



GENDER EQUALITY PLAN

**INSTITUTO DE INVESTIGAÇÃO E
INOVAÇÃO EM SAÚDE
DA UNIVERSIDADE DO PORTO**



Index

Index	2
Summary	3
Introduction	5
Key figures	7
Conclusions	17
Areas of Intervention - Action Plan	18
References and relevant resources	24
Materials and Methods	25



Summary

The Board of Directors of i3S follows the gender equality aims of the European Union and intends to embody gender equality in scientific research and to support the realization of gender equality measures as a part of i3S's intersectional commitment to Diversity and Inclusivity.

Data regarding gender distribution at i3S have been collected and analyzed. These data constituted the basis for establishing the objectives, targets, indicators and continuous progress evaluation of this Gender Equality Plan (GEP). The GEP promotes actions to foster the development of gender competence.

The GEP starts with a collection of relevant data for analysis of gender equality at i3S.

The four main areas of intervention of the GEP were identified as:

- Organizational Culture and Work Life Balance
- Recruitment, Selection and Career Development
- Internal and External Information and Communication
- Leadership, Decision Making and Key Bodies

This document is the result of a planning phase, in which objectives are defined, targets are set, actions and measures to remedy the identified problems are decided, resources and responsibilities are attributed and timelines are agreed upon.

During this phase, i3S committed with dedicated human resources and a working group was formed with key collaborators from: the Human Resources of i3S and the founder Institutes; the Unit for Responsible Conduct in Research; the Career Development Unit; the Data Protection Unit; the Communication Unit. The work group has also integrated stakeholders from the different research career stages, as the representatives from the Senior Researchers, Post Docs and Junior Researchers and PhD Students. The group also included members with decision making roles, as Group Leaders and a member of the Board of Directors of i3S.



The implementation phase starts immediately. In 2022, the activities will be implemented. We intend to publish the first Annual GEP Report by the end of the first trimester 2023, together with the i3S Annual Activities Report.

The monitoring phase will start once the actions are implemented and continuously from 2023. The process and the progress will be regularly followed up on and assessed. Findings from the monitoring exercise will allow adjustment and improvement measures and activities, so that the results can be optimized.



Introduction

Gender Equality is one of the Sustainable Development Goals (SDGs) that fulfill the 2030 Agenda for Sustainable Development adopted by the United Nations (UN) in 2015. From a gender perspective, as indicated by the United Nations, there has been progress over the last decades but, despite those gains, many challenges remain and gender equality by 2030 requires urgent action on the causes of discrimination that still restrict women's rights in private and public spheres.

Gender equality is a European priority and, in 2006, the European Institute of Gender Equality (EIGE) was founded with a central role of addressing the challenges of and promoting equality between women and men across the European Union (EU).

Moreover, gender equality has an important place in the policies of the European Commission (EC) and the objectives set in 2012 in the ERA Communication framework remain: gender equality in scientific careers; gender balance in decision-making; and integration of the gender dimension into the content of research and innovation (R&I).

The strategy of i3S and its founding institutes has been largely rooted on the social responsibility of promoting training, mobility and sustainable scientific employment in a flexible and forward-looking environment. i3S recognizes that all the human capital policy must be framed by gender equality principles, taking into account all the career stages, from students to senior researchers.

i3S follows a policy of non-discrimination and equality of their employees, according to which no one can be privileged, benefited, harmed or deprived of any right or exempt from any duty in reason, namely, of ancestry, age, sex, sexual orientation, marital status, family situation, economic situation, education, origin or social condition, genetic heritage, reduced work capacity, disability, chronic illness, nationality, ethnic origin or race, territory of origin, language, religion, political or ideological convictions and union membership.

As part of the Commission's Recommendation of 11 March 2005 on the European Charter for Researchers and on a Code of Conduct for the Recruitment of Researchers, i3S adopts the Open, Transparent and Merit Based Researcher Recruitment Principles (OTM-R), with the aim of conducting fair and transparent recruitment processes, bringing equal opportunities to all candidates.



The founder Institutes of i3S – IBMC, INEB and Ipatimup - are certified by the European Commission with the Human Resources Excellence in Research Award, which distinguishes institutions that make progress in aligning their Human Resources policies with the 40 principles of the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers, based on a customized HR action plan / strategy.

Although specific to the research area, the principles applicable to researchers are extended to all professional categories.

The Gender Equality Plan from i3S seeks to ensure that the perspective of gender and other conditions is fully incorporated into the organization's strategy.

Key figures

The i3S community counts approximately 1.300 collaborators, 70% of them female, with no significant variation since 2016 (Fig.1.A). We are using 2016 as the year of gathering at the i3S building of all collaborators from the founder institutes - IBMC, INEB and Ipatimup - and counting all the affiliated members from i3S and the three institutes.

The overall distribution of the members holding a work contract or a research fellowship follows the overall i3S numbers.

