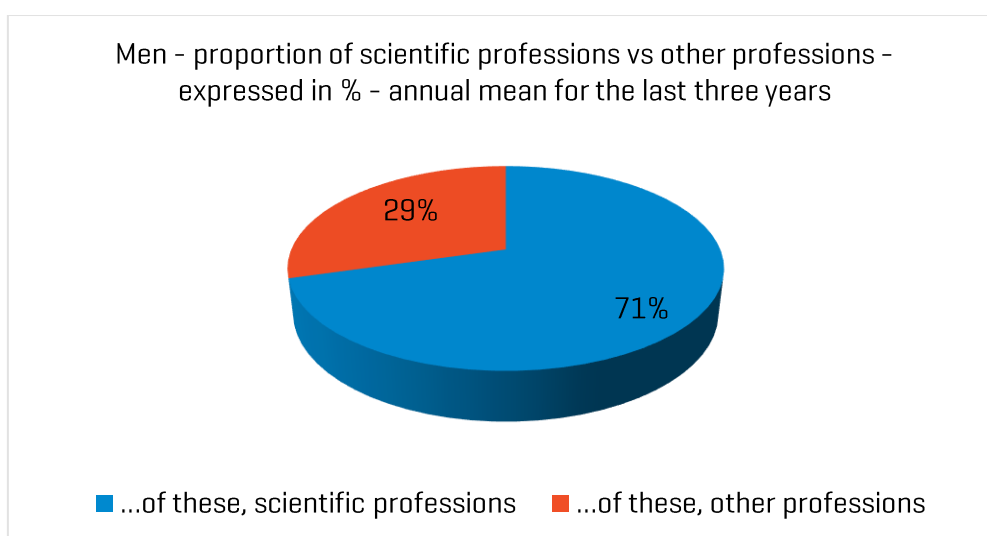


Male employees at IMG execute 71 % of scientific professions and 29 % of other professions. The number of male scientists employed in 2020-2022 decreased from 155 in 2020 to 150 in 2022. The number of other male employees decreased from 68 in 2020 to 60 in 2022.

Table 1.4 - Distribution of male employees in scientific and other professions

	2020	2021	2022	Mean
Total number of male employees	223	232	210	221
...of these, scientific professions	155	164	150	156
...of these, other professions	68	68	60	65

Chart 1.4 - Distribution of male in scientific and other professions for 2020-2022



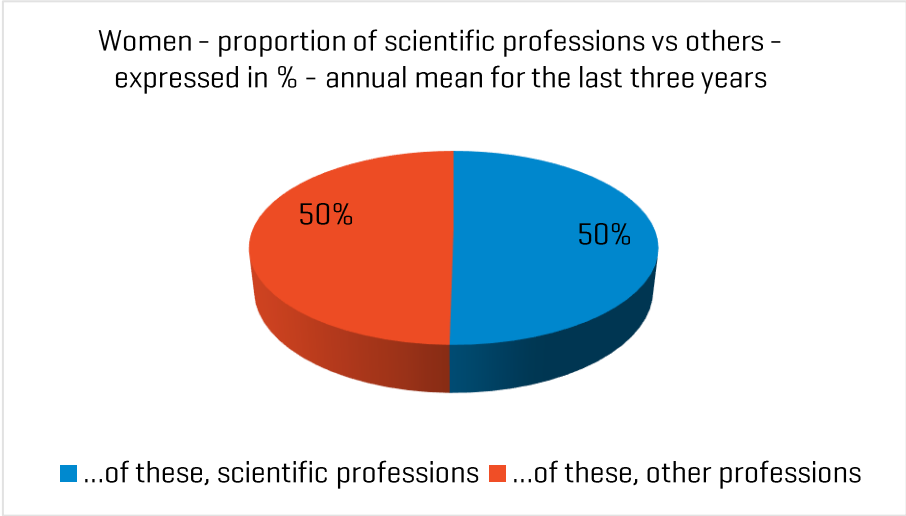
Female employees perform scientific and other professions in the same proportion (50 % and 50 %). The number of women in scientific positions fell from 180 in 2020 to 164 in 2022, and the number of women in other professions also fell from 176 in 2020 to 161 in 2022.

Table 1.5 - Distribution of female employees in scientific and other professions

	2020	2021	2022	Mean
Total number of female employees	356	302	325	328
...of these, scientific professions	180	150	164	165
...of these, other professions	176	152	161	163

However, the difference between female employees in scientific occupations compared to those in other occupations is not as marked as for men. In the case of male employees, it makes more than 30 %.

