

Gender Equality Plan of SGKV e.V.

The Gender Equality Plan (GEP) of the Studiengesellschaft für den Kombinierten Verkehr e.V. (SGKV) has been created to improve the quality and relevance of all its research and innovation activities, attract and retain talent, and ensure maximization of potential. The living document is intended to further aid the associations' goal of developing and promoting sustainable combined transport for freight logistics.

The GEP of SGKV consists of the commitments of the office of the association towards institutional and cultural change that are necessary to achieve gender equality. All levels of the association's office from the managing board to the project managers to the Scientific employees were engaged in the audit and planning phases of the GEP. Furthermore, all these stakeholders will also be continuously involved in the implementation, monitoring, and evaluation phases. In accordance with the requirements of the European Union, the following framework ensures that the GEP of the association's office has specific objectives and measures, concrete dedication of resources, monitoring structures, apart from focus on continuous training and capacity building. It is planned to publish a progress report in the first quarter of each year for the past calendar year.

1. Objectives and Measures

a. Objectives

The Gender Equality objectives of SGKV are as follows:

- i. Ensure a uniform organization culture and an inclusive work-life balance.
- ii. Provide equal leadership opportunities.
- iii. Promote gender equality in recruitment and career development.
- iv. Consider gender perspectives in research and training activities of the association.
- v. Zero tolerance for sexual harassment and gender-based violence.

b. Measures

- Provision of parental leave to both women and men employees of SGKV
- Providing flexible working time arrangement including possibilities for remote working to all the employees of SGKV
- Conducting workload management Jour Fixe periodically to distribute different tasks among the SGKV Team with focus on equitability and transparency
- Enabling opportunities for leadership mentoring and networking to the employees of SGKV to develop their leadership competencies

- Following a transparent code of conduct for recruitment and promotion of employees without gender biases
- Following an open and publicly advertised recruitment and selection process including a blind assessment of CVs
- Assessing research quality than quantity along with weightage for soft skills such as project leadership, student supervision and administrative responsibilities
- Evaluating gender dimension like impact assessment for integration in the research and training activities of SGKV
- Following a culture of zero tolerance for sexual harassment and gender-based violence by providing awareness on behaviours, reporting, support, and measures to all employees of SGKV

c. Goals for 2023

- i. Provide flexible working time arrangement including remote working
- ii. Conduct workload management Jour Fixe at least every two weeks
- iii. Enable leadership mentoring and networking opportunities
- iv. Assess research quality, soft skills, and administrative responsibilities in annual review
- v. Evaluate gender dimension for integration in the research and training activities
- vi. Follow zero tolerance for sexual harassment and gender-based violence

2. Dedicated Resources

The Executive Member of the Board of SGKV is entrusted as the position responsible for the development and implementation of the GEP. However, resources for specific measures will be delegated to the SGKV Team by the Executive Member of the Board, as necessary. Considering the small size of around five full time employees, the entire Team of SGKV office will be engaged as a working group (Gender Equality Team) to implement the measures identified each year, along with annual review meetings wherein the evaluation would be conducted. Moreover, the managing board of the association will actively consider the gender perspective in all the financial processes and procedures of the institution as a good governance strategy.

3. Data Collection and Monitoring

The goal of monitoring actions is to collect data about the implementation of the planned measures with respect to the objectives of the GEP and then evaluate them annually. The collected data will be utilized for establishing the baseline, performing the gender equality analysis, and for communication purposes. The indicators for monitoring the GEP of SGKV are as follows:

- Number of SGKV employees (both women and men) with flexible and remote working time arrangement per year
- Number of workload management Jour Fixe conducted per year
- Number of leadership mentoring and networking opportunities provided to women and men employees of SGKV per year
- Number of annual reviews for SGKV employees (both women and men) with quality, soft skill, and administrative focus along with project outcomes
- Number of research and training activities that were integrated with gender dimensions per year
- Number of sexual harassment and gender based violences per year

The above set of indicators are tailored to the goals of 2023 and will be updated as required according to the goals for each year as a significant section of this living document. The data for these indicators will be collected and analysed as a key action of the Gender Equality Team. The results of the analysis will be published as a part of the annual report of SGKV. The Managing Board of the association would then review the multi-year progress on the GEP objective and provide guidance accordingly.

4. Training and Capacity building

Training, capacity- and awareness building actions will be organized to ensure practice of gender equality and avoid unconscious gender biases. The entire office of the association comprising of the Executive Member of the Board, Senior Project Manager, Project managers, Scientific and Student Employees would be engaged in long term training programs. Specifically, these training programs would help address the gender bias with respect to recruitment, career development, work-life balance, skill profiling, availability, mobility, and for leadership opportunities. These training programs and workshops are planned together with the annual meetings of the working group created with the Gender Equality Team of SGKV. Being an industry association engaged in research and teaching activities, the training would also include provision of tools to impart the gender dimension for research and teaching activities of the association. The repository of GEP and evaluator reports along with the annual review meetings would serve as a platform for sharing expertise about Gender Equality within SGKV.

Berlin, 17. May 2023



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