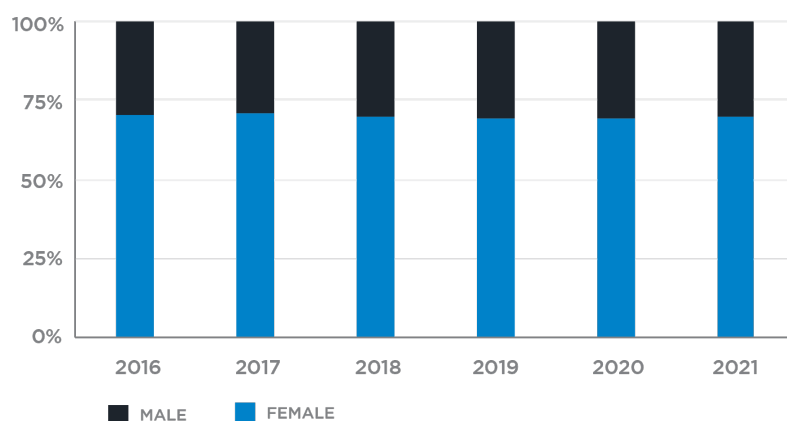
However, analyzing by professional research category, we found that the proportion of women decreases as the research seniority level increases (Fig.1.B to 1.E).

The contracts for junior researchers follow the approximate distribution of 70F-30M (Fig.1.B), decreasing for 60F-40M for assistant researcher (Fig.1.C) and 55F-45M for principal researcher (Fig.1.D).

Also, for the academia members (professors with a work contract with a faculty), the distribution is almost 50F-50M (Fig.1.E).

The number of Master and PhD students follows the overall distribution of 70F-30M.

A. % of i3S MEMBERS



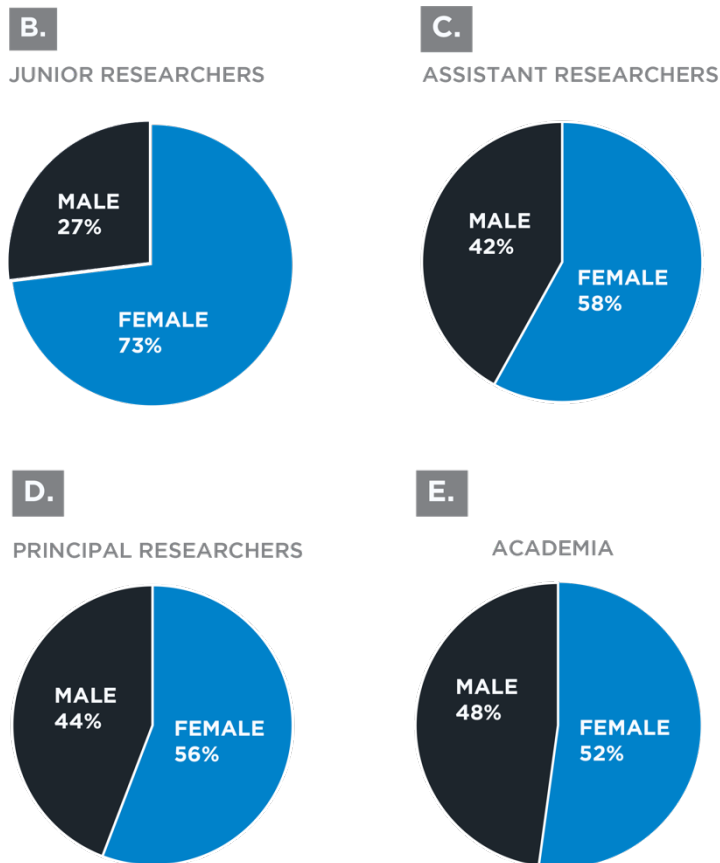


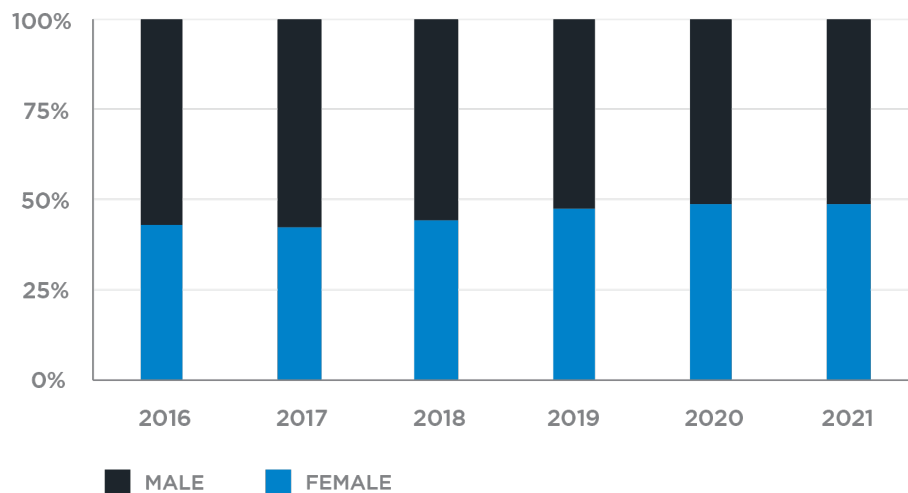
Figure 1: Overall gender distribution with i3S members from 2016 to 2021 (A) and gender distribution by professional research category in 2021 (B to E).

Analyzing by **leadership positions and decision-making bodies**, once again, the distribution is different from the overall gender distribution of 70F-30M (Fig.2.A).

There is an equal distribution of 50F-50M among group leaders, with a slight increase in women group leaders since 2018.

In fact, looking at the applicants for a group leader position since 2016, the success rate for women is higher than for men (Fig.2.B).