Chart 1.5 - Distribution of female in scientific and other professions, mean for 2020-2022



Distribution of employees by categories of scientific professions

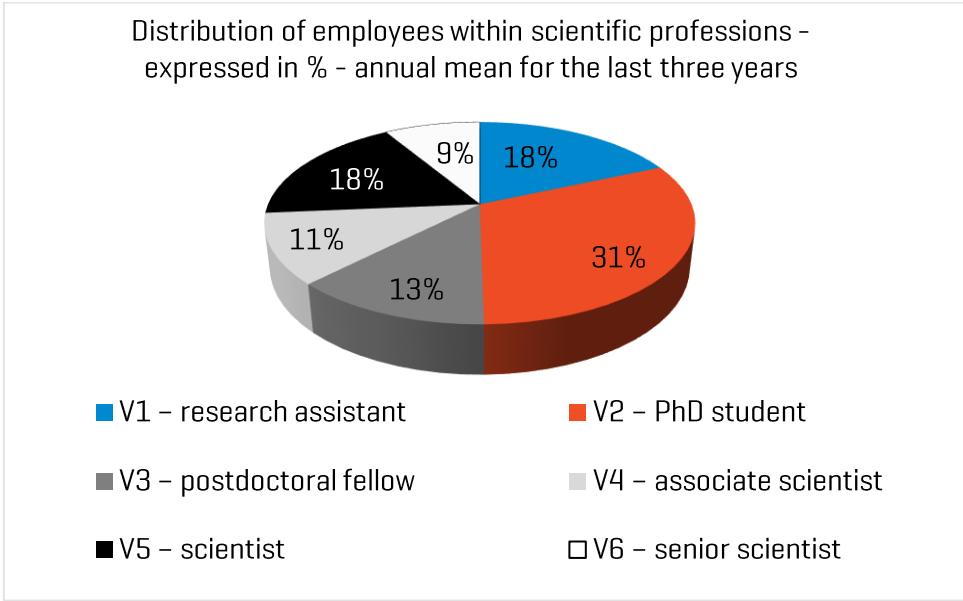
The largest group of scientific professions are PhD students [V2]. On average, for the period 2020-2022, they accounted for 101 of the total 321 researchers. Greater changes in

occupancy are evident within the category of postdoctoral fellows (V3), with the number of postdocs rising from 39 in 2020 to 44 in 2022 and within the category of scientists (V5), where their number decreased from 59 in 2020 to 54 in 2022. The least numerous group are senior scientists (9 %) and the category of associate scientists (11 %).

Table 1.6 - Distribution of employees within scientific professions

	2020	2021	2022	Mean
V1 – research assistant	63	54	60	59
V2 – PhD student	107	101	94	101
V3 – postdoctoral fellow	39	39	44	41
V4 – associate scientist	38	35	35	36
V5 – scientist	59	58	54	57
V6 – senior scientist	29	27	27	28

Chart 1.6 - Distribution of employees within scientific professions, mean of 2020-2022

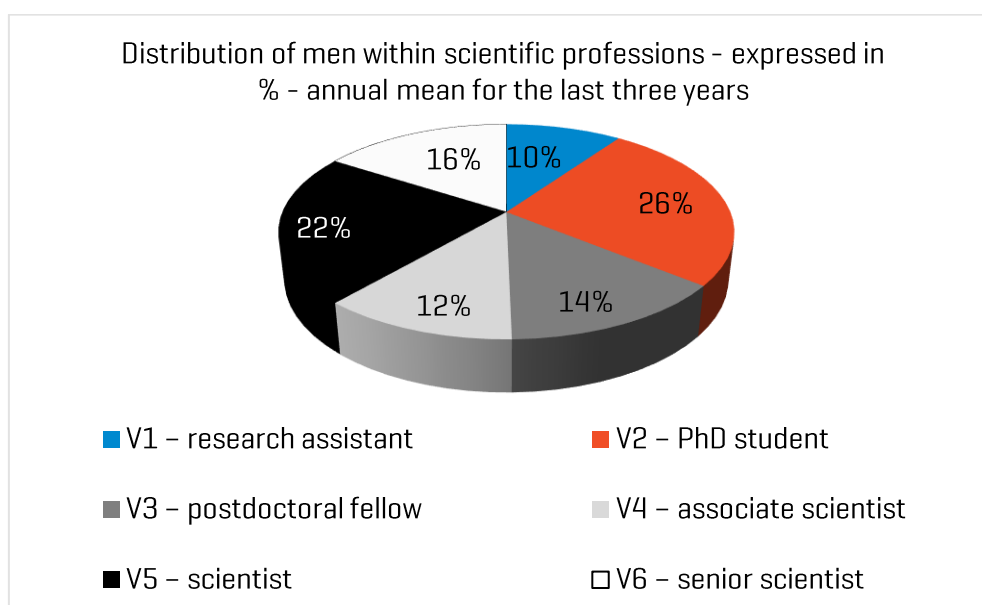


Concerning male researchers, the largest group are scientists (V5) and PhD students (V2). On the other hand, the least numerous group are research assistants (V1).

