



# Gender Equality and Non-Discrimination Plan

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# Introduction

Equality has been formally recognized as a fundamental and indisputable value in Portugal since the 1976 Constitution. However, several international legal instruments already stipulated the application of this principle to men and women. The Universal Declaration of Human Rights, the European Union Treaty, the European Pact between Men and Women, Article 13 of the current Constitution of the Portuguese Republic, and various provisions of the current Labour Laws, unequivocally express that equality of gender is a fundamental right for the development of societies.

The Resolution of the Council of Ministers nº 61/2018, coordinated by the Commission for Citizenship and Gender Equality, the National Strategy for Equality and Non-Discrimination, places equality between men and women and the fight against discrimination based on sexual orientation, gender identity and expression, and sexual characteristics.

In pursuit of these objectives, the Instituto Superior de Tecnologias Avançadas de Lisboa, henceforth referred to simply as ISTECS Lisboa, considering its Code of Ethics and Conduct which, in Chapter III (Gender Equality, Prevention and Combating Moral Harassment and Sexuality), has already established a set of principles and procedures in this matter, and draws up the Plan for Gender Equality and Non-Discrimination.

It is intended, therefore, as already formally highlighted in ISTECS Lisboa's Strategic Plan, to guarantee the following: equal rights, responsibilities and opportunities for women, men and those who do not conform to the binary gender system.

This document seeks to stimulate and create a greater awareness of ISTECS Lisboa's academic community and assume a clear formal commitment in the field of gender equality and non-discrimination.

It has always been a concern of ISTECS Lisboa, even before the preparation of this plan, to institutionalize a human resources policy that would move towards parity and that would value employees according to their knowledge and skills and not on other characteristics that could be affiliated with indications discriminatory.

It should be noted that, traditionally, the area of information technologies was and is, a domain where the male gender has a greater number of protagonists, either as students, teachers or professionals. Therefore, we have the undisguised conviction that ISTECS Lisboa will do everything to ensure that the desire of more women in the area of information technologies can be achieved, in the medium and long term.

# Characterization of the Higher Institute of Advanced Technologies of Lisbon

ISTEC Lisbon, as a private higher education entity, of a polytechnic nature and with a pedagogical project focused exclusively on the area of information technologies, taking into account its history, its mission and its values, assumes itself as an institution of multicultural higher education, dedicated to higher education and applied research, fundamentally in the area of computer science and, subsidiary, in the area of audio-visuals and media production, which contributes to providing citizens with knowledge and skills with an impact on sustainable development, both at a regional level (Greater Lisbon area) and at a global level (European space).

**The core values of ISTEC Lisbon are the following:**

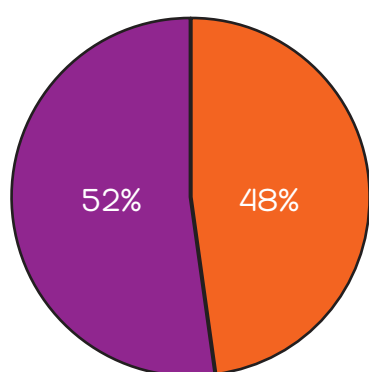
- a) Human Dignity,**
- b) Equality,**
- c) Autonomy and individual freedom in the production of knowledge,**
- d) Diversity of thought and opinion,**
- e) Integrity, rigour and academic honesty, in all situations involved in teaching/learning processes or scientific research, as well as in relations with the surrounding environment,**
- f) Active citizenship, awareness and social responsibility,**
- g) Democracy,**
- h) Stimulating environmental, social and economic sustainability,**
- i) Transparency in the decision-making process and accountability**
- j) Compliance with the privacy and confidentiality of personal data contained on file and databases of ISTEC Lisbon and compliance with the General Data Protection Regulation (RGPD) (EU Regulation 679/2016, of April 27)**
- k) Rejection of all discriminatory attitudes based on ethnicity, nationality, gender, political, ideological, cultural or sexual orientation.**

# Human resources characterization indicators

It is necessary to present, in this plan, an overview of the people who carry out the professional activity at ISTECLisbon. Thus, we proceeded to collect and analyse statistical data organized by gender and referring to teaching and research staff, technical staff and administrative staff.