A. % OF i3S GROUP LEADERS BY GENDER



B. % GROUP APPLICATIONS APPROVED

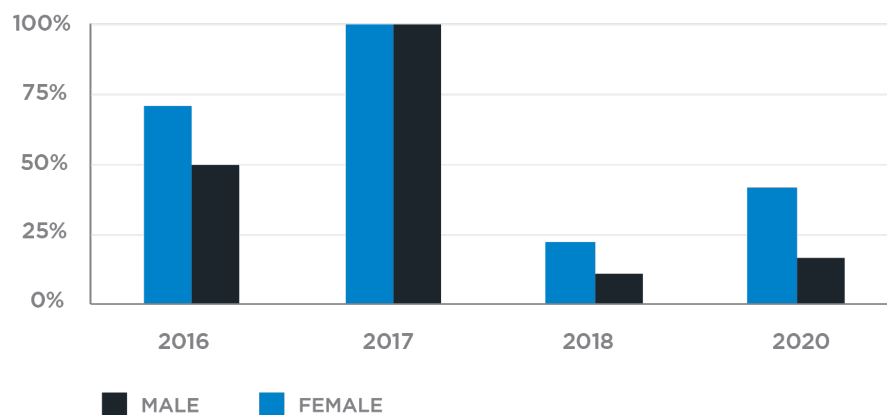


Figure 2: i3S Group Leaders by gender (A), i3S approval rate of Group Leader applications by gender (B).



The Board of Directors is composed by 6 men and 2 women (75% and 25%, respectively) (Fig.3.A).

The three integrative research programs at i3S have 3 male coordinators. There are 4 women and 2 men as vice-coordinators (Fig.3.B).

The External Advisory Board is composed by 6 men and 1 woman (Fig.3.C).

The Committee for Ethical and Responsible Conduct of Research is composed by 3 men and 4 women (Fig.3.D).

Decreasing on the stage of career, the the representatives of the PhD students include 4 women and 2 and the PostDoc representatives include 3 women and 1 man (Fig.3.E).

The Evaluation Committee for the creation of new Research Groups is composed by 67% male advisors (Fig.3.F).

There are 5 women and 7 men in the Advisory Committee (Fig.3.G).

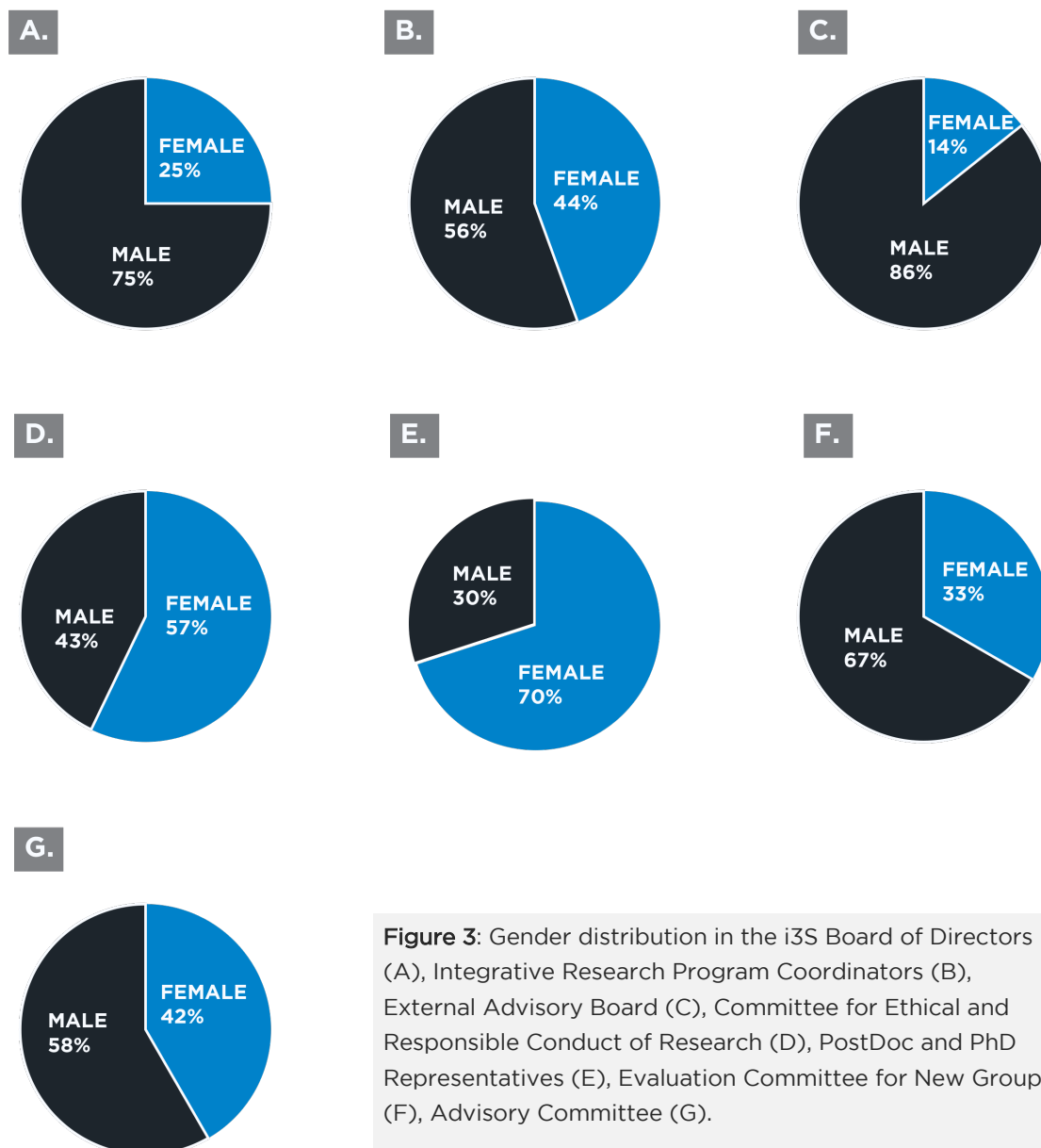


Figure 3: Gender distribution in the i3S Board of Directors (A), Integrative Research Program Coordinators (B), External Advisory Board (C), Committee for Ethical and Responsible Conduct of Research (D), PostDoc and PhD Representatives (E), Evaluation Committee for New Groups (F), Advisory Committee (G).