Table 1.7 - Representation of men within individual scientific professions

	2020	2021	2022	Mean
V1 – research assistant	17	14	15	15
V2 – PhD student	34	51	37	41
V3 – postdoctoral fellow	22	22	21	22
V4 – associate scientist	20	17	18	18
V5 – scientist	36	36	34	35
V6 – senior scientist	26	24	25	25

Chart 1.7 - Representation of men within individual scientific professions



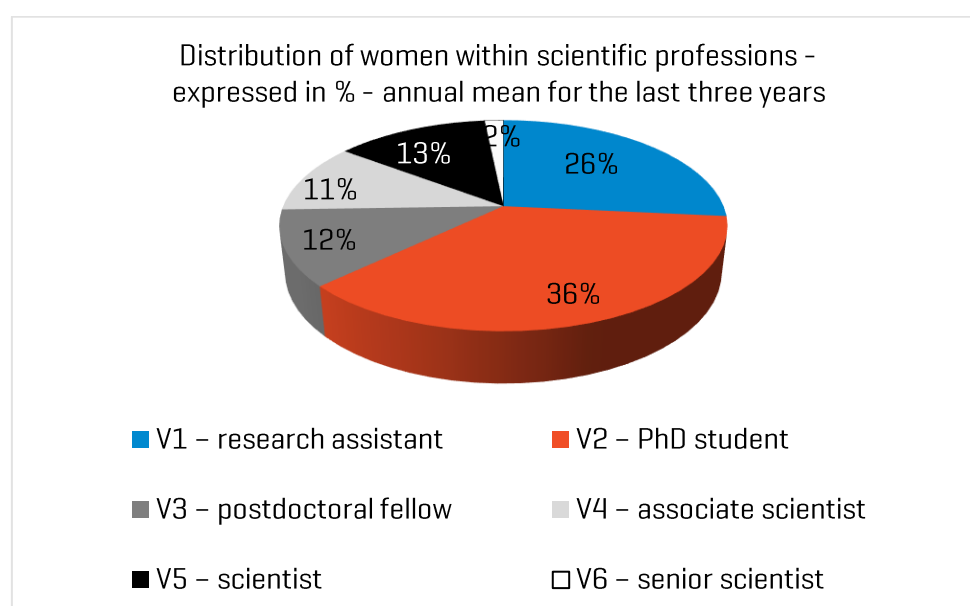
The distribution of female researchers is not as even as for male researchers. Women hold noticeably more positions in V1 and V2 categories, while very few women are in the position of senior scientist – three on average for 2020-2022 compared to 28 for men. There is great potential in the high number of female PhD students, which totals 60 women/year on average for 2020-2022.

Table 1.8 - Representation of women within individual scientific professions

	2020	2021	2022	Mean
V1 – research assistant	46	40	45	44
V2 – PhD student	73	50	57	60
V3 – postdoctoral fellow	17	17	23	19
V4 – associate scientist	18	18	17	18
V5 – scientist	23	22	20	22
V6 – senior scientist	3	3	2	3

The most represented groups are female PhD students [36 %] and research assistants [26 %]. Only 2 % of the employed women hold the position of senior scientist.