Taking 2021 as a reference, the situation is, globally, as follows:

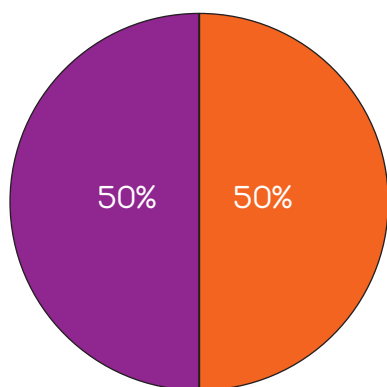
## Employees by Gender



13 Male  
12 Female

Considering the totality of technical and administrative personnel, there is practically gender equality. Male employees represent 52% and female employees, 48%.

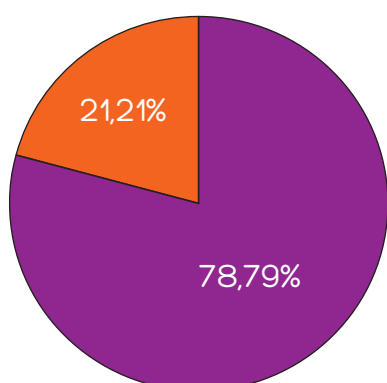
## Directors by gender



4 Male  
4 Female

At this level ISTECLisbon, there is gender equality.

## Teaching and research staff by gender:



26 Male  
7 Female

Teaching and research staff, in line with what happens in Portugal and the area of Computer Science, it appears that males are predominant (78,79%).

# Plan's Objectives

This plan was prepared using as a reference the Guide produced by CITE - Commission for Equality in Work and Employment, and documentation from CIG - Commission for Citizenship and Gender Equality.

## **1. Strategy**

Recognize the equal social value of men and women, as well as their respective status and pass this principle and assertion on in ISTECS Lisbon's mission and legal framework, assuming the principle of gender equality and implementing practices that can achieve it.

## **2. Equal working conditions**

Incorporate equality and non-discrimination between men and women in the following areas:

- a. Remuneration policies;
- b. Career progression;
- c. Career management.

The implementation of the principle of gender equality in the areas referred to above presupposes the scrupulous observation of the following principle: equal pay for equal work or work of equal value.

## **3. Equal access**

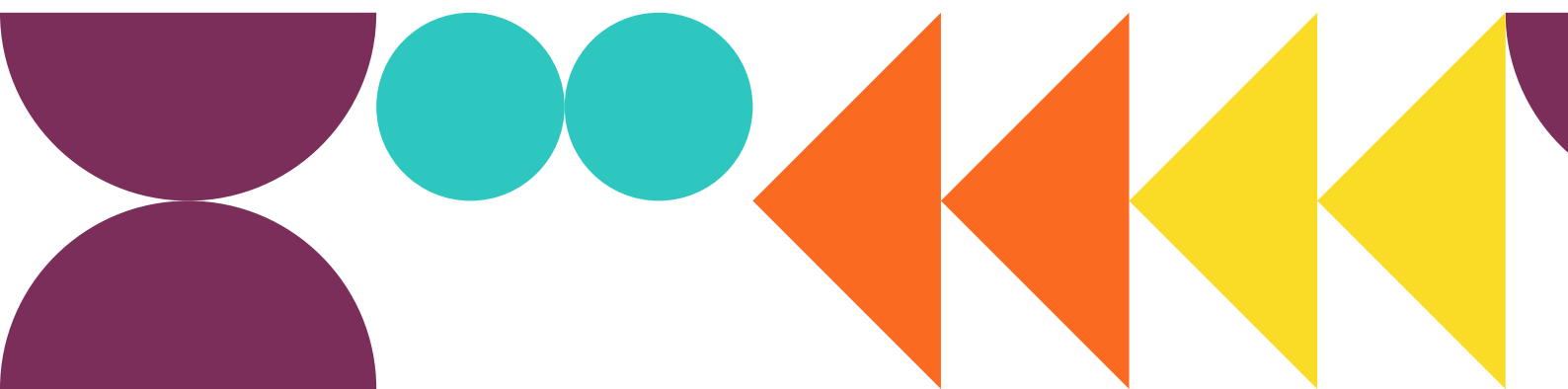
Comply with the principle of gender equality in the recruitment and selection of employees, implementing a non-discriminatory human resources management policy.

## **4. Parenting protection**

Guarantee maternity and paternity protection and the right to family assistance, to provide all employees with a balanced relationship between professional and family life.

## **5. Preventing psychological and sexual harassment**

Verify the existence and implementation of the principles and procedures contained in the ISTECS Lisbon Code of Ethics and Conduct, in this matter. Proceed in line with the precepts and verify that they are fulfilled and observed.



## 6. Integrate the principle of gender equality into the life of ISTECLisbon's academic community.

### a. Teachers and researchers

Sensitize the teaching and research staff to the importance of the primacy of the principle of gender equality in social relations, communication, and operational work processes. Make this group aware of the fact that the primacy of talent is independent of gender.