Regarding **scientific performance**, we will focus on scientific publications and research projects.

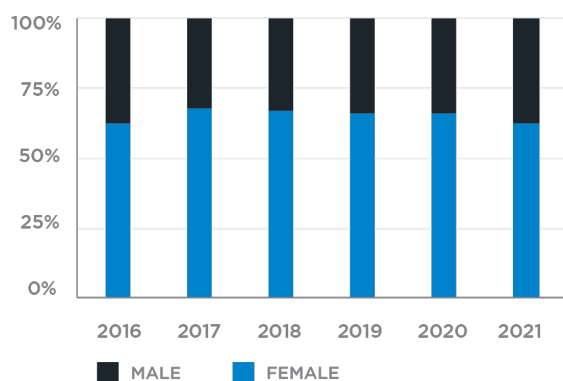
The distribution by 1st author of scientific papers approximates the overall distribution of i3S 70F-30M (Fig.4.A) and the female proportion decreases as last author (Fig.4.B).

The distribution of Principal Investigators of research projects is stable since 2016 and the proportion of women is slightly lower than the overall distribution of 70F-30M at i3S (in line with the % of Group Leaders), as seen in Fig.4.C.

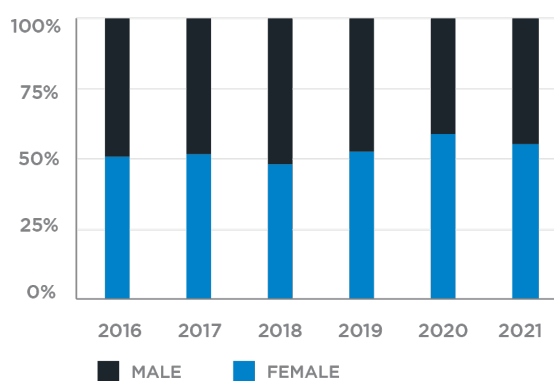
From all the scientific project applications submitted to funding agencies between 2018 and 2020, ~60% were from women applicants (Fig.4.D).

The success rates for funding are slightly higher for women applicants (Fig.4.E).

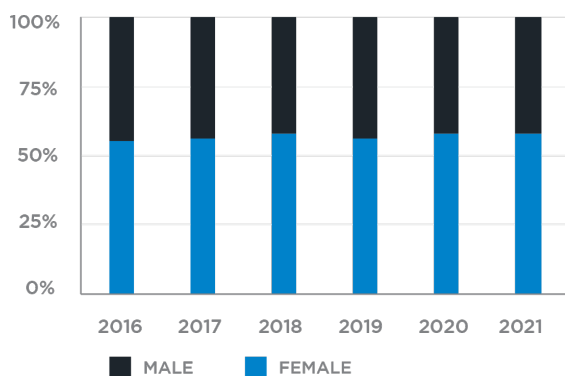
A. 1ST AUTHOR PUBLICATIONS



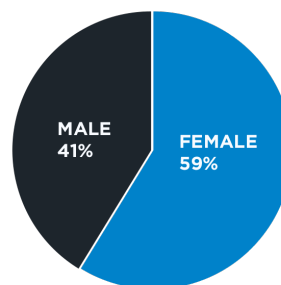
B. SENIOR AUTHORS PUBLICATIONS



C. PROJECT PIs



D. % PROJECT APPLICATIONS



E. % FUNDED PROJECTS

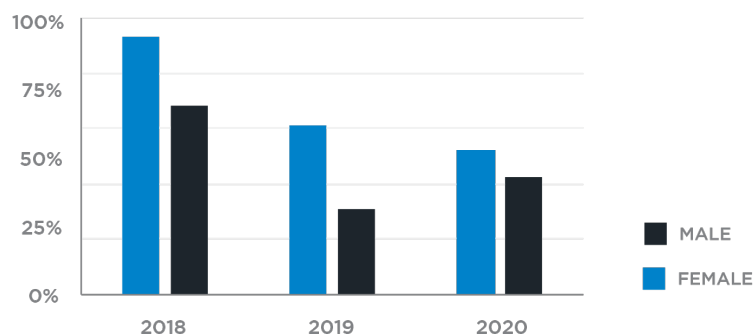


Figure 4: Scientific performance by gender. Percentage of 1st author publications (A), Senior author publications (B), Project Principal Investigators (C) between 2016 and 2021, Project Applications (sum between 2018 and 2020) (D), and % of Funded Projects between 2018 and 2020 (E).

Focusing on the **recruitment** of researchers for work contracts or research fellowships, the juries have a representation of 60F-40M, since 2016 (Fig. 5.A).

The next numbers cover the period, once March-September 2020, once the applications tool of i3S was implemented in March.