Chart 1.8 - Representation of women within individual scientific professions

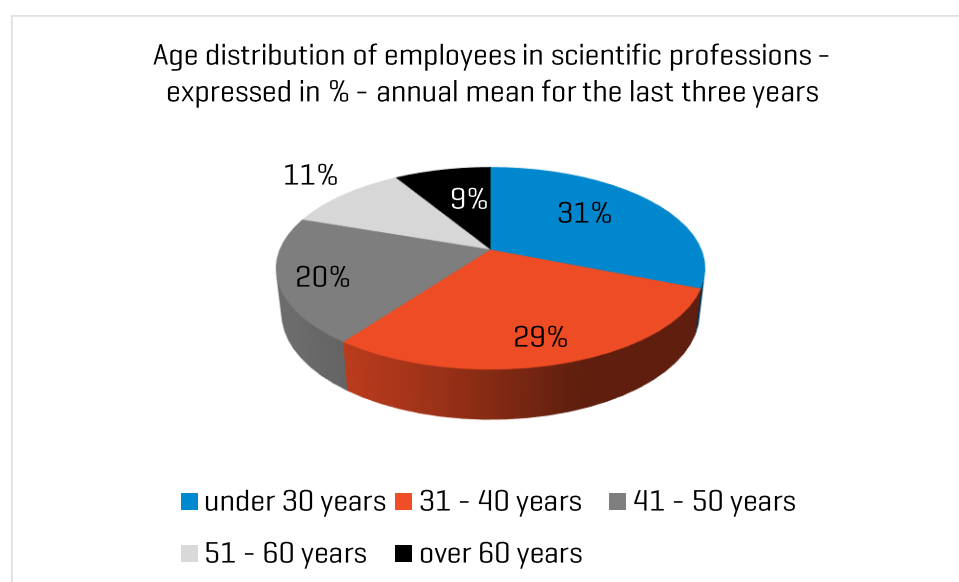


Distribution by age

The largest group consists of employees under 30 years of age. On the other hand, the lowest number of employees at IMG is over 60 years of age.

Table 1.9 - Distribution of employees in scientific professions by age

	2020	2021	2022	Mean
under 30 years	110	106	83	100
31 - 40 years	93	86	101	93
41 - 50 years	68	62	64	65
51 - 60 years	36	33	37	35
over 60 years	28	27	29	28

Chart 1.9 - Distribution of employees in scientific professions by age

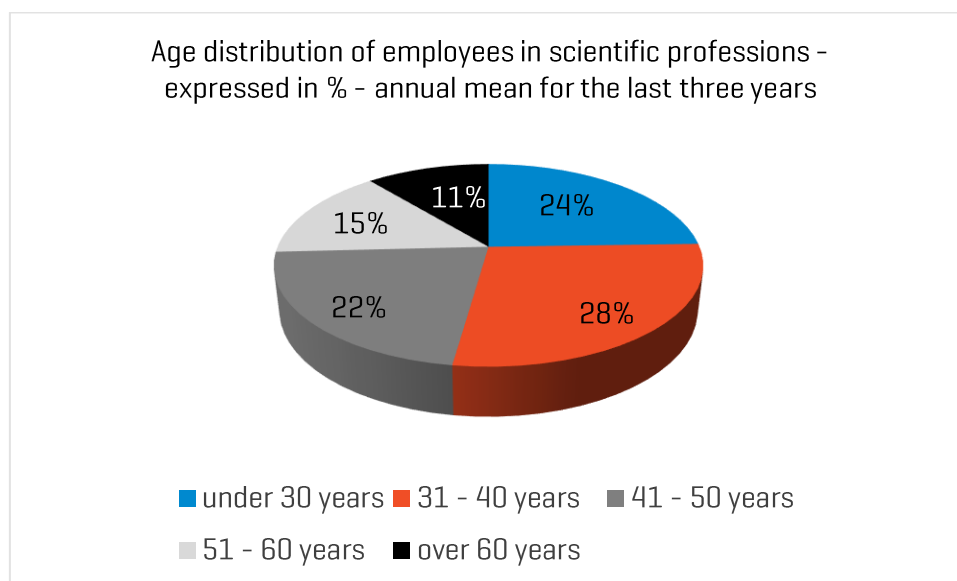
Male employees were evenly represented in all age categories at IMG. On average, the largest group between 2020 and 2022 comprised men aged 31-40, making up 28 % of staff. The second largest group, employees under the age of 30, made up 24 % of staff. The least represented age group of employees at IMG comprised men over 60, who represented 11 % of staff.

Table 1.10 - Distribution of male employees in scientific professions by age

	2020	2021	2022	Mean
under 30 years	37	48	30	38
31 - 40 years	41	42	47	43

	2020	2021	2022	Mean
41 - 50 years	37	34	32	34
51 - 60 years	23	24	22	23
over 60 years	17	16	19	17