### b. Non-teaching workers

Implement the compliance of the Code of Ethics and Conduct in technical and administrative staff and the compliance with the principle of gender equality.

### c. Students

Integrate the theme related to gender equality and non-discrimination into the syllabus of curricular units and stimulate student awareness with events in terms of gender equality and non-discrimination.

### d. Project collaborators

Comply with the Code of Ethics and Conduct.

### e. Interns

Comply with the Code of Ethics and Conduct.

# Gender Equality and Non-Discrimination Plan

To elaborate on this plan, a normative principle was formulated which translates into the following: gradually move towards parity between men and women, in the composition of departments and services, as well as in the participation of the different bodies that make up the formal structure of ISTECLisbon, and reject outright all discriminatory attitudes based on ethnicity, nationality, gender, political, ideological, cultural or sexual orientations.

# Plan

Valences	Objectives	Actions	Timeline		Responsibilities
			2022	2023	
<b>Strategy</b>	Raise awareness of gender equality and non-discrimination	Carry out diagnoses in terms of gender equality and non-discrimination involving teachers, researchers and non-teaching staff	X		- Gender Equality and Non-Discrimination Working Group
		Ensuring the implementation of the plan and its monitoring	X	X	- Gender Equality and Non-Discrimination Working Group
		Carry out training actions to create a gender-adapted language in institutional communication channels	X	X	- Gender Equality and Non-Discrimination Working Group
		Incorporate ISTECLisbon's commitment to the principles of gender equality and non-discrimination into documents of a strategic nature	X	X	- ITA's management - Director of ISTECLisbon
		Disseminate the Plan for Gender Equality and Non-Discrimination to all ISTECLisbon male and female employees	X		- ITA's management - Director of ISTECLisbon - General Secretary of ISTECLisbon - President of the Technical-Scientific Council - President of the Pedagogical Council - Student Ombudsperson - Head of Academic Services
		Strengthen gender balance in leadership and decision-making, trying to ensure compliance with gender representation, in terms of parity	X	X	- ITA's management - Director of ISTECLisbon



<b>Equality in working conditions</b>	Ensuring equal pay for equal work or work of equal value	Stimulate awareness-raising actions for equal working conditions, without discrimination	X	X	- ITA's management - Director of ISTECS Lisbon
		Development of guidelines that promote gender equality and non-discrimination	X	X	- Gender Equality and Non-Discrimination Working Group
<b>Equal Access</b>	Ensuring gender equality in recruitment and selection and career progression	Teaching and non-teaching staff recruitment policies that respect gender equality and non-discrimination	X	X	- ITA's management - Director of ISTECS Lisbon
<b>Parenting Protection</b>	Streamline maternity and paternity protection policies and the right to family assistance	Observe the return of male and female staff who have been on long periods of leave for reasons related to parenthood and ensure their reintegration	X	X	- Department head
		Promote conditions that allow the healthy management of family, personal and professional life	X	X	- ITA's management - Director of ISTECS Lisbon
<b>Prevent moral and sexual harassment</b>	Develop measures against gender violence	Creation of a complaints channel and a team for its analysis and treatment	X		- Gender Equality and Non-Discrimination Working Group
	Ensuring respect for women and men in the workplace				
	Actively stimulate anti-harassment and intimidation practices	Training sessions related to the topic of harassment and bullying	X	X	- Gender Equality and Non-Discrimination Working Group

<b>Integrate the principle of gender equality into the life of ISTECLisbon's academic community</b>	Boost the importance of gender equality and non-discrimination, in teaching staff, researchers, students and non-teaching staff	Increase (30%) the representation of females in ISTECLisbon faculty	X	X	- Director of ISTECLisbon - President of the - Technical- Scientific Council - President of the Pedagogical Council - Student Ombudsperson
		Sensitize training and research units to the perspectives of gender, sex, equality and diversity	X	X	- Director of ISTECLisbon - President of the - Technical- Scientific Council - President of the Pedagogical Council - Student Ombudsperson
		Carry out awareness-raising actions aimed specifically at students	X	X	- Gender Equality and Non-Discrimination Working Group

## Monitoring

The plan will be monitored by the Working Group on Gender Equality and Non-Discrimination. This group should, as far as possible, be made up of an equitable gender representation, incorporating elements from the following ISTECLisbon bodies: Director, General Secretary, Technical-Scientific Council, Pedagogical Council, Internal Evaluation Commission and Academic Services.

Its monitoring should be carried out annually.