In the period between March-September 2021 (the applications tool of i3S was implemented in March 2021), i3S and the founder institutes opened 27 calls for work contracts and 16 calls for research fellowships.

A total of 879 applications were received for these 43 calls, from which ~70% were from female applicants and ~30% from male applicants. In total, 30 women and 13 men were selected for these positions (Fig.5.B), representing ~70% and 30% of female and male candidates, which is similar to the proportion between application candidates by gender and the overall distribution of 70F-30M at i3S. Considering the total number of candidates by gender, the success rates are shown in Fig.5.C.

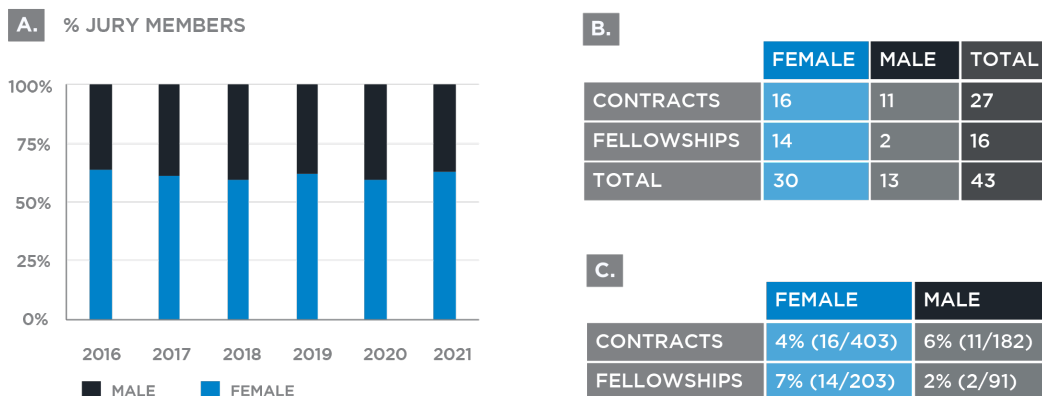
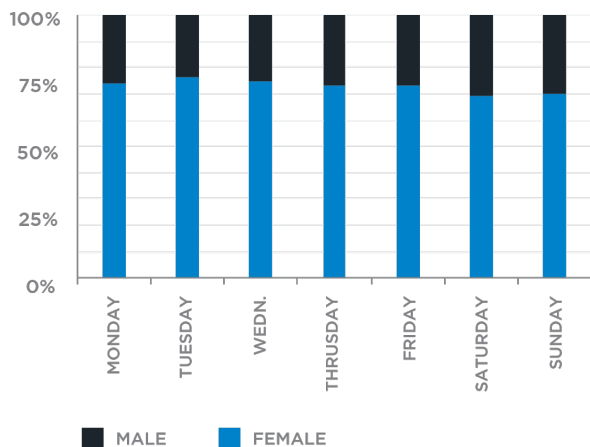


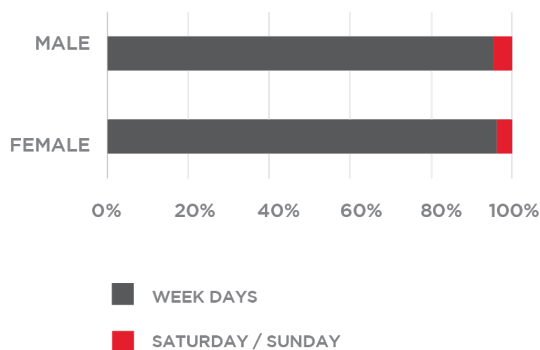
Figure 5: Recruitment data per gender. Percentage of Jury members by gender (A), selected candidates for opened positions by gender, March-Sept. 2021 (B), success rates of the applicants for opened positions by gender, March-Sept. 2021 (C).

The following data are intended to demonstrate the **distribution of work at the i3S, in terms of hours and according to the days of the week**. A random week of October 2021 was used. The proportion of emails sent by men and women approximates the overall proportion of the i3S 70F-30M (Fig.6.A) and about 4% of these emails (1388/34709) were sent on Saturday and Sunday (Fig.6.B). 15 % of emails were sent before 8AM and after 6PM on weekdays (Fig.6.C), with no significant differences between men and women, compared to the global proportion of the i3S 70F-30M. The i3S room bookings for internal and external meetings in 2021 (data available up to September 2021) show that, of the 5694 bookings, 201 (*i.e.* ~4%) took place after 6 pm or on weekends (Fig.6.D).