Chart 1.10 - Distribution of male employees in scientific professions by age

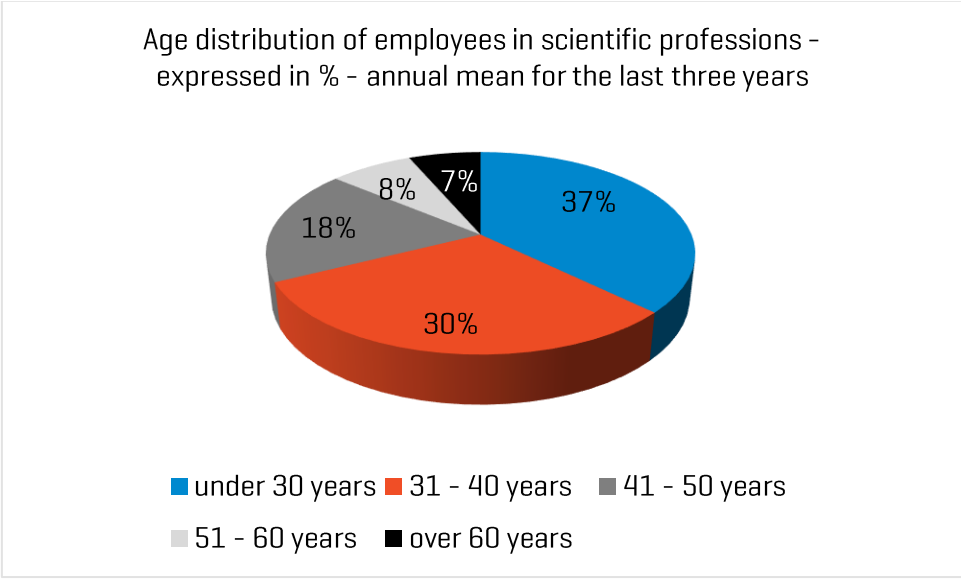


On average, the largest number of female scientists at IMG in the reported period was in the category under 30 years, where they accounted for an average 37 % of all female employees in 2020-2022. Significantly fewer women aged 51-60 and over 60 worked at IMG, accounting for 12 and 11 %, respectively, in each category.

Table 1.11 - Distribution of female employees in scientific professions by age

	2020	2021	2022	Mean
under 30 years	73	58	53	61
31 - 40 years	52	44	54	50
41 - 50 years	31	28	32	30
51 - 60 years	13	9	15	12
over 60 years	11	11	10	11

Chart 1.11 - Distribution of female employees in scientific professions by age



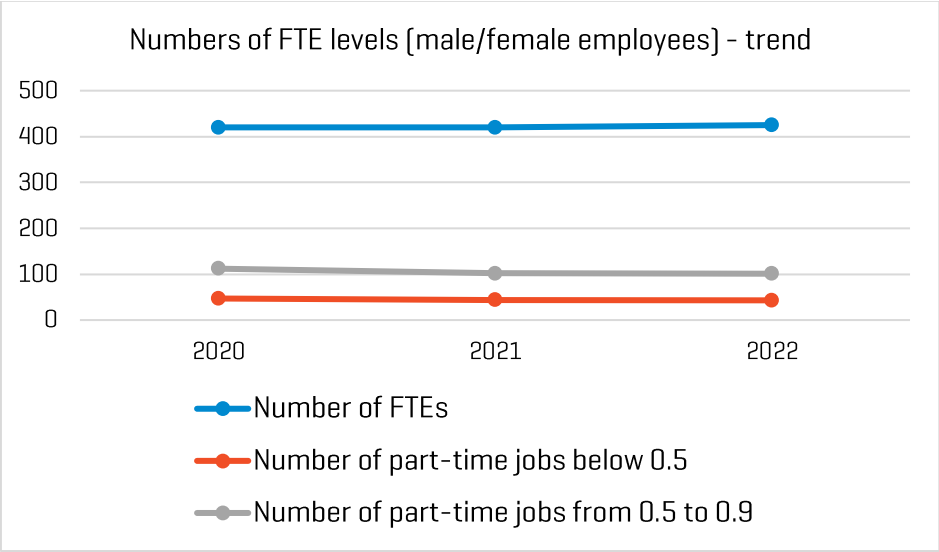
Distribution by the FTE level

Recognizing the importance of reconciling work and private life, IMG allows its male and female employees to work part-time. This option is mainly used by parents of young children, carers and students. During the reporting period, the number of part-time employees between 0.5 and 0.9 and 0.5 and lower hours remained at the same level. The number of full-time jobs still significantly exceeds part-time employment.

Table 1.12 - Trend in employees’ distribution by FTE

	2020	2021	2022
Number of FTEs	420	420	425
Number of part-time jobs below 0.5	47	44	43
Number of part-time jobs from 0.5 to 0.9	112	102	101

