

Based on the Act on Protection against Discrimination (Official Gazette of the RS, No. 33/16 and 21/18 - ZNOrg), the Act on Equal Opportunities for Women and Men (Official Gazette of the RS, No. 59/02, 61/07 - ZUNEO-A , 33/16 – ZVarD and 59/19), Resolution on the National Program for Equal Opportunities for Women and Men 2015-2020 (Official Gazette of the Republic of Slovenia, No. 84/15) and Resolution on the Research and Innovation Strategy of Slovenia 2011-2020 (Official Gazette RS, No. 43/11),

POLICY FOR ENSURING GENDER EQUALITY IN THE BUSINESS SYSTEM PAPILOT INSTITUTE

When implementing the principle of gender equality at business system of Zavod Papilot, we take into account the Declaration of Human Rights, the guidelines of the European Commission, the European Institute for Gender Equality, and other relevant documents and strategies.

I. INTRODUCTORY PROVISIONS

The policy of gender equality in business system Papilot is intended to ensure a working environment that is sensitive to gender and other discrimination or distinctions, such as unjustified discrimination based on physical disability, gender identity, sexual orientation, age, religion, social status or other characteristics, due to who may be treated less well and therefore have less chance of success and participation in all processes of the Papilot Institute. At business system of Zavod Papilot, there is zero tolerance for any kind of discrimination.

Definition of gender equality:

Gender equality means that women and men are equally recognizable, have the same power and are equally involved in all areas of public and private life, that they have the same position and the same opportunities to enjoy all rights and to develop their personal potential, with which they contribute to social development, and equally benefit from the results that development brings. Gender equality is realized by ensuring and implementing legal equality, equal treatment or non-discrimination and equal opportunities.

II. PURPOSE

The purpose of this policy is to:

1. To raise awareness of the seriousness of the problems of gender inequality.
2. To provide gender equality in the workplace.
3. To improve the working climate in the company.
4. Provide protection to workers against gender discrimination.
5. Define measures to prevent gender discrimination.
6. Define procedures for determining gender inequality.

III. MEASURES TO ENSURE GENDER EQUALITY

The business system Papilot Institute has taken the following measures to ensure gender equality:

1. Gender equality is guaranteed in the organization and systematization acts.
2. Equal pay for equal work is guaranteed, regardless of gender or sexual orientation.
3. Equal opportunities are guaranteed for all promotions.

4. The business system Papilot Institute provides regular training and awareness raising for employees in the field of gender equality.
5. The business system Papilot Institute provide an annual analysis of equal representation of the gender.
6. With the "Regulation on the Prohibition of Sexual and Other Harassment or Mistreatment at the Workplace", The Papilot Institute ensured the prevention and the treatment of violence.
7. The business system Papilot Institute has authorized person to report gender inequality.
8. The business system Papilot Institute provides opportunities for work-life balance.
9. The business system Papilot Institute ensures a good organizational culture.

VI. PROCEDURE FOR IDENTIFYING AND SANCTIONING GENDER INEQUALITY IN THE WORKPLACE

1. A person who believes that they are not treated equally in the workplace due to gender, should first reports this to their supervisor and tries to resolve the matter at this level.
2. If a person who believes that they are not treated equally because of their gender is not successful at the first level, they should contact the authorized person for gender equality at the Papilot Institute. The authorized person collects and reviews all documentation. Prepares a report on the findings and reports to the Council of the Papilot Institute.
3. The Board of the Institute considers the report and takes measures. Based on the level and nature of the violation, it decides on the method of action.

V. FINAL PROVISIONS

As the authorized person for reports of gender inequality is designated Vesna Tavčar.

The person authorized to accept applications undertakes to inform the applicant throughout the procedure about the progress of the procedure and about any measures initiated by the employer.

The employer ensures that the process of determining gender inequality at the workplace is confidential and that the personal dignity and privacy of the applicant/victim and the alleged perpetrator are fully protected.

The employer undertakes to provide all those involved with a fair and impartial hearing and consideration.

The rules are published on the notice board of the Institute Papilot and are kept in the archive of internal documents of the Institute.

All employees must be able to view the Rules throughout their validity.

The rules come into force on 01/01/2022

In Ljubljana, 22.12.2021

Mag. Stojan Zagorc
President of Supervising Board