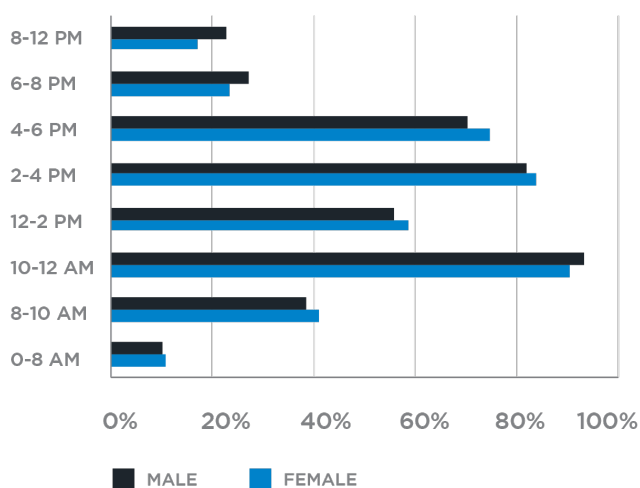
A. % OF SENT EMAILS



B. % SENT EMAILS DURING 1 WEEK IN OCTOBER 2021



C. % OF EMAILS DURING REGULAR WEEKDAYS



D. % OF ROOM BOOKINGS

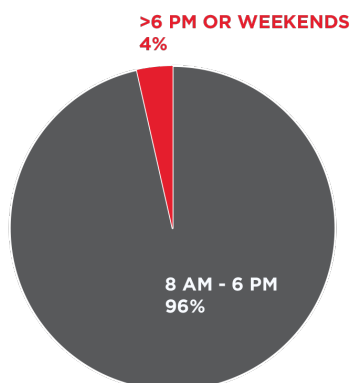


Figure 5: Work and personal life balance at i3S, as assessed by analyzing the % of daily sent emails by gender during one week in October 2021 (A), the total % of sent emails during workdays and at the weekend sent by either female or male i3s members (B), the % of emails sent by gender at different time periods during regular weekdays (C), and the % of meeting room bookings after 6 pm on weekdays or during the weekends (D).

The following data intend to assess the **distribution of family responsibilities** between women and men at i3S.

A. PARENTAL LEAVES

	FEMALE	MALE
2016	91% (10/11)	9% (1/11)
2017	76% (16/21)	24% (5/21)
2018	62% (13/21)	38% (8/21)
2019	74% (28/38)	26% (10/38)
2020	78% (31/40)	23% (9/40)
2021	75% (18/24)	25% (6/24)

B. LEAVES TO CARE FOR CHILDREN

	FEMALE	MALE
2019	100% (6/6)	0% (0/6)
2020	92% (11/12)	8% (1/12)
2021	92% (11/12)	8% (1/12)

Figure 7: Parental leaves (A) and leaves to care for children (B) per gender between 2016 and 2021.

The number of parenting leaves follows the overall proportion of the i3S 70F-30M (Fig.7.A). On the other hand, requests for leave to care for minor children were made almost exclusively by women and the small number of these requests should be highlighted (Fig.7.B), compared to the work contracts in progress at i3S and at the three Founding Institutes.



Conclusions

The overall distribution of i3S collaborators by gender is 70F-30M.

The proportion of women decreases as the seniority career stage increases.

The institutional decision-making bodies at i3S are mostly composed by men.

The indicators for research performance, as publications and research projects, does not show a significant difference between male and female researchers, as well as the indicators for the work outside official working hours. 90% of the leaves of absence for child support were submitted by women.

Areas of Intervention – Action Plan

The main areas of intervention of this GEP were identified taking into account the statistical analysis and the institutional strategic objectives in this area:

1. **Externally**, on the development of activities that contribute to promote an improved gender balance among the candidates to research careers;
2. **Internally**, supporting policies that facilitate the career advancement of women, both on research, technical and administrative careers.

This led to the identification of four areas, among the appointed by the European Institute for Gender Equality:

1. Organizational Culture and work life balance

The organizational culture and work-life balance are key factors that contribute to creating an enabling environment for both women and men to have fulfilling careers in the research sector. This area covers all aspects that promote an enabling working environment in which both women and men can thrive, feel good in their jobs, enjoy equal opportunities to develop their careers and have fulfilling lives. This is a broad thematic area that covers issues such as childcare provisions and maternity / paternity / parental leave provisions.

2. Recruitment, Selection and Career Development

Recruitment, selection and career progression support measures aim at ensuring that women and men get equal chances to develop and advance their scientific careers. Actions are needed to avoid gender discrimination along the career path in research. It is thus important to critically review the existing selection processes and procedures at all stages and to remedy biases where these occur.



3. Internal and external information and communication

Raise awareness within the community regarding gender balance issues: disseminating good practices and role models, with the aim of promoting the example of staff and students with relevant academic achievements, careers and/or top decision-making and management/leadership positions; using inclusive language in internal communication; adopting a responsible advertising policy, which prevents the use of gender stereotypes and promotes diversity.

4. Leadership, Decision Making and Key Bodies

Gender balance in leadership and decision-making positions is a key concern at the EU level. The Council conclusions on advancing gender equality in the European research area

<http://data.consilium.europa.eu/doc/document/ST-14846-2015-INIT/en/pdf> invited relevant authorities to set up guiding targets for better gender balance in decision-making bodies including leading scientific and administrative boards, recruitment and promotion committees as well as evaluation panels.

All genders should have equal access to a balanced participation in leadership and (formal and informal) decision-making structures. Decision-making itself has to be gender-sensitive (or gender-responsive) because it takes into account gender differences and aims at promoting gender equality. When the top of the organization explicitly supports gender equality, legitimacy is given to the issue and all can feel safe raising gender matters when decisions need to be taken.