Chart 1.12 - Trend in employees' distribution by FTE

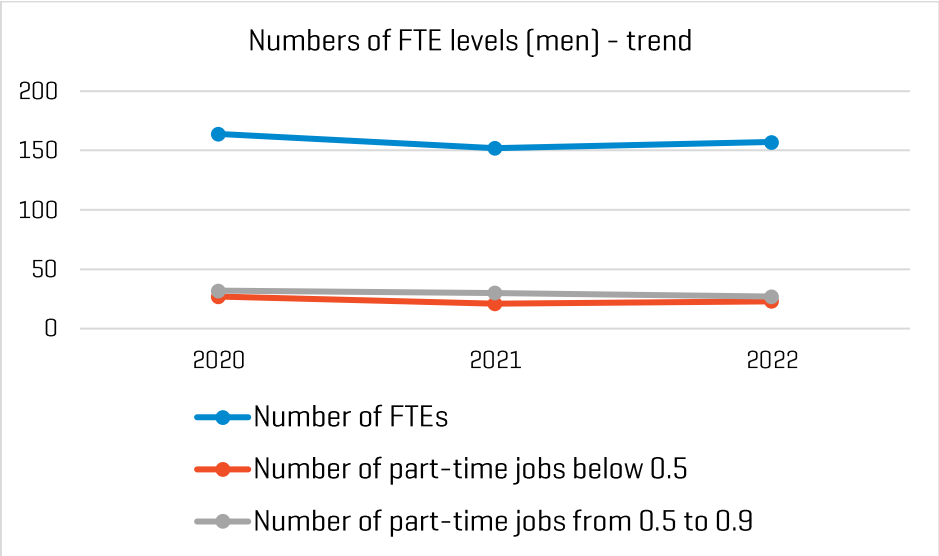


Full-time jobs are clearly predominant among men. The number of part-time jobs increased over 2020-2022, while full-time jobs slightly decreased.

Table 1.13 - Trend in male employees' distribution by FTE

	2020	2021	2022
Number of FTEs	164	152	157
Number of part-time jobs below 0.5	27	21	23
Number of part-time jobs from 0.5 to 0.9	32	30	27

Chart 1.13 - Trend in male employees' distribution by FTE

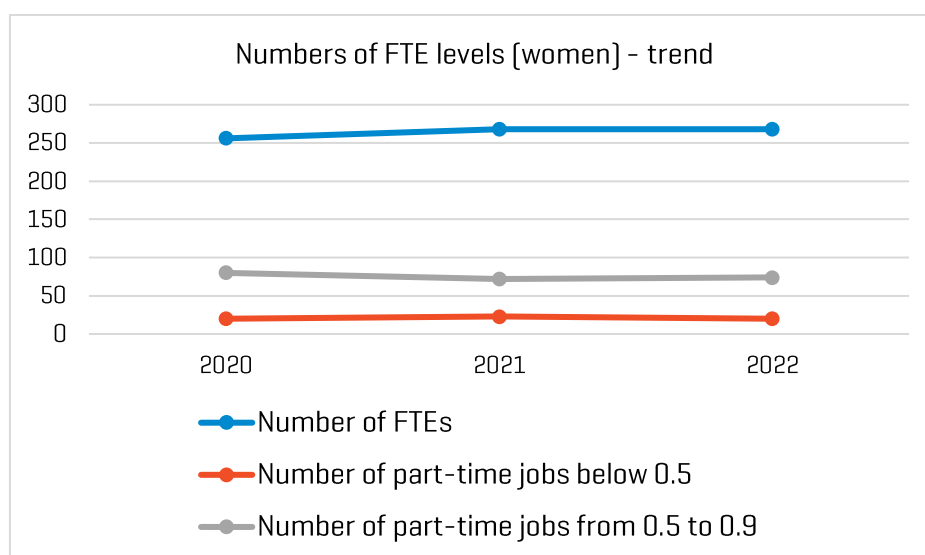


Female employees used part-time jobs more than male employees. For example, in 2020, 31.25 % of female employees worked between 0.5 and 0.9 hours. The amount of part-time work up to 0.5 remained stable in the period under review. Full-time work remains the most common type of employment.

Table 1.14 - Trend in female employees' distribution by FTE

	2020	2021	2022
Number of FTEs	256	268	268
Number of part-time jobs below 0.5	20	23	20
Number of part-time jobs from 0.5 to 0.9	80	72	74