1. ORGANIZATIONAL CULTURE AND WORK LIFE BALANCE

OBJECTIVES	TASKS	INDICATORS	TARGETS AND TIMING	RESPONSIBILITIES
1.1 To promote gender equality as part of the organizational culture at i3S	<ul style="list-style-type: none"> - Chapter at the i3S annual reports regarding gender balance issues - Regular references to gender balance issues at the i3S newsletter - Establishment of a Gender Equality Committee 	<ul style="list-style-type: none"> - i3S annual report - Number of references at the i3S newsletters - Gender Equality Committee 	<ul style="list-style-type: none"> - Publication of the i3S annual report 31/03/2023 - Quarterly reference at the i3S newsletter 30/06/2022 - Appointed a Gender Equality Committee and defined a gender equality training plan for the GEP Committee 30/06/2022 	Board of Directors Human Resources Communication Unit
1.2 Promotion of a safe environment free from harassment and discrimination	<ul style="list-style-type: none"> - Reference of the Code of Conduct to Prevent and Combat Workplace Harassment at the Welcome Sessions for new members - Inclusion of gender equality topics at the regular training promoted by the Unit for Responsible Conduct in Research - Inclusion of gender equality references at the: i3S Guidelines for Post-Doctoral Appointees and their Research Advisors, i3S Guidelines for Graduate Students and Their Supervisors, i3S Guidelines for Research Group Leaders and Research Careers at i3S 	<ul style="list-style-type: none"> - Welcome Guide - Number of harassment reports - Number of actions resulting from harassment reports - Number of training sessions by the Unit for Responsible Conduct in Research - i3S Guidelines for Post-doctoral Appointees and their Research Advisors, i3S Guidelines for Graduate Students and Their Supervisors, i3S Guidelines for Research Group Leaders and Research Careers at i3S 	<ul style="list-style-type: none"> - A new version of the Welcome Guide 30/06/2022 - All reports of harassment must lead to corrective or preventive action 31/12/2022 - A new script for the training sessions of the Unit for Responsible Conduct in Research 30/06/2022 - A new version of the i3S Guidelines for Post Doctoral Appointees and their Research Advisors, i3S Guidelines for Graduate Students and Their Supervisors, i3S Guidelines for Research Group Leaders and Research Careers at i3S 30/06/2022 	Board of Directors Human Resources Communication Unit Unit for Responsible Conduct in Research Career Development Unit
1.3 To promote a work-life balance for all individuals within the organization	<ul style="list-style-type: none"> - Guidelines to define flexible working hours' conditions - Rules for professional interactions outside regular working hours - Promotion of actions to reduce the gender differences for leaves related to child or senior care - Protocols with service provider organizations that facilitate the reconciliation between personal and professional life 	<ul style="list-style-type: none"> - A guideline about flexibility of work and collection of relevant legislation - Internal regulation about interactions outside regular working hours and collection of relevant legislation - Disclosure of the existence of parenting and family support measures - Number of protocols with service provider organizations and information of geographical close resources 	<ul style="list-style-type: none"> - A guideline document about flexibility of work published at the i3S Portal 30/06/2022 - An internal regulation about interactions outside regular working hours at the i3S Portal 30/06/2022 - Updated information about relevant legislation at the i3S portal 30/06/2022 - Updated information about social security support at the i3S portal 30/06/2022 - Five protocols with services providers 30/06/2022 	Board of Directors Human Resources Communication Unit

2. RECRUITMENT, SELECTION AND CAREER DEVELOPMENT

OBJECTIVES	TASKS	INDICATORS	TARGETS AND TIMING	RESPONSIBILITIES
<p>2.1 To ensure gender-sensitive recruitment and selection</p>	<ul style="list-style-type: none"> - Recommendation for gender balance within job selection committees - Training on interview techniques for avoidance of gender bias in recruiting - In face of equal evaluation, to encourage the selection of a candidate from the under represented gender 	<ul style="list-style-type: none"> - Gender ratio in selection committees - Gender ratio by research area and transversal units - A training set for interviews 31/12/2022 	<ul style="list-style-type: none"> - 50/50 of gender ratio in selection committees 31/12/2022 - A general gender ratio lower than the 2021 i3S general ratio, 70F-30M 31/12/2022 - A training set for interviews 31/12/2022 	<p>Board of Directors Human Resources</p>
<p>2.2 To ensure gender-sensitive career development</p>	<ul style="list-style-type: none"> - Recommendation for gender balance within evaluation committees - To include a gender equality reference at the Individual Development Plans (IDP) provided by the Career Development Unit to students and their supervisors, helping students to recognize any unconscious bias that may influence their actions - To raise awareness for the influence of gender concepts at individual interactions promoted by the Career Development Unit 	<ul style="list-style-type: none"> - Gender ratio in evaluation committees - New version of the Individual Development Plans (IDP) - A follow up report of individual sessions promoted by the Career Development Unit 	<ul style="list-style-type: none"> - 50/50 of gender ratio in evaluation committees 31/12/2022 - Disclosure of a new version of the IDP at the i3S Portal 30/06/2022 - An annual follow up report about gender issues pointed at individual sessions 31/01/2023 	<p>Board of Directors Human Resources Career Development Unit</p>

3. INTERNAL AND EXTERNAL INFORMATION AND COMMUNICATION

OBJECTIVES	TASKS	INDICATORS	TARGETS AND TIMING	RESPONSIBILITIES
3.1 Inclusive language recommendation	<ul style="list-style-type: none"> - Creation and implementation of communication guidelines to ensure the use of gender-neutral language - Creation of a revision process of institutional texts, images, website materials, etc 	<ul style="list-style-type: none"> - Number of external complaints and internal warnings regarding gender-biased communications 	<ul style="list-style-type: none"> - All complaints analyzed and leading to corrections if needed 31/12/2022 	Board of Directors Communication Unit
3.2 To ensure gender-perspectives in the organization of conferences and events	<ul style="list-style-type: none"> - Recommendation for gender balance within speakers, as well as scientific and organizing committees 	<ul style="list-style-type: none"> - Gender ratio of speakers and organizing committees 	<ul style="list-style-type: none"> - 50/50 ratio 31/12/2022 	Board of Directors Events Unit
3.3 To engage the i3S community in the discussion of gender equality practices	<ul style="list-style-type: none"> - To organize a Gender Equality seminar at the i3S Retreat 	<ul style="list-style-type: none"> - Number of attendants at the seminar 	<ul style="list-style-type: none"> - Similar to the number of attendees at the others i3S Retreat seminars 31/12/2022 	Board of Directors Events Unit Communication Unit Human Resources
3.4 To raise awareness of role models of under-represented genders in specific academic, management and research areas	<ul style="list-style-type: none"> - Disclose of examples of researchers that created a determining impact on science or society - Disclose of Alumnae success histories - Disclose of decision bodies or management structures falling out of the pattern 	<ul style="list-style-type: none"> - Number of stories at the i3S newsletter - Seminar dedicated to presentation of success cases at the i3S Retreat 	<ul style="list-style-type: none"> - A quarterly story at the i3S newsletter 30/06/2022 - One seminar dedicated to the success cases at the i3S Retreat 31/12/2022 	Board of Directors Events Unit Communication Unit Human Resources

4. LEADERSHIP, DECISION MAKING AND KEY BODIES

OBJECTIVES	TASKS	INDICATORS	TARGETS AND TIMING	RESPONSABILITIES
<p>4.1 To promote gender balance in leadership positions</p>	<ul style="list-style-type: none"> - To raise awareness about current ratios among group leaders and increase the proportion of the underrepresented gender at leadership positions - To provide training on leadership skills to the i3S community 	<ul style="list-style-type: none"> - Gender ratio in group leader positions at the i3S Annual Report - Number of training sessions in leadership 	<ul style="list-style-type: none"> - Reference of the current gender ratios in group leader positions at the i3S Annual Report 31/03/2023 - One training sessions in leadership 31/12/2022 	<p>Board of Directors Advanced Training Unit Career Development Unit</p>
<p>4.2 To promote gender balance in decision making and key bodies</p>	<ul style="list-style-type: none"> - To raise awareness about current ratios among decision making and key bodies and encourage the increase of the proportion of the underrepresented gender 	<ul style="list-style-type: none"> - Reference of the current ratios at the minutes of key bodies meetings, before elections or appointments - Reference to the objective of gender equality in key bodies regulations 	<ul style="list-style-type: none"> - All decision-making bodies have at least one minute referring the gender group composition 31/12/2022 - All decision-making bodies regulations have at least one minute referring the principle of gender parity 31/12/2022 	<p>Board of Directors Human Resources</p>

References and relevant resources

2030 Agenda for Sustainable Development, United Nations,
<https://www.un.org/sustainabledevelopment/development-agenda/>

Gender Equality in Academia and Research - GEAR tool | EIGE Available at: <https://eige.europa.eu/gender-mainstreaming/toolkits/gear>

Webpage from the EC on [Gender equality in research and innovation](#);

Factsheet “[Gender Equality a strengthened commitment in Horizon Europe](#)” published by the EU

[Factsheet on Gender Equality Plans in Horizon Europe](#) by NCP_WIDE.NET

[Roadmap To Gender Equality Plans](#) in Research and Higher Education Institutions - Short Guide by EIGE;

[Gender Equality Plan from UBI](#) (UBIqual Project)

The International Iberian Nanotechnology Laboratory Gender Equality Plan,
<https://static1.squarespace.com/static/5e2085c6daad98323a3055ac/t/60b559f54d872516fe2e1ea8/1622497784218/GEN-DIR-008+-+INL+Gender+Equality+Plan.pdf>

Gender equality plan – University of Bologna,
<https://www.unibo.it/en/university/whowe-are/gender-equality-plan>

Gender Equality Plan 2021 Gender Balance@Técnico, Instituto Superior Técnico, https://tecnico.ulisboa.pt/files/2021/05/gender-equality-plan_2021.pdf

Plano de Igualdade de Género da ESE.IPP; Projeto Diagnóstico e Implementação da Igualdade de Género na Escola Superior de Educação do Instituto Politécnico do Porto,
https://recipp.ipp.pt/bitstream/10400.22/11554/1/Plano%20de%20igualdade_ESE.IPP.pdf

Gender Equality Plan; University of Minho, School of Engineering,
[file:///H:/Downloads/UMINHO-Gender-Equality-Plan%20\(1\).pdf](file:///H:/Downloads/UMINHO-Gender-Equality-Plan%20(1).pdf)



Materials and Methods

Gender distribution within the general i3S community and specific sub-groups, scientific performance of researchers, researcher recruitment, indicators of work-personal life balance and distribution of family responsibilities were analyzed for the purpose of this Gender Equality Plan. Data were collected from the i3S Identity Management application, i3S Job Application database, i3S Project databases, i3S Paper database, i3S Room Reservation application and i3S e-mail server. Data were analyzed according to gender and presented either as a percentage (of the total number of individuals/variables being analyzed) or as number of individuals/variables being analyzed.

Data presented in Figures 2.B, 4.E and 6.C were normalized by gender, e.g., Figure 2.B shows the percentage of Group applications approved by gender in relation to the total applications from either female or male researchers.

Graphs were generated using Microsoft Excel (Microsoft Office 365, Excel version 2112).