Chart 1.14 - Trend in female employees' distribution by FTE



Turnover of IMG employees

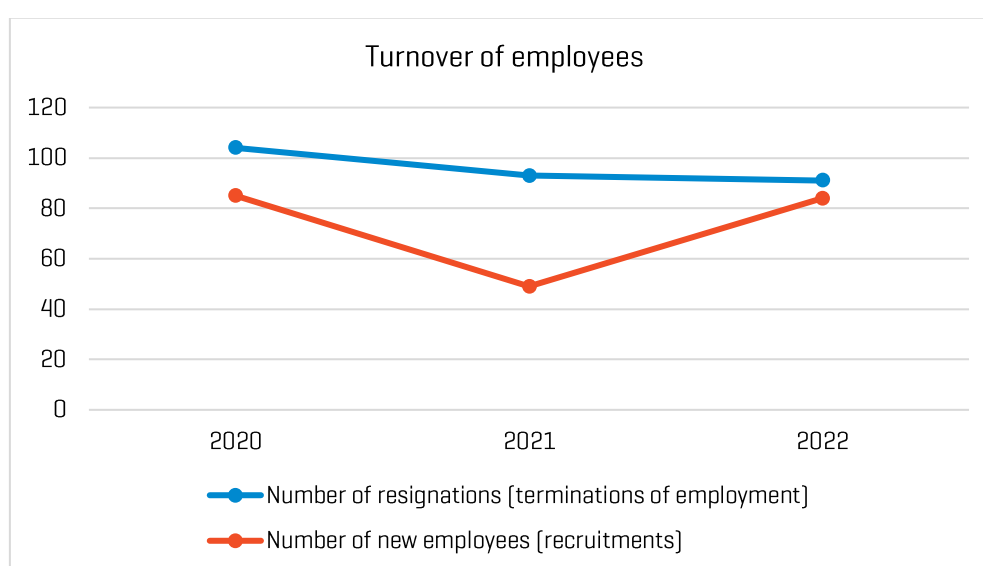
The number of terminated employment relationships has been decreasing over the years [from 104 in 2020 to 91 in 2022]. The number of new employees experienced a large fluctuation in the middle of the reporting period, probably influenced by the COVID 19 pandemic. The decrease in the number of male and female employees in 2020-2021 is also due to the closure of the IMG detached site in Dejvice, when IMG employees transferred to the Institute of Organic Chemistry and Biochemistry. In addition, the administrative team of

the BIOCEV project was transferred from IMG to the Institute of Biotechnology in the same period.

Table 1.15 - Turnover of employees for 2020-2022

	2020	2021	2022
Number of resignations [terminations of employment]	104	93	91
Number of new employees [recruitments]	85	49	84

Chart 1.15 - Turnover of employees for 2020-2022

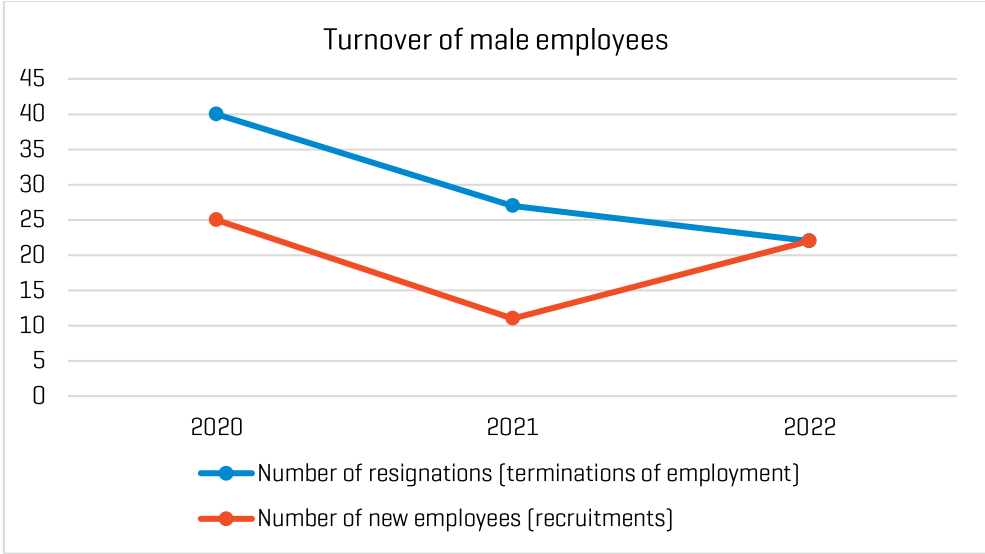


A similar trend was also observed in the category of male employees. The number of departures was the highest in 2020 [40 employees]; the lowest number of newly hired employees in the monitored period was in 2021 – 11, which was caused by the COVID 19 pandemic. Interesting is the year 2022, when the number of departures and of the newly hired employees was the same – 22.

Table 1.16 - Turnover of male employees for 2020-2022

	2020	2021	2022
Number of resignations [terminations of employment]	40	27	22
Number of new male employees [recruitments]	25	11	22

Chart 1.16 - Turnover of male employees for 2020-2022

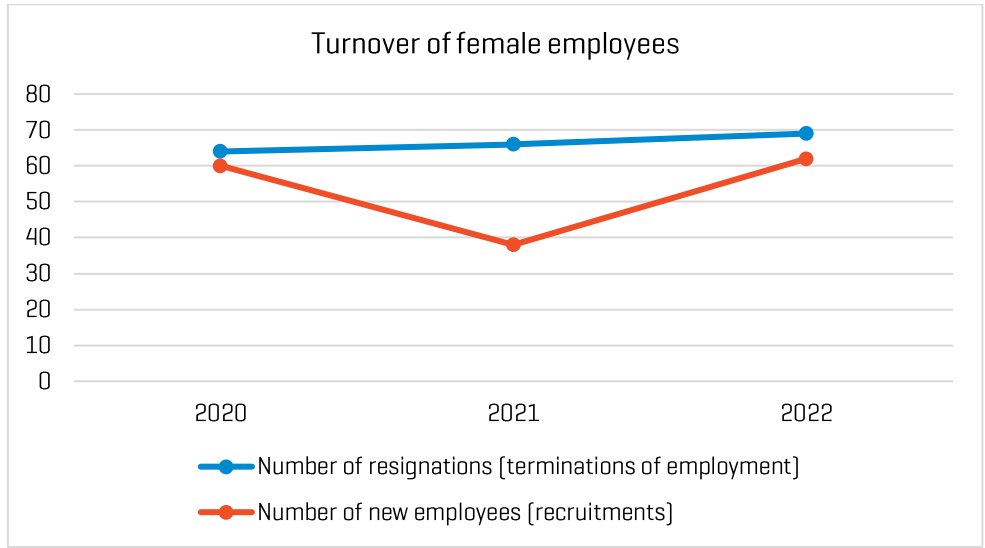


Female employees outnumbered male employees in 2020 and 2022 relative to the number of new hires. The lowest number of recruitments was again recorded in 2021, when the number of hires was only 38 compared to resignations in the same year [66].

Table 1.17 - Turnover of female employees for 2020-2022

	2020	2021	2022
Number of resignations (terminations of employment)	64	66	69
Number of new female employees (recruitments)	60	38	62

Chart 1.17 - Turnover of female employees for 2020-2022



Grant agenda

In 2022, a total of 164 grants were implemented at IMG, of which 106 involved male and female employees as investigators and 58 as co-investigators. Currently, 19 grants are addressed by women as principal investigators or co-investigators, while 104 are attended to by men. For the next calls, 12 female researchers and 29 male researchers have applied.

Table 1.18 - Gender representation in grants in 2022

Gender	Project status	IMG investigator	IMG co-investigator	Total	Sum of categories	% of total
Women	Currently investigated	12	7	19	123	15,45
	Applications	11	1	12	41	29,27
Men	Currently investigated	66	38	104		84,55
	Applications	17	12	29		70,73
Total		106	58	164	164	

Benefits

The last very important area that the Plan will introduce are benefits and their use by the IMG employees. Some of the most important ones that facilitate reconciliation of the family and work life include institutional kindergarten, housing support, language courses, child recreation allowance, interest-free social loan, non-repayable social assistance, and housing loan [provision of housing and equipment].

The total number of employees using the services of the institutional kindergarten decreased slightly from 12 employees to 9 during 2020-2022. The difference is in the number of men, who showed a noticeable decrease in interest in the kindergarten in the monitored period, while the stability of using the service is visible among women.

Table 1.19 - Number of employees using the Institute kindergarten

	2020	2021	2022
Total number of employees	12	12	9
... of these, number of scientific professions	8	8	4
... of these, number of other professions	4	4	5
... of these, number of men	5	3	1
... of these, number of women	7	9	8

In 2020-2022, 34 persons from scientific professions used supported housing. Between 2019 and 2020, the number of women using it decreased rapidly, while the number of men increased.

Table 1.20 - Number of employees using supported housing

	2020	2021	2022
Total number of employees	34	30	35
... of these, number of scientific professions	34	30	35
... of these, number of other professions	0	0	0
... of these, number of men	20	16	19
... of these, number of women	14	14	16

Of the language courses, the English course is the most widely used. In 2020, 70 employees signed up, and in 2022, 53 employees signed up. The Czech language course was used by five scientific employees in 2020 and 15 scientists in 2022.

Table 1.21 - Number of employees using language courses

	2020	2021	2022
Total number of employees using courses of Czech for foreigners	5	13	15
... of these, number of scientific professions	5	13	15

	2020	2021	2022
... of these, number of other professions	0	0	0
... of these, number of men	3	9	12
... of these, number of women	2	4	3
Total number of employees using courses of English	70	59	53
... of these, number of scientific professions	32	45	38
... of these, number of other professions	38	14	15
... of these, number of men	16	15	12
... of these, number of women	54	44	41

The monitoring report for 2022 and Annex No. 1 were prepared by the Equal Opportunities Plan Working Group consisting of:

Věra Chvojková, MSc, MBA

Lenka Fryčová

Šárka Sikorová, MSc

Meritxell Alberich Jordà, PhD

Prof Petr Svoboda, PhD